

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Held Virtually at 7:00 P.M.
Tuesday, May 12, 2020

1. **CALL TO ORDER** **President, Carol Cunningham**
President Carol Cunningham Called the Meeting to Order at 7:00 P.M

2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
The Pledge of Allegiance was given

3. **ROLL CALL**

Board Members		Non Board Members	
Carol Cunningham	X	Robert J. Spengler	X
Duane Deitrich	X	Dave Knerr	X
Jason Bashaw	X	Christina Lutz-Doemling	X
Steve Becker		Lois Reed	X
Lauren Cieslak	X	Kathleen Kotran	X
Jillian Emert	X	Wayne Karess	X
Dale Hein	X	Melissa Inselmann	X
Donald Panto	X	Eric Dauberman	X
Shawn McGinley	X	Greg Freeman	
		Adam Schnug	X
Student Representatives		Shelley Keffer	X
Amber Kalnas		Thomas Moll	X
Jacob Drummer			

X = Present

4. **ELECTION OF BOARD TREASURER**

Call for nominations for Treasurer –one-year-term – effective July 1, 2020 to June 30, 2021

Nominations:

Donald Panto Nominated by Carol Cunningham

Nominations Closed:

Ballot for Treasurer

Donald Panto

AYE: Bashaw, Deitrich, Hein, Cieslak, Cunningham, Emert, McGinley

NAY: 0

Abstention by Panto

Seven Ayes, Zero Nays, Motion carried

5. ELECTION OF BOARD SECRETARY

Call for nominations for Secretary -four-year-term effective July 1, 2020 to June 30, 2024

Nominations:

Jason Bashaw Nominated by Carol Cunningham

Nominations Closed:

Ballot for Secretary

Jason Bashaw

AYE: Panto, Deitrich, Hein, Cieslak, Cunningham, Emert, McGinley

NAY: 0

Abstention by Bashaw

Seven Ayes, Zero Nays, Motion carried

** At this time a motion was made by Dale Hein to nominate the Assistant Secretary. Dave Knerr agreed.*

A Call for nominations for Assistant Secretary to a -four-year-term effective July 1, 2020 to June 30, 2024

Nominations:

Dale Hein Nominated by Carol Cunningham

Nominations Closed:

Ballot for Secretary

Dale Hein

AYE: Panto, Deitrich, Bashaw, Cieslak, Cunningham, Emert, McGinley

NAY: 0

Abstention by Hein

Seven Ayes, Zero Nays, Motion carried

6. NOTICE OF EXECUTIVE SESSION

A. None

7. PRESENTATION/AUDIENCE INPUT ON AGENDA

A. **Public attendees, during the meeting, may submit input as per the agenda by emailing: BoardMeetingComments@cattysd.org. No Comments**

NEW

8. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Christina Lutz-Doemling

Christina Lutz-Doemling- During the Academics Committee Meeting held on May 6th they shared information about the ELA program, and a personal finance course at the Catasauqua High School in the fall of 2020-2021 that was put on tonight's board agenda to be approved as a graduation requirement.

B. Finance – Robert J. Spengler

- [2020-2021 Budget Update](#)

Robert J. Spengler provided a brief overview of the 2020-2021 Budget indicating it could be subject to change upon more clarification from federal, state, and local officials over the next several days. Dale Hein questioned legal concerns with the location of the Budget for public viewing since COVID-19 has business closed. Mr. Knerr said to display on our website. Mr. Spengler indicated we will email it out to the Boroughs and the Catasauqua Library with “Read Receipts” so we know they received the Budget, so they can display it out on their websites.

C. Building & Grounds – Robert J. Spengler

A Building and Grounds Committee Meeting was held on Wednesday, May 6th. Mr. Spengler indicated during the meeting the upcoming Summer projects were discussed, also Stadium Project update was received and the next step will be to do the general design work. The most significant issue will be designing the storm water management component.

D. Policy – David Knerr - None

E. Athletics-Thomas Moll

Mr. Moll provided an update on what was discussed during the Athletic Meeting held on May 6th. PIAA shutdown will continue through till June 30, 2020. The spring sport student athletes are being honored on all Social Media. The end of the year Awards Ceremony will be a video due to COVID-19. Banquet ceremonies were cancelled. Fall sports sign up was done via Google Doc

F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich

Mr. Deitrich wanted to reiterate what Robert Spengler had said, that there was no increase in the 2020-2021 Budget from IU21 for this fiscal year. Duane wanted to also acknowledge that the IU is running “point” for the state dealing with the local districts during this pandemic.

G. Borough of Catasauqua – Dale Hein

Mr. Hein shared information, the Borough will not be charging late fees up until the end of the year. Catasauqua Borough will be testing the water supply for COVID-19. There will be an agreement of sale for the Iron Works property during the June meeting, then 30 days after the council will receive a final sale agreement to vote on. Possibly by July the property on Front Street could be sold. The tax collector announced that he will no longer be accepting the taxes at his home in person. The residents will need to mail in their tax payments, or drop them off in a slot inside his door.

H. Borough of North Catasauqua – Jason Bashaw - None

I. Hanover Township – Lois Reed

Ms. Reed announced there are two properties on Cascade Drive sold the week of March 20th in which we have not yet received the transfer tax to date. Lois expressed this will be a big transfer tax.

J. PSBA Liaison Update – Donald Panto

Mr. Panto announced there will be no conference this year due to the Coronavirus. He also wanted to mention that Catasauqua Area School District is among the 220 school districts that created a Resolution for Charter School Funding.

- K. Lehigh Career & Technical Institute Update – Carol Cunningham
At the April 24th virtual meeting, the Counselors are continuing to contact students to see how they are doing academically.
- L. Student Representatives – Amber Kalnas & Jacob - *None*

9. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on April 14, 2020

10. APPROVAL OF TREASURER'S REPORT FOR APRIL 2020

11. APPROVAL OF BUDGET TRANSFERS APRIL 2020

12. APPROVAL FOR PAYMENT OF ALL A/P BILLS MAY 2020

13. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P APRIL 2020

Items 9A, 10, 11, 12, and 13, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Emert

AYE: Cieslak, Deitrich, Cunningham, Hein, Emert, McGinley, Panto, Bashaw

NAY: 0

Eight Ayes, Zero Nays, Motion carried

14. FINANCIAL

A. Approval of Catasauqua Area School District Final Budget 2020-2021 (Proposed)

Approval of Catasauqua Area School District Final Budget 2020-2021 (Proposed)The Board hereby adopts the attached draft budget as the proposed final budget for fiscal year 2020-2021, prepared by the Board of School directors in accordance with Section 687 of the Public School Code and in the form prescribed by the Pennsylvania Department of Education. The President of the Board is authorized and directed to make the certification to the Department of Education required by Section 687 (a)(1) of the Public School code. The Board may adopt the final budget for fiscal year 2020-2021 and the necessary appropriations measures to put it into effect no less than thirty (30) days hereafter, after making such revisions and changes to the proposed final budget as appear advisable, if any. The Board currently intends to adopt the final budget on Thursday, June 11, 2020. As soon as practicable, and in no event less than twenty (20) days before adoption of the final budget, the School District shall print the proposed final budget (on the uniform form required by the Department of Education) or otherwise make it available for public inspection to all persons, and shall make it available for duplication to any person, on request. Public notice of the proposed final budget shall be given as soon as practicable, and in no event less than ten (10) days before adoption of the final budget. The proposed final budget estimates General Fund expenditures of \$33,145,795 for fiscal year 2020-2021, and balances anticipated revenues and expenditures with an anticipated real estate tax rate of 19.8727 mills in Lehigh County and 57.8176 mills in Northampton County.

** At this time David Knerr wanted to make a brief comment to address what was discussed earlier under **8B-Finance**. It's been our policy to post the proposed budget in various places for public viewing. This is not a requirement of the law, the law only requires us to make it accessible for public inspection and duplication and it has to be advertised at least 10 days before adoption. It does not have to be placed in anybody else's office or bulletin board. Dale Hein then recommended to only post the Proposed Budget on our website and Duane Deitrich recommended to also place it on our social media.*

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: Bashaw
AYE: Cieslak, Deitrich, Cunningham, Hein, Emert, McGinley, Panto, Bashaw
NAY: 0
Eight Ayes, Zero Nays, Motion carried*

15. PERSONNEL

A. Approval of FMLA for Employee # 2299

Approval for FMLA for employee #2299 effective upon exhaustion of all personal and sick leave beginning approximately June 7, 2020.

B. Resignations

1. Employee: Tierre Robinson
 Status: Custodial B
 Assignment: Districtwide
 Reason: Personal
 Effective: April 21, 2020

2. Employee: Marissa Montanez
 Status: Student Worker
 Assignment: Districtwide
 Reason: Other Employment
 Effective: May 29, 2020

3. Employee: Greg Freeman
 Status: Assistant Principal
 Assignment: Catasauqua Middle School
 Reason: Other Employment
 Effective: June 30, 2020

C. Summer Custodial Worker

1. Employee: Bradshaw Henning
Start Date: May 11, 2020
Pay Rate: \$11.00/hour
Assignment: Districtwide

Items 15A, 15B, and 15C, were combined by Board request

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: Cieslak
AYE: Cieslak, Deitrich, Cunningham, Hein, Emert, McGinley, Panto, Bashaw
NAY: 0
Eight Ayes, Zero Nays, Motion carried*

16. CURRICULUM**A. Approval for Catasauqua High School Personal Finance Course Offering 0.5 Credit (60 hours) for Implementation in the Fall Semester of the 2021-2022 School Year. A Graduation Requirement.**

** At this point Donald Panto raised the question “does this guarantee us the \$10,000.00, or is this competitive”. Christina confirmed we are not guaranteed, and there are still quite a few to go out.*

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: McGinley
AYE: Cieslak, Deitrich, Cunningham, Hein, Emert, McGinley, Panto, Bashaw
NAY: 0
Eight Ayes, Zero Nays, Motion carried*

17. BOARD APPROVALS**A. Acceptance of Resignation of Stephen Becker from the Nominated Position of School Board Director, Catasauqua Area School District, Effective Immediately**

*MOTION BY: McGinley SECONDED BY: Deitrich
AYE: Cieslak, Emert, Bashaw, McGinley, Hein, Panto, Deitrich, Cunningham
NAY: 0
Five Ayes, Zero Nays, Motion carried*

B. Appointment of New Board Member to Fill Vacancy

Nominations are requested to elect a new member of the Board of School Directors to fill the vacancy created by the resignation of Stephen Becker for a term from May 12, 2020 to December 2021.

Nominations:

Christy Cooper Nominated by Lauren Cieslak

Nominations Closed:**ROLL CALL VOTE**

MOTION BY: Deitrich SECONDED BY: Emert

AYE: Deitrich, Emert, Hein, Bashaw, Cieslak, McGinley, Panto, Cunningham

NAY: 0

Eight Ayes, Zero Nays, Motion carried

C. Approval of Facilities Plan Committee Report of the CLIU #21 (Resolution)

Request approval of the 2020-2021 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit Facilities Plan Committee on March 4, 2020, and the CLIU 21 Board of Directors on March 16, 2020. In addition, the board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining the future location of the CLIU and school district special education classes.

D. Grant Applications: 2020-2021 School Year

Approval is needed to apply for all Federal Programs, and Vocational Programs, and any State or Federal Competitive Grants or Programs for the school year as listed:

All Vocational Programs

**Any State or Federal Competitive or Non Competitive Programs, or Grants
Applicable to the School District Program**

E. Approval of YMCA Use of School Buses for Summer Camp Field Trips (Pending State and/or Local COVID-19 Guidance)

Approval is requested to allow the Suburban North YMCA to use two school buses and drivers (paid by YMCA) for YMCA Summer 2020 Camp Field Trips, in exchange for high school and middle school athletes to utilize YMCA fitness rooms and gymnasium facility during the months of June, July and August, as in prior years. The YMCA will incur all driver and fuel expenses.

F. Approval of 2020-2021 Game Worker Rates

Request approval of the following 2020-2021 Game Worker Rates

G. Approval of 2020-2021 Game Ticket Prices

Request approval of the following 2020-2021 Game Ticket Prices

H. Approval for Renewal of Administrative Services Agreement with PNC Bank, National Association to Provide Administration of District FSA and Dependent Care, 2020-2021 Fiscal Year.**I. Approval of Additional Revised Van/Bus Stops**

Approval is requested of the revised Van/Bus Stops for the School Year, effective immediately. Indicated Stops are subject to change due to additional student enrollments/withdrawals, alternate educational placements, new students/changes that occur at an address that is classified by the state as a hazardous road, or change/addition to a student IEP. All revisions will be maintained by the Transportation Operation Office, and will be made available at all times. Additionally, changes are stored within the transportation software management system.

None

Items 17C, 17D, 17E, 17F, 17G, 17H, and 17I, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Emert

AYE: Cieslak, Deitrich, Cunningham, Hein, Emert, McGinley, Panto, Bashaw

NAY: 0

Eight Ayes, Zero Nays, Motion carried

18. OLD BUSINESS**19. NEW BUSINESS****20. COMMENDATIONS****21. INFORMATION ITEMS****22. CORRESPONDENCE**

Items 18, 19, 20, 21, and 22 were combined by Board request

Kathleen Kotran: Expressed that she hopes everyone had a nice Mother's Day and have a great Memorial Day

Wayne Karess: Updates to PowerSchool 14 to 19 and this summer will be PowerSchool 20, along with some security protocols were completed. Additionally, Food Service Solutions Systems managing Cafeterias will be switched over to a new platform.

Thomas Moll – Stay safe everyone. The videos will be shared when they are completed.

Eric Dauberman: Thanked the teachers again for their continued hard work. Sheckler is receiving a ton of applications for the 2020-2021 job vacancies. Online interviews will be taking place for the first time ever soon. Add on to PowerSchool for Kindergarten Registrations will be a tremendous help.

Melissa Inselmann: Provided an update on the application deadline for the Assistant Principal is tomorrow, Wednesday, May 13th. along with the retiree vacancies. Additionally, she thanked her teachers for their continued tremendous job with providing the online instruction. Update on curbside pickup of student belongings. Working on 4th grade virtual orientation tour along with 8th grade orientation tour.

Shelley Keffer – Wanted to give a shout out to all the Special Education teachers for learning all the different venues of teaching.

Adam Schnug: Mentioned Last week was Teacher Appreciation and expressed his opinion of more people are appreciating teachers now than in previous years. Parents are now learning how difficult it is to keep students engaged. Also, wanted to thank the Board for approving the Personal Finance course approved during this evenings Board Meeting. Additionally, wanted to give a Shout Out to CHS Students with their exceptional attendance. He is very proud of his students of CHS.

Christina Lutz-Doemling: Wanted to first thank the Board for their support of in providing funding for instructional programs. Also commended administration team for leadership and as well as teachers and support staff in continuity of educational plan. Our staff has partnered with Step by Step Learning and Waterford Learning offering free online K-2 learning for student.

David Knerr – Kudos to admin, teachers and staff for an amazing job during these crazy times. Keep safe and healthy everybody.

Shaun McGinley: Thank you to teachers for the amazing job you are doing.

Jason Bashaw: Commended teachers, administrators, and students for their tremendous jobs during this tough time. He also complimented our technology team with the seamlessness of the virtual meetings.

Donald Panto: Daily inspired by the resiliency of all the people he gets to work with. SRO's are lifting everybody up every day. People doing smart things and helping others out.

Ms. Emert: Thank you to the teachers of CASD for all their hard work and videos and clips. Thank you also to principals, and administrators for all your support to the teachers allowing the students to shine for us.

Lauren Cieslak: Teacher Appreciation to our teachers. We really appreciate all that they do.

Lois Reed: Thank you Catasauqua Community for all their support to C3P

Duane Deitrich: Kudos to everybody for their perseverance and dedication. Also, Happy Belated Mother's Day.

Robert J. Spengler: Happy Belated Mother's Day. Expressed how what we do defines our organization and who we are. Thanked the Stakeholders for being part of our journey.

Carol Cunningham: Wanted to say thank you to the guidance counselors, teachers, administrators, support staff Kudos to you all for all your hard work.

23. RECOGNITION OF GUESTS & VISITORS

24. MEETING DATES

A. Thursday, June 11, 2020 7:00 P.M. School Board Meeting

All meetings listed above will be held *either virtually or in the District Administration Office Board Room.*

Due to COVID-19
Graduation Ceremonies Dates and Times Area Still Being Finalized

25. ADJOURNMENT

MOTION BY: Deitrich SECONDED BY: Hein

Motion carried

Time Adjourned: 8:10 P.M.

Respectfully submitted,

Jason Bashaw

Secretary

Time Adjourned _____