

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, February 11, 2020
7:00 P.M. – District Administration Office

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		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	X		
Jacob Drummer	X		

X = Present

Visitors: See List Inserted in Permanent Minute Book

4. NOTICE OF EXECUTIVE SESSIONS

A. An Executive Session for Legal and Personnel Reasons Held Prior to Meeting at 6:00 P.M.
Executive Session was held from 6:00 P.M. until 6:50 P.M

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. Sheckler Elementary School Students of the Month –Eric Dauberman

GRADE 1	GRADE 2	GRADE 3	GRADE 4
<i>Rylan Schwarze</i>	<i>Robert LaVigne</i>	<i>Aubrie Dunnachie</i>	<i>Taylor Gannon</i>
<i>Cayden Caban</i>	<i>Ciara Gass</i>	<i>Kristalie Espada</i>	<i>Adrian Sanchez</i>

B. Catasauqua Middle School Star Players of the Month –Melissa Inselmann

GRADE 5	GRADE 6	GRADE 7	GRADE 8
<i>Grace Dewalt</i>	<i>Keira Gair</i>	<i>Precious Howard</i>	<i>Zaniyah Jones</i>

** At this time a Catasauqua resident, Mr. Lester Ertle inquired about recognizing Mike Jones and the Sell brothers, Randy Sell and Richard Sell for their valuable contribution and generous commitment and volunteering for the Catasauqua Area School District athletic programs. Mr. Donald Panto made the following Motion to **Present Mike Jones, Randy Sell, and Richard Sell with a Rough Rider Gold Pass to all Catasauqua Sponsored Athletic Events.***

ROLL CALL VOTE

MOTION BY: Panto SECONDED BY: Hein

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

C. PSBA Services Update – Karen Devine, PSBA Director of Member Services

- **Membership Services**
- **Required School Director Training**
- **Year in Learning**
- **Events by Section – 2019**

Karen Devine provided a general outline of the services provided and available to the Board and Administration of the Catasauqua Area School District.

D. Presentation “Music Department Spring 2021 Tennessee-Dollywood, Smoky Mountain Grand Ole Opry Trip Itinerary” – Robert Arnold

** At this time Mr. McGinley made the following Motion to **Authorize the Music Department’s Spring 2021 Tennessee-Dollywood, Smoky Mountain Grand Ole Opry Trip***

ROLL CALL VOTE

MOTION BY: McGinley SECONDED BY: Cieslak

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

** At this time Ms. Shelley Keffer recognized Lois Reed for her exceptional service and recognition as a distinguished regional advocate for children due to her Catasauqua Community that Cares program.*

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Christina Lutz-Doemling

Christina Lutz-Doemling provided an overview and update on the various curricular and PD initiatives occurring throughout the District.

B. Finance – Robert J. Spengler

Mr. Spengler indicated we will discuss Revenues and a first look at Expenses during the March, 2020 Board meeting and then determine the need for a full Budget meeting.

- C. Building & Grounds – Robert J. Spengler
Mr. Spengler and B&G Committee members reviewed the discussions that occurred at the February 5, 2020 Buildings & Grounds Committee meeting
- D. Policy – David Knerr - *None*
- E. Athletics-Thomas Moll
Mr. Schnug provided an overview of the Winter and Spring Activities.
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
Mr. Deitrich reviewed the January 29, 2020 meeting that included a Financial Audit presentation that included no findings.
- G. Borough of Catasauqua – Dale Hein
 - Road Improvements –
Mr. Hein reviewed discussions from the January 27, 2020 Borough Council meeting including possible School Safety Zones, a presentation by Lehigh County Executive Philips Armstrong regarding Census information and Student Government Day, and a presentation by representatives of the Rockefeller Group regarding development along Willowbrook Rd, Race St., and Airport Rd.
- H. Borough of North Catasauqua – Jason Bashaw - *None*
- I. Hanover Township – Lois Reed
Lois Reed announced the new Hanover Township Manager, Melissa Wehr, and sales of various properties in the Township.
- J. PSBA Liaison Update – Donald Panto
Mr. Panto reviewed various PSBA initiatives including legislative lobbying and the Safe2Say program receiving over 40,000 tips in one year.
- K. Lehigh Career & Technical Institute Update – Carol Cunningham
Mrs. Cunningham announced the SkillsUSA District Competition and Zach Sheirer who placed 3rd in Masonry.
- L. Student Representatives – Amber Kalnas & Jacob Drummer
Amber and Jacob provided their positive reviews on the Student of the Semester Recognition Ceremony held at CHS. It is a nice change. Also, Amber and Jacob recognized the number of fabulous changes occurring at CHS.

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on January 14, 2020

8. APPROVAL OF TREASURER’S REPORT FOR JANUARY 2020

9. APPROVAL OF BUDGET TRANSFERS JANUARY 2020

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS FEBRUARY 2020

11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JANUARY 2020

Items 7A, 8, 9, 10, and 11, were combined by Board request

ROLL CALL VOTE

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

12. FINANCIAL

A. Accept Independent Auditor's Report of 2018-2019 General Fund Budget

Approval is requested to accept the independent auditor's report of the 2018-2019 General Fund Budget of the Catasauqua Area School District as prepared by France, Anderson, Basile & Company, P.C.

B. Approval of Lehigh Carbon Community College Proposed 2020-2021 Budget

The Lehigh Carbon Community College Operational Budget for the fiscal year 2020-2021 is presented for approval. The total 2020-2021 Operating debt service and capital budgets are \$58,587,680 an increase of \$1,575,363 or 2.8% from prior year's revised budget. The Catasauqua Area School District sponsor share will be \$163,853, a decrease of \$7,236 or -4.2% from last year's revised budget.

C. Approval of Carbon-Lehigh Intermediate Unit 2020-2021 Budget

The Carbon-Lehigh Intermediate Unit #21 Operational Budget for the fiscal year 2020-2021 is presented for approval. The total 2020-2021 Operational budget is \$3,182,360 an increase of \$77,765 from prior year. The total of all Lehigh and Carbon County district contributions of the operating budget is \$819,040, a --.18% change. The Catasauqua Area School District share is \$21,546, a decrease of \$3,326, or -13.37%.

D. Approval of Lehigh Career & Technical Institute Proposed 2020-2021 Budget

Approval is requested for the 2020-2021 budget of the Lehigh Career & Technical Institute. The total 2020-2021 operating budget is \$28,407,230, an increase of \$741,230, or 2.68% increase from prior year. The Catasauqua Area School District share is \$799,528, an increase of \$15,934 or 2.03% increase. The proposed Academic Center Budget is \$1,840,400 based on a projected enrollment of 400 total students at a cost of \$4,051 per student. The Catasauqua Area School District share of the Academic Center Budget is \$74,970 an increase of \$15,651 or 26.38% increase.

Items 12A, 12B, 12C, and 12D, were combined by Board request

ROLL CALL VOTE

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

13. PERSONNEL

A. Appointment of Extra-Curricular Positions – 2019-2020 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2019-2020 school-year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Karla Fryslin	CMS Audio Visual shared	\$279.86*
Alexander Hess	Assistant Track Coach	Volunteer
Mark Bartholomew	Spring Weight Room	Volunteer
James Snyder	Spring Weight Room	Volunteer
Lindsey Hollingsworth	Resigned from Assistant Track Coach	\$2,671

*revised to 52% of her original \$538.20 stipend

This motion includes the resignation of Lindsey Hollingsworth from Assistant Track Coach effective immediately.

B. Nomination for Appointment

- Name: Amber Wismer *
 Previous Status: Custodial B
 Current Status: Districtwide
 Assignment: Catasauqua Middle School
 Salary/Benefits Per Collective Bargaining Agreement
 Effective: February 17, 2020

*pending receipt of employment paperwork

C. Resignation

- Employee: Jordan Nonnemaker
 Status: Part-Time Student Custodian
 Assignment: Districtwide
 Reason: Personal
 Effective: February 4, 2020
- Employee: Janice Kovacs
 Status: Instructional Aide
 Assignment: Catasauqua Middle School
 Reason: Personal
 Effective: February 7, 2020
- Employee: Michael McClarin
 Status: Head Football Coach/Spring Weight Room Monitor
 Assignment: Catasauqua High School
 Reason: Personal
 Effective: January 28, 2020

D. Revised Resignation and Retirement Date

1. Employee: Kimberly Race
 Status: Teacher
 Assignment: Catasauqua Middle School
 Reason: Personal
 Effective: February 6, 2020

E. Removal of the Following Substitute Employees for the 2019-2020 School Year

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Sabah Morcos	Café/Non-Cert Instructional	Did Not Renew Clearances
Andromeda Blumenau	Substitute Teacher	Personal

F. Substitutes

The following applicants have requested to be added to the Substitute Employment List for the 2019-2020 School Year as follows:

<u>Name</u>	<u>Assignment</u>
Anya Yurvati	Cafeteria Substitute*
Deborah Elek	Substitute Teacher

*pending receipt of employment clearances

G. Change in Employment Status

1. Name: Karla Fryslyn
 Previous Status: Non Certified Instructional Aide
 Current Status: District Copy/Transportation Secretary & Technology Support
 Assignment: Districtwide
 Salary: \$24,500
 Benefits: As per Secretarial Agreement
 Effective: February 3, 2020
2. Name: Kellie Browne
 Previous Status: Central Copy Clerk
 Current Status: High School Secretary
 Assignment: Catasauqua High School
 Salary: \$25,211
 Benefits: As per Secretarial Agreement
 Effective: February 10, 2020
3. Name: Allysha Weaver
 Previous Status: Non Certified Instructional Aide Substitute
 Current Status: Non Certified Instructional Aide Library
 Assignment: Catasauqua Middle School
 Salary: \$122 per day
 Benefits: As per Agreement
 Effective: February 3, 2020 to June 10, 2020

H. Approval for Days Without Pay

1. Name: Tasha Albright
Reason: Personal
Effective: January 30, 2020 Half Day
January 31, 2020 Full Day

2. Name: Lois Morrissey
Reason: Personal
Effective: April 21, 2020 Half Day
April 22, 2020 Full Day
April 23, 2020 Full Day
April 24, 2020 Full Day

I. Approval for Short Term Substitute Rate of \$180.00 Per Day for Brian Byrd Effective February 3, 2020 to June 10, 2020**J. Approval for Short Term Substitute Rate of \$180.00 Per Day for Nancy Sankari Effective March 4, 2020 to May 27, 2020****K. Approval of FMLA for Employee # 915**

Approval for FMLA for employee #915 effective January 7, 2020.

Items 13A, 13B, 13C, 13D, 13E, 13F, 13G, 13H, 13I, 13J, and 13K, were combined by Board request

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Deitrich

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

14. CURRICULUM**A. Catasauqua High School Career Planning Guide**

Approval is requested for the Catasauqua High School Career Planning Guide for the 2020-2021

B. Preliminary Approval of Textbooks for 2020-2021 School Year

Administration requests preliminary approval of the following textbooks for the 2020-2021 school year as follows:

1. **Grade 5 English Language Arts**
Title: *MyView Literacy*
Authors: A. W. Tatum, et. al.
Publisher: Pearson Education, Inc.

2. **Grades 6-8 English Language Arts**

Title: *MyPerspectives English Language Arts*

Author: J. Cummins, K. Gallagher, E. Hiebert, & E. Morrell

Publisher: Pearson Education, Inc.

3. **High School Science - Physics**

Title: *Inspire Physics*

Authors: D. Haase, K. Harper, & P. Zitzewitz

Publisher: McGraw Hill

(Samples will be available for examination and review for a period of 30 days with final adoption in March 2020).

Items 14A, and 14B, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Emert

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

15. BOARD APPROVALS

A. School Calendar 2020-2021

Superintendent requests approval of the proposed 2020-2021 school calendar.

B. Authorization to Bid for Fuel Oil 2020-2021

Approval is requested to authorize bidding for fuel oil via Keystone Purchasing Network, Intermediate Unit #16, effective 2020-2021 school year.

C. Approval of Summer School at Allentown City, Northampton Area, Whitehall-Coplay School Districts, and eBridge Online Academy

Approval is requested to ask for permission from Allentown City School District, Northampton Area School District, Whitehall-Coplay School District, and eBridge Online Academy to allow students from the Catasauqua Middle School (grades 5, 6, 7 and 8) and the Catasauqua High School (grades 9, 10, 11, and 12) to attend summer school for the Summer of 2020 in the Allentown City School District, Northampton Area School District, Whitehall-Coplay School District, and eBridge Online Academy at a tuition rate designated by their school board, and that tuition payment is the responsibility of the parent/guardian.

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

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Cieslak

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

NAY: 0

Seven Ayes, Zero Nays, Motion carried

D. Appointment of Christina Lutz-Doemling as Assistant Superintendent for the Catasauqua Area School District Effective February 12, 2020 at a Salary of \$147,000, and Approve Associated Contract

ROLL CALL VOTE

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

E. Approval to Attend Overnight Conferences Seminars, etc.

F. Approval for Appointment of Trustee to Lehigh Carbon Community College
Approval is requested to nominate and appoint a trustee to represent the Catasauqua Area School District on the Lehigh Carbon Community College Board of Trustees. The term of office runs from July 1, 2020 through June 30, 2026.

Name of Trustee _____ Matthew T. Korp _____

G. Approval to Attend Overnight Field Trip

H. Approval of Name Change of Student Activity Account and Extra-Curricular Position from SADD to STARS and STARS Advisor

I. Authorization for Disposal of District Vehicle

Approval to Dispose the Following Vehicle:

- 2009 GMC Van -14 VIN# 1GDGG25K591177744

J. 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.

N Ellsworth & Turner
Woodspring Suites

Items 15E, 15F, 15G, 15H, 15I, and 15J, were combined by Board request

ROLL CALL VOTE

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

16. OLD BUSINESS

17. NEW BUSINESS

18. COMMENDATIONS

19. INFORMATION ITEMS

20. CORRESPONDENCE

Items 16, 17, 18, 19, and 20 were combined by Board request

Kathy Kotran: Announced Kim Ceccatti's receipt of recertification for Olweus training; Thanked Mr. Arnold for conference attendance and offering to pay himself.

Wayne Karess: Congratulations to Christina on her appointment.

Eric Dauberman: Recognized Jenn Churetta for managing Physicals for Sheckler students; Mobile Dentists provided services to 56 students; Various initiatives and activities were announced.

Melissa Inselmann: Dates and information announced along with recognition of technology/STEAM initiatives including a 7th Grade SketchPad/RoboticDremel/Totem project and Hummingbird Kits

Shawn McGinley: Expressed congratulations to Christina.

Don Panto: Expressed congratulations to Christina.

Adam Schnug: Reviewed the Parent Reunification Drill and provided information on several new and upcoming initiatives.

Jillian Emert: Congratulated Christina.

Lauren Cieslak: Congratulated Christina.

Dale Hein: Announced that Allentown Symphony Orchestra provides complementary tickets.

Lois Reed: Congratulations to Christina. Announced COSTCO will provide 400 backpacks. Jillian recommended using Sharpies during distribution.

Duane Deitrich: Congratulated Lois and Christina.

Dave Knerr: Congratulated Lois and Christina.

Robert Spengler: Expressed his thoughts and congratulations regarding Lois's recognition and Christina's promotion.

Carol Cunningham: Congratulated Lois and Christina.

21. RECOGNITION OF GUESTS & VISITORS

Kristen Brobst: Provided a comprehensive overview of the various activities, awards, and accolades within the Music Arts Program. She also recommended the Board consider addressing the salary relative to the various extracurricular positions Mr. Arnold serves.

22. NEXT MEETING DATES

- A. Tuesday, March 10, 2020 7:00 PM School Board Meeting
- B. Wednesday, May 6, 2020 4:00 PM B & G Committee Meeting
- 5:00 PM Academics Committee Meeting
- 6:00 PM Athletic Committee Meeting

23. ADJOURNMENT

MOTION BY: Deitrich SECONDED BY: Cieslak

Motion carried

Time Adjourned: 8:28 P.M.

Respectfully submitted,

Jason Bashaw
Secretary