

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, September 10, 2019
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	X	Christina Lutz-Doemling	X
Steve Becker		Lois Reed	X
Lauren Cieslak		Kathleen Kotran	X
Jillian Emert	X	Wayne Karess	X
Dale Hein	X	Melissa Inselmann	X
Donald Panto		Eric Dauberman	X
TBD		Greg Freeman	
		Adam Schnug	X
Student Representatives		Thomas Moll **	X
Amber Kalnas	X		
Jacob Drummer *	X		

**Left the meeting at 7:05 P.M.*
*** Arrived to the meeting at 7:15 P.M*
X = Present
Visitors: See List Inserted in Permanent Minute Book

4. **NOTICE OF EXECUTIVE SESSIONS**
 - A. An Executive Session for Legal and Personnel Reasons Will Be Held Before the Meeting at 6:00 P.M
Executive Session was held from 6:00 P.M. until 7:00 P.M

5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 - A. None

Mr. William Nothstein expressed his thoughts and concerns regarding the potential changes to Policy #708, Use of Facilities.

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS**A. Academics and Education – Christina Lutz-Doemling**

- Title I Schoolwide Program – Kathleen Kotran
Dr. Lutz-Doemling provided an overview of Committee meeting discussions and topics, including the proposed Graduation Policy, Educator in the Workplace activities, and College & Career Readiness. Mrs. Kotran provided a comprehensive overview of the Federal Title I Schoolwide program at Sheckler Elementary.

B. Finance – Robert J. Spengler

Mr. Spengler announced the funds MACS funds withheld by PDE/PSEERS have been returned. As a result of our latest Rating Call, S&P increased our financial rating to a Stable outlook. Brad Remig will join us in the near future to discuss borrowing options relative to the proposed Stadium project.

C. Building & Grounds – Robert J. Spengler

Mr. Spengler provided an overview of the August B&G Committee meeting topics, including Stadium project planning, tree removal, Use of Facilities. A special meeting was scheduled for October 2, 2019 (now October 9, 2019) to discuss the Stadium renovation project. Mr. Spengler indicated he has again contacted the PennDOT representative regarding the Race St. left turn signal with no response to date.

D. Policy – David Knerr

- Policy #141 – Extra-Curricular Code of Conduct (redline) (First Reading)
- Policy #218 – Graduation Requirements (redline) (First Reading)
- Policy #708 – Public Use of School Facilities (First Reading)
- Policy #808 – Food Services (Second Reading)

Mr. Knerr reviewed the indicated policies and stated further discussion will occur.

E. Athletics-Thomas Moll

Mr. Moll provided a general Fall Activities update, indicating high participation. Mr. Hein questioned if a Jr. High Cheering program is active. Mr. Moll indicated a program is occurring.

** At this time, Mr. Hein made the following Motion to **Authorize Administration to establish a Middle School Cheering Program***

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Bashaw

AYE: Hein, Bashaw, Deitrich, Emert, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich

Mr. Deitrich announced CLIU Administration and Board are working on CLIUEA negotiations.

G. Borough of Catasauqua – Dale Hein

Mr. Hein indicated the Race Street project is "on schedule".

- H. Borough of North Catasaqua – Jason Bashaw - *None*
- I. Hanover Township – Lois Reed - *None*
- J. PSBA Liaison Update – Donald Panto - *None*
- K. Lehigh Career & Technical Institute Update – Carol Cunningham
Mrs. Cunningham announced the planned November completion of the LCTI Welding Lab addition.
- L. Student Representatives – Amber Kalnas & Jacob Drummer
Amber Kalnas introduced herself and provided an overview of CHS happenings, including her very positive experience with the new CHS schedule.

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on August 13, 2019

8. APPROVAL OF TREASURER’S REPORT FOR AUGUST 2019

9. APPROVAL OF BUDGET TRANSFERS AUGUST 2019

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS SEPTEMBER 2019

11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P AUGUST 2019

Items 7, 8, 9, 10, and 11, were combined by Board request inclusive of additional bills

ROLL CALL VOTE

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

12. FINANCIAL

A. Approval of Copier Lease with Edwards Business Systems for Central Copying

Administration recommends approval of this five (5) year lease for one (1) copier for central copying as per Co-Stars pricing monthly payment of \$1,244.87.

B. Approval of Miscellaneous Insurance Rates 2019-2020 School Year

Approval is requested for the following 2019-2020 insurance rates from PSBA Insurance Trust and Erie Insurance as listed:

	2018-2019	2019-2020
Commercial Package:	\$71,392	\$75,438
School Board Legal Liability	\$9,179	\$9,302
Umbrella	\$11,842	\$12,000
Fleet Auto (Erie) *	\$22,743	\$22,460

*Based on current vehicle

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

ROLL CALL VOTE

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

13. PERSONNEL

A. Nomination for Appointment

1. Name: Jamie DeLong*
 Status: Certified Instructional Aide-Title I
 Assignment: Sheckler Elementary School
 Rate of Pay: \$159.00/day
 Benefits: As per agreement
 Effective: September 11, 2019 – June 10, 2020
2. Name: Alyssa Komarow*
 Status: Non-Certified Instructional Aide Life Skills
 Assignment: Catasauqua Middle School
 Rate of Pay: \$122.00/day
 Benefits: As per agreement
 Effective: September 11, 2019 – June 10, 2020
3. Name: Janice Kovacs*
 Status: Non-Certified Instructional Aide Learning Support
 Assignment: Catasauqua Middle School
 Rate of Pay: \$122.00/day
 Benefits: As per agreement
 Effective: September 11, 2019 – June 10, 2020

*pending receipt of employment paperwork

B. Resignation

1. Name: Adrienne Gorzelic
 Status: Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Reason: Other Employment
 Effective: August 14, 2019
2. Name: Matthew Merkel
 Status: Assistant Boys Soccer Coach Volunteer
 Assignment: Catasauqua High School
 Reason: Personal
 Effective: August 21, 2019

3. Name: Morgan Wagner
 Status: Assistant Marching Band Director
 Assignment: Catasauqua High School
 Reason: Personal
 Effective: August 30, 2019

C. Approval for Short Term Substitute Rate of \$180.00 per day for Ronald Hassler and Cathy Moore Effective August 26, 2019.

D. Approval of personal leave, effective August 20, 2019, through August 28, 2019, and subsequent paid suspension, effective August 29, 2019, until further notice for employee #764.

E. Substitutes

Name	Assignment
Angelo Lucci	Teacher
Colin Hawk *	Non-Certified Instructional Aide
Susan Devlin	Cafeteria

*pending receipt of employment clearances

F. Removal of the following substitute employees for the 2019-2020 School Year

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Amy Ahart	Non Certified Instructional Aide Substitute	Personal
Ronald Farner	Substitute Driver	Personal

G. 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>#</u>	<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1	Thomas Gintoff (Reap)	Assistant Boys Basketball Coach	Volunteer
2	Jonathan Kiefer	CHS FBLA advisor – shared	\$914.00
3	Ashley Schmidt	CHS FBLA advisor – shared	\$914.00
4	Andrew Gruver	CHS National Honor Society Advisor	\$1,338.00
5	Eamon Murray	CHS Freshman Class Advisor	\$668.00
6	Lisa Roth	CMS Scholastic Bowl Advisor – shared	\$524.50
7	Amanda Dungan	Assistant Marching Band Director	Volunteer

H. Salary Increment Changes

Approval is requested to adjust the compensation indicated below as per the Collective Bargaining Unit Agreement:

Vicki MacLaughlin	Step	Degree	Credit	Salary
New	Step 14	Masters	18	\$92,066
Old	Step 14	Masters	12	\$91,566
Difference				\$500

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

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Emmert

AYE: Hein, Bashaw, Deitrich, Emert, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

14. CURRICULUM**15. BOARD APPROVALS****A. Approval of Board Goals 2019-2020****ROLL CALL VOTE**

MOTION BY: Deitrich SECONDED BY: Bashaw

AYE: Hein, Bashaw, Deitrich, Emert, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

B. Election of Pennsylvania School Boards Association (PSBA) Officers

i. The following nomination of PSBA President Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

*Unanimous Majority Vote: **Art Levinowitz***

ii. The following nomination of PSBA Vice President Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

*Unanimous Majority Vote: **David Hein***

iii. The following nomination of PSBA Central at Large was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

Unanimous Majority Vote: **Julie Preston**

iv. The following nomination of PSBA Sectional Advisors, Section 1, 3, 5, & 7 Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

Unanimous Majority Vote: **Sabrina Backer, Ron Cole, Marsha Pleta, Tricia Steiner**

v. The following nomination of PSBA Insurance Trust Trustees (term ends December 31, 2022 Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

Unanimous Majority Vote: **Kathy Swope, Mark B. Miller**

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Emert

AYE: Hein, Bashaw, Deitrich, Emert, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

vi. The following nomination of PSBA Forum Steering Committee (term ends Dec. 31, 2021) was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

Unanimous Majority Vote: **Crystal Mance, Jaime Lynn Zimerofsky, Bethanne Ziegler**

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Bashaw

AYE: Hein, Bashaw, Deitrich, Emert, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

C. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: PROGRAMS
Policy # : 141
Title: Extra-Curricular Code of Conduct

D. Approval of Policy – First Reading (redline)

Approval is requested for the first reading of the following policy:

Section: STUDENTS
Policy # : 218
Title: Graduation Requirements

E. Approval of Policy – First Reading

Approval is requested for the second reading of the following policy:

~~Section: PROPERTY~~

Policy # : 708

Title: Public Use of School Facilities

** This item was tabled and will be acted upon during a future Special Board Meeting*

F. Approval of Policy – Second Reading

Approval is requested for the second reading of the following policy:

Section: OPERATIONS

Policy # : 808

Title: Food Services

G. Potential Overnight Student Activity Trips for 2019-2020 School Year

Approval is requested for potential overnight student activity trips, 2019-2020 fall, winter, and spring.

H. Appointment of Student Representative to the Catasauqua Borough Council

Approval is requested to appoint the following Catasauqua High School Student Representative to the Catasauqua Borough Council for the 2019-2020 school year.

Priscilla Schaller

Simon Tanyous – Previously Board approved June 11, 2019

~~Jordan Blase~~ Alternate: ~~Marissa Montanez~~

I. Approval of Additional Revised Van/Bus Stops

Approval is requested for additional revised Van/Bus Stops 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 be made available at all times. Additionally, changes are stored within the transportation software management system.

Howertown & Wood
Race & 12th
Ave C- Homewood Suites
The Inn & Suites, Beth

Items 15C, 15D, 15F, 15G, 15H, and 15I, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Emmert

AYE: Hein, Bashaw, Deitrich, Emert, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

16. OLD BUSINESS

17. NEW BUSINESS

18. COMMENDATIONS

19. INFORMATION ITEMS

20. CORRESPONDENCE

Kathy Kotran: Reviewed the technology initiatives during an intense beginning of the school year.

Wayne Kares: Agreed with Kathy, providing a technical overview of the Wi-Fi project, the Server update project, new computer lab installations, and refurbishing of prior office computers.

Thomas Moll: Provided a very positive review of the Maintenance and Grounds staff performance, reliability, communication, and response to District needs.

Eric Dauberman: Announced the initiation of on-line forms for parents has been very well received. The Parent Portal is now active. Expressed his gratitude to Holy Trinity Church for school supplies. Expressed his pleasure with work orders being addressed quickly and well communicated. Various events and initiatives were announced.

Melissa Inselmann: Announced a great start of the 2019-2020 school year. Reviewed the "You Matter!" initiative. Meet the Teacher and Book Fair evenings were announced, as well as various initiatives and programs.

Jason Bashaw: Expressed his congratulations on a great school year opening. Thanked support staff, teachers, and administration for the high level of preparation.

Christina Lutz-Doemling: Provided an overview of the CASD Cyber Academy, indicating 15 students are currently enrolled.

Adam Schnug: Indicated a very smooth school year beginning for Catasauqua High School, including a well-received, new schedule and enhanced student activities. All is going very well.

Dale Hein: Discussed approving a policy on approving policies.

** At this time, Mr. Hein made the following Motion to **Adopt a policy to approve policies in one reading, conditional on the Board of School Directors viewing the proposed policy via email prior to the initial Board Meeting.***

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Cunningham

AYE: Hein, Bashaw, Deitrich, Emert, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

21. RECOGNITION OF GUESTS & VISITORS

Mr. Robert Heimbecker, Hanover Township Council member and District resident: Requested the Board again review 2 bus stops that were changed as a result of a prior resident request and his previous support. Mr. Heimbecker introduced his concept of a Rough Rider Community Partnership for Kids, a method to curb child exploitation.

Mrs. Stephanie Murray, Robert Heimbecker, Beatrice Waterford, Hanover Township: Requested 2 bus stops be reinstated. Ms. Reed provided some background and discussed the issues and some ideas.

Kristen Brobst, Catasauqua: Provided a report, including various fundraisers, the proposed donation of a shed and piano, and other activities.

** At this time, Mr. Hein made the following Motion to **Authorize the acceptance of a donation by the Catasauqua Music Arts Parents Boosters of a shed and piano to the Catasauqua Area School District.***

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Emert

AYE: Hein, Bashaw, Deitrich, Emert, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

Robert Spengler: Reminded the Board of various meeting dates, including the Special Board meeting on October 2 2019, 6pm at CMS. (This meeting has now been cancelled and replaced with an October 9 2019 meeting, 6pm at CMS).

Carol Cunningham: Expressed her congratulations to Jason Bashaw for being appointed as the Principal of the Gwynned Square Elementary School in the North Penn SD, and to the entire CASD staff for a successful start of the 2019-2020 School Year.

22. NEXT MEETING DATES

- | | | | |
|-----------|---|-----------|-----------------------------|
| A. | Tuesday, October 8, 2019 | 7:00 P.M. | School Board Meeting |
| B. | Wednesday, November 6, 2019 | 4:00 PM | Buildings and Grounds |
| | | 5:00 PM | Academics Committee Meeting |
| | | 6:00 PM | Athletic Committee Meeting |
| C. | Tuesday, November 12, 2019
(Location Exception)
Lehigh Career & Technical Institute
4500 Education Park, Schnecksville | 7:00 P.M. | School Board Meeting |

23. ADJOURNMENT

MOTION BY: Deitrich *SECONDED BY:* Emert

Motion carried

Time Adjourned: 8:16 P.M.

Respectfully submitted,

Jason Bashaw
Secretary