

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**Tuesday, January 12, 2021**  
**7:00 P.M. – District Administration Office**

**1. CALL TO ORDER** ..... **President, Duane Deitrich**  
*President, Duane Deitrich Called the Meeting to Order at 7:05 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	V	Robert J. Spengler	V
Duane Deitrich	V	Dave Knerr	V
Jason Bashaw	V	Christina Lutz-Doemling	V
Lauren Cieslak	V	Lois Reed	V
Christy Cooper	V	Kathleen Kotran	V
Jillian Emert	V	Wayne Karess	V
Dale Hein	V	Eric Dauberman	V
Donald Panto		Melissa Inselmann	V
Shawn McGinley		Adam Schnug	V
Student Representatives		Shelley Keffer	
Janessa Ortiz	V	Thomas Moll	V
Trista Graser-Jewell		Ronald DeMaio	
		Kimberly Mooney	

*X = Present*  
*V=Virtual*

**4. NOTICE OF EXECUTIVE SESSIONS**  
 A. Executive Session for Legal and Personnel Reasons at 6:00 P.M.  
*Executive Session was held from 6:00 P.M. until 7:05 P.M*

**5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA**  
 A. School Board Director Recognition Month  
*Robert J. Spengler – Began the School Board Appreciation Presentation with a few words before turning it over to Kathleen Kotran to begin the videos.*

*Duane Deitrich asked again if there were any audience input, Kathleen Kotran responded there were none.*

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

*Christina Lutz-Doemling began with mentioning there is a request for final approval of the Economics Text Book under Agenda Item 14A. Additionally, at the upcoming Academics and Ed Committee Meeting Scheduled for February 3, 2021 the High School's Career Planning Guide for the 2021-2022 school year will be discussed and will also be taking a look at the Entrepreneurship Textbook selection.*

**B. Finance – Robert J. Spengler**

*Mr. Spengler provided a brief summary of a few items. The 2019-2020 Audit Report under 12A and where it reflects a positive fund balance of \$1,059,545.00 surpassing our goal. Completed the pricing for the February Bond Refinance. Looking at receiving our COVID relief version II of approximately \$2,000,000 estimated right now, which will be used for expenses March 2021 to October 2023.*

**C. Building & Grounds – Robert J. Spengler**

*Mr. Spengler provided an update on a stadium design group meeting scheduled for Wednesday, January 20, 2021. Mr. Spengler mentioned that during the past snow storm cleanup there were equipment issues with the John Deer and one of the dump trucks as a result. Lois Reed and Mr. Spengler are looking at an outright purchase versus a lease purchase and also looking at some cost options for Sheckler window sealing and brick pointing. These items will be discussed during next month's Building and Grounds meeting.*

**D. Policy – David Knerr**

*No new policies for tonight*

**E. Athletics-Thomas Moll**

*In Tom Moll's absence, Mr. Schnug updated the Board with the Wrestling season kicked off last night at Penn Argyl, the Boys and Girls Basketball is kicking off tonight, and if you follow our YouTube live you can view the Varsity Girls Basketball game using the new camera in the gymnasium.*

**F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich**

*We had our last meeting December 21, 2020. It was a pretty generic meeting so nothing new to report from the CLIU. Mr. Deitrich will keep the Board updated with regards to the CLEA Contract up for negotiation which had been put on hold for a year due to the COVID pandemic.*

**G. Borough of Catasauqua – Dale Hein**

*Mr. Hein indicated there was nothing new to report from the January 4, 2021 virtual meeting.*

**H. Borough of North Catasauqua – Jason Bashaw**

*Nothing new to report at this time.*

**I. Hanover Township – Lois Reed**

*Nothing at this time.*

**J. PSBA Liaison Update – Donald Panto**

*Mr. Panto was not in attendance to provide an update.*

**K. Lehigh Career & Technical Institute Update – Carol Cunningham**

*Mrs. Cunningham received an email from Mr. Rushton indicating there were 5 students who have COVID*

- L. Student Representatives - Janessa Ortiz & Trista Graser-Jewell  
*Trista Graser-Jewell had nothing new to report, but wanted to give a final thank to the School Board and she expressed that as a student who experienced both online and in school instruction, that it is working very well.*

**7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)**

- A. Reorganization School Board Meeting Held on December 1, 2020
- B. School Board Meeting Held on December 1, 2020

**8. APPROVAL OF TREASURER'S REPORT FOR DECEMBER 2020**

**9. APPROVAL OF BUDGET TRANSFERS DECEMBER 2020**

**10. APPROVAL FOR PAYMENT OF ALL A/P BILLS JANUARY 2021**

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

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

**ROLL CALL VOTE**

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

**12. FINANCIAL**

- A. Accept Independent Auditor's Report of 2019-2020 General Fund Budget  
Approval is requested to accept the independent auditor's report of the 2019-2020 General Fund Budget of the Catasauqua Area School District as prepared by France, Anderson, Basile & Company, P.C.
- B. Exoneration – Tax Collectors 2020-2021 Real Estate/Interim Taxes  
The following tax collector(s) of the Catasauqua Area School District request exoneration from collecting the following real estate and interim taxes for the 2020-2021 school year in accordance with Section 685 of the Public School code. These taxes are claimed "Delinquent" and will be submitted to Portnoff Associates for further collection as such. The deadline for collection of these taxes was 12-31-20.

Tax Collector	Municipality	2020-2021-Base Real Estate	2020-2021 Interim
James Delbertis	Catasauqua	\$237,188.36	\$0.00
Catasauqua Area SD	Hanover Twp	\$89,249.05	\$0.00
Donna Schifko	North Catasauqua	\$65,740.54	\$0.00
	<b>TOTAL</b>	\$392,177.95	\$0,00

**C. Approval of Tax Collector Salaries – Salary and Per Bill Posted and Remitted to District**

Approval of requested to approve the tax collector salaries as noted for the 2022-2025

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

**ROLL CALL VOTE**

*MOTION BY: Cunningham SECONDED BY: Cieslak*

*AYE: Cunningham, Bashaw, Hein, Cooper, Cieslak, Emert, Deitrich*

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

**13. PERSONNEL**

**A. Removal of the Following Substitute Employees for the 2020-2021 School Year**

Name	Position	Reason
Maureen Repasch	Non-Certified Instructional Aide Substitute Teacher	Personal
Christopher Proctor	Van Driver	Persona
Robert Pasternak	Substitute Teacher	Did Not Renew Clearances

**B. Substitutes**

The following applicants have requested to be added to the Substitute Employment List for the 2020-2021 School Year as follows:

Name	Assignment
Charles Hutterer	Substitute Teacher
Brandon Zellner *	Substitute Custodian
Shey Marth *	Substitute Teacher
Samantha Gaydos*	Substitute Teacher

\*pending receipt of employment paperwork

*Lauren Cieslak abstained from Item 13B for the combined Roll Call listed under Item 13K to reflect a Roll Call for Item 13B as follows:*

### **ROLL CALL VOTE**

*MOTION BY: Cunningham SECONDED BY: Emert*

*AYE: Cunningham, Emert, Hein, Cooper, Cieslak*

*NAY: 0*

*Abstention by Cieslak*

*Six Ayes, Zero Nays, Motion carried*

#### **C. Retirement**

1. Employee: Linda Tavares
- Status: Cafeteria Worker
- Assignment: Sheckler Elementary
- Effective: December 23, 2020

#### **D. Appointment of Extra-Curricular Positions – 2020-2021 School Year**

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2020-2021 school-year:

<b>Name</b>	<b>Position</b>	<b>Stipend</b>
Lisa Roth	CMS Newsletter Advisor - Shared	\$274.50
Dawn Fisher **	CMS Newsletter Advisor - Shared	\$274.50

\*\* (revised from \$549.00 approved 10/13/20)

#### **E. Approval for Substitute Rate of \$130.00 Per Day for Janelle Sentiwany Effective December 14, 2020**

#### **F. Approval for Substitute Rate of \$130.00 Per Day for Charles Hutterer Effective December 14, 2020**

#### **G. Approval of FMLA for Employee # 1698**

Approval for FMLA for employee #1698 effective upon exhaustion of all personal and sick leave beginning approximately January 21, 2021 until April 14, 2021.

#### **H. Nomination for Appointment**

1. Name: Douglas Keller
- Status: Custodian B
- Assignment: Districtwide
- Salary/Benefits: As Per Collective Bargaining Agreement
- Effective: December 7, 2020

- 2. Name: Jean Beegle \*
- Status: Custodian B
- Assignment: Districtwide
- Salary/Benefits: As Per Collective Bargaining Agreement
- Effective: Upon receipt of employment paperwork\*

**I. Approval of Student Teacher/Intern**

Approval is requested for the following student teacher/intern as listed:

College - DeSales University	Effective: February 1, 2021 to May 7, 2021
Name: Chantal Jacobs	English: Andrew Gruver
College - Kutztown University	Effective: March 15, 2021 to May 6, 2021
Name: Meghan Wald	Music: Robert Arnold
Name: Jacquelyn Garner	Special Education: Jennifer Moyer
College – Delaware Valley University	Effective: January 13, 2021 to Until completed hours
Loren Rich	Superintendence Field Experience: Christina Lutz-Doemling

**J. Approval Unpaid Leave of Absences**

Approval for Unpaid Leave of Absence for employee #2399 effective January 25, 2021, to May 14, 2021

**K. Approval Unpaid Leave of Absences**

Approval for Unpaid Leave of Absence for employee #1720 effective January 26, 2021, to February 28, 2021

*\* See under Item 13B how Roll Call Vote was reflected for that item.*

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

**ROLL CALL VOTE**

*MOTION BY: Cunningham SECONDED BY: Emert*

*AYE: Cunningham, Emert, Hein, Cooper, Cieslak, Bashaw, Deitrich*

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

## 14. CURRICULUM

### A. Final Approval of Textbook for 20-21 School Year

Administration requests final approval of the following textbook for the 20-21 school year as follows:

1. Economics  
 Title: *Economics*  
 Authors: A. O'Sullivan & S. Sheffrin  
 Publisher: Pearson/Savvas Learning Company

(Samples were available for examination and review)

## 15. BOARD APPROVALS

### A. Approval of §311(d) Resolution to Not Raise Taxes Beyond the State Index

Approval of Resolution Pursuant to Taxpayer Relief Act §311(d) for the 2021-2022 Fiscal Year Restricting the Increase in the Rate of any Tax to the Applicable Index and Otherwise Satisfying the Requirements of §311(d) [PDE Form 2028](#)

### B. Re-approval and Reaffirmation of PSBA's Principles for Governance and Leadership

Approval is requested for the re-approval and reaffirmation of PSBA's Principles for Governance and Leadership by the Board of School Directors.

### C. Approval is Requested for the Acceptance of a Donation by Mrs. Roberta Daubenspeck of a Marimba Appraised Valued at \$4,000.00, and an Upright Piano Valued at \$500.00 to the Catasauqua Area School District

### D. Approval is Requested for the Acceptance of a Donation by Mr. and Mrs. Roy Gable of Handmade Padded Seat Covers and Cart to the Catasauqua Area School District

### E. 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 14A, 15A, 15B, 15C, 15D, and 15E, were combined by Board request*

## **ROLL CALL VOTE**

*MOTION BY: Cunningham SECONDED BY: Bashaw*

*AYE: Cooper, Cunningham, Cieslak, Bashaw, Emert, Hein, Deitrich*

*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.*

*Wayne Karess – Had nothing to add to tonight’s board meeting.*

*Kathleen Kotran – Thanked the Board for all their hard work and dedication to the district.*

*Kathleen also expressed her pleasure working with this Board.*

*Eric Dauberman - Thanked the Board for their flexibility and guidance they provided to make this year work. Additionally, Mr. Dauberman thanked Mr. William Nothstein and his daughter Bethany for their help in December with the Giving Tree. The teachers donated money, and Bill and Bethany Nothstein went out and did all the shopping for the Giving Tree. Lastly Mr. Dauberman recognized the online teachers specifically who went out to drop off books for the second half of the year and gifts to the student’s houses. It was another effort in making the online students feel part of the Sheckler school building. Mr. Kotran was also thanked for helping put the Board Appreciation video together.*

*Melissa Inselmann – Thanked the School Board Members for everything they do for CMS including the iPads, and for the ability to offer the traditional five day in person model. Melissa also thanked Kimmi Miller, staff and students for her their help in putting the Board Appreciation video together. The Board was also updated with a couple of calendar items – the end of the second marking period is coming up on January 22, 2021 and then report cards will be made available through the Parent Portal, PowerSchool January 29, 2021.*

*Adam Schnug – A final thank you to the Board for all they do. The Winter Festivus Carnival will now be in February 2021. First Semester ends January 22, 2021. Students will start new courses January 26<sup>th</sup>, Keystone Exams begins January 16<sup>th</sup>, and reports cards will be available for parents January 29, 2021.*



*Jason Bashaw – Thanked the team, the Administrators, for everything they are doing behind the scenes to make it all happen, and for the teachers who are supporting everything they are doing and the collaboration that is going in to hold this kind of model is absolutely fantastic. The videos were absolutely remarkable and it was great to see the kids in action inside their classroom. Thank you for the time in showing us these videos.*

*Board Representative Trista Graser-Jewell – Had nothing to add at this time.*

*Jillian Emert – Said a thank you to Officer Potak, Ms. Estrada, and Ms. Reed for all they did with regards to the Giving Tree at Christmas Time.*

*Lauren Cieslak – Thank everyone for the phenomenal School Board Appreciation Video. Lauren thanked the staff for the excellent job they had been doing. We are almost at the second half of the school year. The hard work and dedication had really made our academic program successful. It has kept our kids happy and healthy in both settings our virtual and in school. Great job all around!*

*Dale Hein – Just wanted to say thank you to all three schools for what all you did for the Board with regards to the Appreciation video. It does help make the Board feel much appreciated. Mr. Hein also mentioned he checked the feeds of the Basketball games and commented our coverage is as good as anybody's and maybe even better.*

*Carol Cunningham – Thanked the Administrative team, Principal's, Staff, and Learning Assistants for all they do for our students, and also Happy New Year!*

*David Knerr – Expressed to continue to wish for a Happy New Year.*

*Christina Lutz-Doemling – Gave a Shout Out to the School Board Members, and said thank you for all your leadership and support and for ensuring our students have such high quality materials for learning. We are very much appreciative of that, so thank you for all that you do.*

*Robert Spengler – Expressed his sincere appreciation of the School Board and being able to work with such a team is a blessing. Happy New Year to everyone!*

*Duane Deitrich – Thanked everyone and went on to say it is really a testament to the small town community based values driven, mission vision and the execution of what we do. We cannot be successful without it being a team effort. Thank you to everyone and thank you for the yard sign.*

**21. RECOGNITION OF GUESTS & VISITORS**

*No guest or visitors*

**22. NEXT MEETING DATES**

- |                                |           |                             |
|--------------------------------|-----------|-----------------------------|
| A. Wednesday, February 3, 2021 | 4:00 PM   | B & G Committee Meeting     |
|                                | 5:00 PM   | Academics Committee Meeting |
|                                | 6:00 PM   | Athletic Committee Meeting  |
| B. Tuesday, February 9, 2021   | 7:00 P.M. | School Board Meeting        |

**23. ADJOURNMENT**

*MOTION BY: Cunningham    SECONDED BY: Emert*

*Motion carried*

**Time Adjourned: 8:00 P.M.**

Respectfully submitted,

Jason Bashaw  
Secretary