

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**MONTHLY SCHOOL BOARD MEETING**  
**TUESDAY, APRIL 10, 2012**

5084

**PURPOSE** The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Tuesday, April 10, 2012 in the District Administration Office Board Room. Vice President Carol Cunningham called the meeting to order at 7:02 P.M.

**ROLL CALL**

Members present: Dawn Berrigan, Carol Cunningham, Mary Alice Hartranft, Carol McCarthy, Christine Naegel, Donald Panto, and Sally J. Reiss

Member(s) absent: Duane Deitrich and Penny Hahn

Non-members present: Robert J. Spengler, Superintendent  
Christina Lutz-Doemling, Director of Curriculum & Assessment  
Kathleen Kotran, Coordinator of Instructional Technology, Federal Programs, and Community Education  
David Ascani, High School Principal  
Melissa Inselmann, Middle School Principal  
Ronald DeMaio, Assistant to the Elementary Principal  
Literacy Coordinator  
William Gasper, Supervisor of Facilities  
Thomas R. Moll, II, Director of Student Activities  
(Mr. Moll arrived at 7:55 P.M.)  
Lois Reed, Business Supervisor  
Wayne Karess, District Network Manager  
David Knerr, Solicitor  
Taylor Augustine, Student Representative  
Andrew Contreras, Student Representative

Visitors: See list inserted in Permanent Minute Book

Pledge of Allegiance to the Flag was given

**PRESENTATIONS/  
AUDIENCE INPUT  
ON AGENDA**

- A. Recognition of PA LEADS Teachers - Christina Lutz-Doemling
- B. Ronald DeMaio - presented Sheckler Elementary School Students of the Month for March 2012 with certificate and gift

**Grade 1**

Michael De Los Santos  
Angelina Dries

**Grade 2**

Bronwyn Pacchioli  
Jared Schneck

**Grade 3**

Hailey Deschaine  
Yesenia Ramos

**Grade 4**

Benjamin Langsdorf  
Penelope Pearson

**Life Skills**

Vernon Wright

**PRESENTATIONS/AUDIENCE INPUT ON AGENDA (continued)**

**At this time – 8:30 P.M. – board member Christine Naegel left meeting and returned at 8:35 P.M.**

- C. Melissa Inselmann - presented Catasauqua Middle School Students Star Player of the Month for March 2012 with a pin and certificate

**Grade 5**

Ainjel White

**Grade 6**

Jamie Reppert

**Grade 7**

Allyson Kovach

**Grade 8**

Leila Youssef

**COMMITTEE  
REPORTS**

- A. Buildings & Grounds Committee – Sally J. Reiss – April 3, 2012  
See minutes of committee meeting inserted in Permanent Minute Book

- B. Policy Committee – Mary Alice Hartranft – April 4, 2012  
See minutes of committee meeting inserted in Permanent Minute Book

**At this time – 8:38 P.M. – board member Dawn Berrigan left meeting and returned at 8:40 P.M.**

- C. Lehigh Career & Technical Institute – Carol McCarthy

1. 2<sup>nd</sup> Place – SkillsUSA – Shayla Rollock-Serio – Esthetics
2. 2<sup>nd</sup> Place – SkillsUSA – Tyler Cimerol – Graphic Communications
3. 3<sup>rd</sup> Place – SkillsUSA – Ashley Giannetti – Pre-School Teaching Assistant
4. Ashley Giannetti won the National Society of the Daughters of the American Revolution Essay Scholarship Contest – October 19, 2011. Ashley is in the Early Care and Education of Young Children Program and Academic Center Program at LCTI.

- D. Borough of Catasauqua – Mary Alice Hartranft

No report

- E. Borough of North Catasauqua – Carol McCarthy and Donald Panto

No report

- F. Hanover Township

No report

- G. PSBA Liaison Update – Donald Panto

1. Guide on 2013 legislative platform
2. Letter received from Julie Harhart informing the board about an open forum question and answer meeting on Governor's budget, to be held Wednesday, April 11, 2011 at Northern Lehigh High School auditorium. The five school districts in the 183<sup>rd</sup> legislative district have been invited, including Catasauqua Area School District.
3. Legislative Report on Keystone Exams – changed structure of exams
4. Referendum on taxes – check Legislative Bulletin
5. Teacher survey – moral at a low point – be sensitive

## COMMITTEE REPORTS (continued)

H. Lehigh Valley International Airport – Sally J. Reiss  
No report

I. Student Representatives – Taylor Augustine and Andrew Contreras  
1. May 11, 2012 - Prom – theme “Midnight in Paris”  
2. The Drama Club performed “Joseph and The Amazing Technicolor Dreamcoat”  
3. Home track meet today – April 10, 2012 – 30 seniors in track this year

**MINUTES APPROVED  
REGULAR BOARD  
MEETING -  
MARCH 12, 2012** Motion by McCarthy, seconded by Hartranft, the minutes of the regular board meeting held on March 12, 2012 be approved as presented.  
Motion carried.

**TREASURER’S  
REPORT - MARCH 2012** Motion by McCarthy, seconded by Berrigan, the report of the Treasurer for March 2012 be approved as presented. Motion carried.

**APPROVAL OF  
BUDGET  
TRANSFERS  
MARCH 2012** Motion by Hartranft, seconded by McCarthy, approving the request for budget transfers for the month of March 2012.

**ROLL CALL VOTE**

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL FOR  
PAYMENT OF ALL  
ACCOUNTS PAYABLES  
BILLS - APRIL 2012** Motion by McCarthy, seconded by Reiss, all accounts payables bills as presented in the amount of **\$593,074.23** be approved as follows:

<b>General Fund Bills-A/P April 10, 2012</b>	<b>\$555,558.40</b>
<b>Cafeteria Bills – A/P April 10, 2012</b>	<b><u>37,515.83</u></b>
<b>TOTAL</b>	<b>\$593,074.23</b>

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL FOR  
PAYMENT OF ALL  
CONSTRUCTION FUND  
BILLS** Motion by McCarthy, seconded by Reiss, all construction fund bills as presented in the amount of **\$6,129.00** be approved as follows:

<b>Construction Fund Bills-A/P Apr. 10, 2012</b>	<b>\$6,129.00</b>
<b>TOTAL</b>	<b>\$6,129.00</b>

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**At this time – 7:55 P.M., Thomas M. Moll, II, Director of Student Activities, arrived at meeting.**

**APPROVAL TO RATIFY ALL MANUAL CHECKS** Motion by McCarthy, seconded by Reiss, all manual bills as presented in the amount of **\$1,572,970.70** be approved as follows:

**MARCH 2012**

<b>General Fund Manual Checks – March 2012</b>	<b>\$ 254,868.81</b>
<b>Payroll – General Fund – March 2012</b>	<b>1,268,361.90</b>
<b>Payroll – Cafeteria – March 2012</b>	<b>40,605.81</b>
<b>Activities Fund Bills – March 2012</b>	<b><u>9,134.18</u></b>

**TOTAL** **\$1,572,970.70**

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**PERSONNEL MATTERS - 2011-2012 AND 2012-2013 SCHOOL YEARS**

Motion by McCarthy, seconded by Reiss, approving personnel for the 2011-2012 and 2012-2013 school years as follows:

**A. Substitute Employees - 2011-2012 School Year**

The following applicants have been approved to be added to the substitute employment list for the 2011-2012 school year as follows:

Cynthia Urso

Non-Certified Instructional Aide Substitute

**B. Intent to Retire**

1. **Christina Mondschein**

Status:	Guidance Counselor
Assignment:	Catasauqua High School
Years of Service:	35 Years of Service
Effective:	June 14, 2012 (or last contractual day of 2011-2012 school year)

**C. Substitute Employees - 2012-2013 School Year**

The following applicants have requested to be added to the substitute employment list for the 2012-2013 school year as follows:

Christina Mondschein

Day-to-Day Substitute Teacher

**D. Removal of Name(s) from Substitute Employee Lists**

The following applicant(s) should be removed from the substitute employments lists as noted for the 2011-2012 school year:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Reason</u></b>
Patti Abbott	Day-to-Day Substitute Teacher	Personal

**PERSONNEL MATTERS - 2011-2012 AND 2012-2013 SCHOOL YEARS (continued)****E. Letter of Resignation**1. Tara Mathias

Status: Cafeteria Worker  
 Assignment: Catasauqua Middle School  
 Reason: Personal  
 Effective: March 13, 2012

Before vote, School Board Member Don Panto stated for the record that he thanks Christina Mondschein for being an excellent guidance counselor and for all the work she and Eric Snyder do. School Board Member Dawn Berrigan agreed.

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

Motion by Berrigan, seconded by McCarthy, approving personnel for the 2012-2013 school year as follows:

**F. Appointment of Extra-Curricular Positions – 2012-2013 School Year**

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2012-2013 school year:

<u>Name</u>	<u>Positions</u>	<u>Stipend</u>
Ronald DeMaio, Jr.	Elementary Program Co-Coordinator	\$642.50
Wendy Laubenstein	Elementary Program Co-Coordinator	\$642.50
Joseph Alley	Sheckler Science Fair Co-Coordinator	\$121.50
David Burker	Sheckler Science Fair Co-Coordinator	\$121.50
Judith Evans	Middle School Scholastic Bowl Co-Coach	\$479.50
Carrie Saul*	Head Field Hockey Coach	TBD

Roll Call – Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye; Berrigan nay. One (1) nay. Motion carried.

**PRELIMINARY APPROVAL OF TEXTBOOK FOR 2012-2013 SCHOOLYEAR – CATASAUQUA HIGH SCHOOL SPANISH**

Motion by Hartranft, seconded by Berrigan, granting preliminary approval of the following textbook for the 2012-2013 school year for Catasauqua High School as follows (textbook will be available for examination and review for a period of 30 days with final adoption in May 2012.):

**High School Spanish**

Title: ¡Buen viaje! – Level 3  
 Author: Conrad J. Schmitt and Protase E. Woodford  
 Publisher: Glencoe/McGraw-Hill  
 Copyright: 2008

**ROLL CALL VOTE**

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL OF SUMMER SCHOOL AT ALLENTOWN CITY, NORTHAMPTON AREA, WHITEHALL-COPLAY SCHOOL DISTRICTS, AND eBRIDGE ONLINE ACADEMY SUMMER OF 2012**

Motion by Reiss, seconded by Berrigan, granting approval 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 & 12), to attend summer school for the summer of 2012 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.

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL OF FACILITIES PLAN COMMITTEE REPORT CARBON-LEHIGH INTERMEDIATE UNIT #21 – 2012-2013 SCHOOL YEAR**

Motion by McCarthy, seconded by Hartranft, granting approval of the 2012-2013 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit #21 Facilities Plan Committee on January 27, 2012. 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.

**Facilities Plan Committee Report inserted in Permanent Minute Book**

**ROLL CALL VOTE**

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL TO ATTEND – CONF., SEMINARS, ETC.**

Motion by McCarthy, seconded by Hartranft, granting approval to the following to attend conferences, seminars, etc. as listed:

1. Name of Employee(s): Christina Lutz-Doemling, Director of Curriculum & Assessment  
Eric Dauberman, Elementary School Principal  
Kathleen Kotran, Coordinator of Instructional Technology  
Federal Programs, and Community Education
- Dates Requested: June 25 & 26, 2012
- Conference Title: Institute for Assessment
- Location: Hilton Harrisburg  
Harrisburg, PA
- Est. Costs to District: All costs will be paid by i3 Grant

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL OF  
ADDITIONAL REVISED  
BUS & VAN STOPS  
2011-2012  
SCHOOL YEAR  
AS OF MARCH 2012**

Motion by McCarthy, seconded by Hartranft, approving the additional revised bus/van stops for the 2011-2012 school year, effective March 2012. Indicated stops are subject to change due to additional student enrollments and/or 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 to attached 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.

**List of Bus Stops inserted in Permanent Minute Book**

**ROLL CALL VOTE**

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**SECOND REVISION  
READING –  
POLICY #206 –  
ADMISSION OF  
BEGINNERS**

Motion by McCarthy, seconded by Berrigan, approving the second revision reading of the following policy:

Section: PUPILS  
Policy #: 206  
Title: Admission of Beginners

**Policy inserted in Permanent Minute Book**

**ROLL CALL VOTE**

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL TO  
DEVELOP  
SPECIFICATIONS AND  
ADVERTISE FOR THE  
CATASAUQUA MIDDLE  
SCHOOL BOILER  
PROJECT**

Motion by Reiss, seconded by McCarthy, granting approval to authorize administration to develop specifications and advertise for the Catasauqua Middle School boiler project as discussed at the Tuesday, April 3, 2012 Buildings & Grounds Committee Meeting.

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**FIRST READING  
POLICY #140  
ACCELERATION  
POLICY**

Motion by Naegel, seconded by Berrigan, approving the first reading of the following policy:

Section: PROGRAMS  
Policy #: 140  
Title: Acceleration Policy

**Policy inserted in Permanent Minute Book**

**ROLL CALL VOTE**

Roll Call – Berrigan aye, Cunningham aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**LETTERS OF  
COMMENDATION**

1. Kathleen Kotran
  - A. DiAnne Galm – Congratulations on being selected to attend the Discovery Education Network Summer Institute

**INFORMATION ITEMS**

1. Thomas R. Moll, II
  - A. Golf Tournament – Saturday, June 9, 2012
  
2. Melissa Inselmann
  - A. April 17, 18, & 19, 2012 – PSSA Writing 5<sup>th</sup> & 8<sup>th</sup> Grades
  - B. April 24 & 25, 2012 – PSSA Science 8<sup>th</sup> Grade
  - C. May 2, 2012 – Transition of incoming 5<sup>th</sup> Graders
  - D. May 3, 2012 – 5<sup>th</sup> Grade parents – presentation 7:00 P.M. in auditorium
  - E. May 4, 2012 – 5<sup>th</sup> Grade students visit Catasauqua Middle School for tour, meet teachers, Melissa Inselmann and Bryan Klass
  - F. DiAnne Galm had her stack-up idea guide published in the stack-up newsletter 104 stackers
  
3. Carol McCarthy
  - A. Catasauqua High School performed a great play to standing ovations
  
4. David Ascani
  - A. Wednesday, April 4, 2012 – 8<sup>th</sup> Grade Orientation went well
  - B. Catasauqua High School Musical was a fun show
  - C. PSSA Writing will be this week and PSSA Science next week
  - D. Assembly April 12, 2012 through SADD regarding prescription drug abuse
  - E. 4<sup>th</sup> marking period is moving along
  - F. Sunday, April 22, 2012 – SADD Basket Bingo will be held
  - G. Friday, May 11, 2012 – Prom will be held

**CORRESPONDENCE**

1. Sally J. Reiss – PSBA Membership Newsletter informing about what PSBA can do for board members. The PSBA Legislative Platform Forum is being held soon, but the district does not send anybody.



**NEXT SCHOOL BOARD MEETING DATES**

- |                           |  |  |
|---------------------------|--|--|
| A. Monday, April 16, 2012 | 6:00 P.M.  | Special Board Meeting  |
| B. Wednesday, May 2, 2012 | 4:00 P.M.<br>5:00 P.M.<br>6:00 P.M.<br>7:00 P.M. | Finance Committee<br>Academics & Education Committee<br>Policy Committee<br>Athletic Council |
| C. Tuesday, May 8, 2012   | 5:30 P.M.<br>7:00 P.M.                           | Buildings & Grounds Meeting<br>Board Workshop Meeting  |
| D. Monday, May 14, 2012   | 7:00 P.M.  | Regular School Board Meeting   |

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

**ADJOURNMENT**      Motion by Reiss, seconded by Berrigan, to adjourn meeting.  
Meeting adjourned at 8:50 P.M.

Respectfully submitted,

Sally J. Reiss  
Secretary

School Board met in Executive Session after regular board meeting and did not reconvene.