

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
MONDAY, DECEMBER 5, 2011

5034

PURPOSE

The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, December 5, 2011 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:16 P.M.

ROLL CALL

Members present: Dawn M. Berrigan, Carol Cunningham, Penny Hahn, Mary Alice Hartranft, Robert Levine, Christine Naegel, Donald Panto, and Sally J. Reiss

Members absent: Carol McCarthy

Non-members present: Robert J. Spengler, Superintendent
Ronald DeMaio, Assistant to the Elementary Principal/Literacy Coordinator
Bryan Klass, Assistant Middle School Principal
David Domchek, Assistant High School Principal
Lois Reed, Business Supervisor
Wayne Karess, District Network Manager
Thomas R. Moll, II, Director of Student Activities
David Knerr, Solicitor
Taylor Augustine, Student Representative
Andrew Contreras, Student Representative

Visitors: See list inserted in Permanent Minute Book

NOTICE OF EXECUTIVE SESSIONS

No Executive Sessions were held.

PRESENTATIONS/ AUDIENCE INPUT ON AGENDA ITEMS

A. Sheckler Elementary School Students of the Month-November 2011
Eric Dauberman

<u>Grade 1</u>	<u>Grade 2</u>	<u>Grade 3</u>	<u>Grade 4</u>
Kayla Boykas	Hope Rutman	Josiah Acevedo	Jacob Smith
Zachary Rizzo	Zeina Youssef	Jenna Buckwalter	Katherine Verenna

COMMITTEE REPORTS

- A. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
1. Proposed operating budget for 2012-2013 – deduction for Catasauqua
2. No pay increase for directors for 2012-2013
- B. Borough of North Catasauqua – Donald Panto
1. No tax increase for 2012
- C. Hanover Township – Lehigh County – Robert Levine
1. Working on new township building
2. Irving Street closed till next month
- D. Lehigh Valley International Airport – Sally J. Reiss
1. LVIA wants to sell Queen City Airport

COMMITTEE REPORTS (continued)

E. PSBA Liaison Update – Donald Panto

1. Ban on texting while driving
2. Safety in Sports Act

F. Student Representatives – Taylor Augustine and Andrew Meckes

Taylor Augustine

1. Senior Graduation Projects
2. Winter Formal in January

Andrew Meckes

1. Chorus/Band Concert
2. Audition for Talent Show
3. Winter Sports
4. Play “Hairspray”

MINUTES APPROVED
BOARD WORKSHOP
NOVEMBER 10, 2011

Motion by Cunningham, seconded by Reiss, the minutes of the board workshop meeting held on November 10, 2011 be approved as presented. Berrigan and Naegel abstained from voting due to not being a board member yet. Levine abstained from voting due to being absent. Motion carried.

MINUTES APPROVED
REGULAR MEETING
NOVEMBER 14, 2011

Motion by Cunningham, seconded by Reiss, the minutes of the regular meeting held on November 14, 2011 be approved as presented. Berrigan and Naegel abstained from voting due to not being a board member yet. Levine abstained from voting due to being absent. Motion carried.

TREASURER’S REPORT
NOVEMBER 2011

Motion by Cunningham, seconded by Hartranft, the report of the Treasurer for November 2011 be approved as presented. Berrigan and Naegel abstained from voting due to not being a board member yet. Motion carried.

APPROVAL OF
BUDGET
TRANSFERS
NOVEMBER 2011

Motion by Hartranft, seconded by Berrigan, approving the request for budget transfers for the month of November 2011.

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, Panto aye, and Reiss aye. Berrigan and Naegel abstained from voting due to not being a board member yet. Motion carried.

APPROVAL FOR
PAYMENT OF ALL
ACCOUNTS PAYABLES
BILLS - DECEMBER 2011

Motion by Cunningham, seconded by Hartranft, all accounts payables bills as presented in the amount of **\$658,311.57** be approved as follows:

General Fund Bills-A/P Dec. 5, 2011	\$636,303.72
Cafeteria Bills – A/P December 5, 2011	<u>22,007.85</u>
TOTAL	\$658,311.57

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

APPROVAL TO RATIFY ALL MANUAL BILLS Motion by Cunningham, seconded by Hartranft, all manual bills as presented in the amount of **\$1,206,736.49** be approved as follows:

NOVEMBER 2011	General Fund Manual Checks – Nov. 2011	\$ 232,132.48
	Cafeteria Fund Manual Checks – Nov. 2011	75.00
	Payroll – General Fund – Nov. 2011	932,190.75
	Payroll – Cafeteria – Nov. 2011	29,805.08
	Activities Fund Bills – November 2011	<u>12,533.18</u>
	TOTAL	\$1,206,736.49

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

APPROVAL TO RUN MANUAL CHECKS PRIOR TO Motion by Reiss, seconded by Hartranft, approving to run manual checks prior to the January 9, 2012 board meeting.

JANUARY 9, 2012 BOARD MEETING

ROLL CALL VOTE

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

PERMISSION TO PARTICIPATE IN BID SUPPLY PROGRAM Motion by Cunningham, seconded by Hartranft, granting permission to participate in the Pennsylvania Education Joint Purchasing Council (I.U. #16) and Lehigh Career & Technical Institute bid supply program for the 2012-2013 school year.

ROLL CALL VOTE

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

PERSONNEL MATTERS - 2011-2012 SCHOOL YEAR Motion by Cunningham, seconded by Hartranft, approving personnel for the 2011-2012 school year as follows:

A. Removal of Substitute Employees

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

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Eric Zweitolitz	Day-to-Day Substitute Teacher and Substitute Certified Instructional Aide	Moved from area

B. Letter of Resignation

1. Kristen Bond

Status:	Head Girls' Volleyball Coach
Assignment:	Districtwide – Athletic Department
Reason:	Personal
Effective:	November 15, 2011

PERSONNEL MATTERS - 2011-2012 SCHOOL YEAR (continued)

B. Letter of Resignation (continued)2. Frank Schlofer

Status: Head Field Hockey Coach
 Assignment: Districtwide – Athletic Department
 Reason: Personal
 Effective: Immediately for the 2011-2012 school year

C. Appointment of Extra-Curricular Positions - 2011-2012 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2011-2012 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Beau Fisher*	Assistant Wrestling Coach	Volunteer
Eric Longenhagen*	Assistant Boys' Basketball Coach	Volunteer
Lisa Packard	M.S. Student Forum Co-Advisor	\$358.50
Jill Vos	M.S. Student Forum Co-Advisor	\$358.50

*Pending receipt of required employment forms

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

APPROVAL TO CLOSE STUDENT ACTIVITY FUND Motion by Berrigan, seconded by Hartranft, granting approval to close the following student activity fund:

Catasauqua High School Student Store**ROLL CALL VOTE**

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

REPRESENTATIVE TO LEHIGH CAREER & TECHNICAL INSTITUTE BOARD OF DIRECTORS

Motion by Cunningham, seconded by Berrigan, to nominate and name Carol McCarthy as the district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2011 to December 1, 2012.

Motion by Reiss to nominate and name Robert Levine as the district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2011 to December 1, 2012.

Voting for Carol McCarthy: Berrigan, Cunningham, Hahn, Hartranft, Naegel, Panto and Reiss

Voting for Robert Levine: Mr. Levine abstained from voting, and there were no votes cast for Robert Levine

Carol McCarthy was named the district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2011 to December 1, 2012.

**APPROVAL OF
ADDITIONAL REVISED
BUS & VAN STOPS
2011-2012
SCHOOL YEAR
AS OF DEC. 6, 2011**

Motion by Cunningham, seconded by Hartranft, approving the additional revised bus/van stops for the 2011-2012 school year, effective December 6, 2011. 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 Operations 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, Hahn aye, Hartranft aye, Levine aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**LETTERS OF
COMMENDATION**

1. David Ascani and David Domchek
 - A. To Paula Semmel, Alexis Sziy and James D'Annibale – for their outstanding work organizing and executing the 2011 Catasauqua High School Pep Rally

INFORMATION ITEMS

1. Thomas R. Moll, II
 - A. Concussion program – Wed., December 7, 2011 – high school auditorium
 - B. The **CHS Athletic Department** is pleased to announce the Rough Riders were well represented on the 2011-2012 Colonial League Football All-League team.

FIRST TEAM

Sa'Quon Burton- Wide Receiver
Luke Garner- Inside Linebacker
Sa'Quon Burton- Defensive Back

SECOND TEAM

Christopher Sofish- Offensive Guard

HONORABLE MENTION

Eric Matz- Defensive Back
Eric Matz- Punter

Please join the **CHS Athletic Department** in congratulating these boys on their tremendous accomplishments.

- C. Sports Hall of Fame
 - D. Booster Club Dance
 - E. Winter Sports started
2. Wayne Karess
 - A. Districtwide security enhancements

INFORMATION ITEMS (continued)

3. Ronald DeMaio
 - A. Thanksgiving Lunch – 800 to 1,000 served
 - B. Giving Tree – 31 students
 - C. December 15, 2011 – Fourth Grade Christmas Program
 - D. December 22, 2011 – Santa arrives at Sheckler Elementary School
4. Bryan Klass
 - A. Spirit Week before Thanksgiving
 - B. Parent/Teacher Conferences (scheduled on-line)
 - C. December 21, 2011 – Winter Choral/Band Concert at Catasauqua M.S.
5. Donald Panto
 - A. Proud of athletic programs
6. Robert J. Spengler
 - A. End of year – use of facilities report
 - B. December 12, 2011 – 6:00 P.M.
special board meeting – Medical Charter School Hearing
7. David Domchek
 - A. State Police – training at Catasauqua High School in December

NEW BUSINESS

1. Dawn Berrigan
 - A. Questioned timeframe of board minutes on the Catasauqua Area School District website

APPROVAL TO SEND
PAST DUE
INVOICE #0910-76 TO
SMALL CLAIMS COURT

Motion by Hahn, seconded by Cunningham, granting approval to send past due Invoice #0910-76 in the amount of \$910.39 to small claims court.

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye; Berrigan nay. Levine abstained from voting. One (1) nay. Motion carried.

RECOGNITION OF
GUESTS & VISITORS

1. Tonya Krautsack, 1090 Sixth Street, North Catasauqua, PA
Questioned actions relative to her child from a school board member.

NEXT SCHOOL BOARD MEETING DATES

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| A. Monday, December 12, 2011 | 6:00 P.M. | Special School Board Meeting
Charter School Application Hearing
And any other business that may be
brought before the board |
| B. Tuesday, January 3, 2012 | 5:30 P.M. | Buildings & Grounds Committee |
| C. Tuesday, January 3, 2012 | 7:00 P.M. | Board Workshop Meeting |
| D. Wednesday, January 4, 2012 | 4:00 P.M.
5:00 P.M.
6:00 P.M.
7:00 P.M. | Finance Committee
Academics & Education Committee
Policy Committee
Athletic Council |
| E. Monday, January 9, 2012 | 7:00 P.M. | Board Meeting |

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

ADJOURNMENT Motion by Cunningham, seconded by Reiss, to adjourn meeting.
Meeting adjourned at 9:00 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary