

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
MONDAY, NOVEMBER 14, 2011

5020

PURPOSE The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, November 14, 2011 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:00 P.M.

ROLL CALL Members present: Carol Cunningham, Duane Deitrich, Penny Hahn, Mary Alice Hartranft, Carol McCarthy, Donald Panto (arrived at 7:02 P.M.), Sally J. Reiss (arrived at 7:02 P.M.), and Patricia Snyder

Members absent: Robert Levine

Non-members present: Robert J. Spengler, Superintendent
Kathleen Kotran, Coordinator of Instructional Technology, Federal Programs, and Community Education
Eric Dauberman, Elementary School Principal
Melissa Inselmann, Middle School Principal
David Domchek, Assistant High School Principal
Bryan Klass, Assistant Middle School Principal
Lois Reed, Business Supervisor
William Gasper, Facilities Manager
Wayne Karess, District Network Manager
Thomas R. Moll, II, Director of Student Activities
David Knerr, Solicitor (arrived at 7:04 P.M.)
Andrew Contreras, Student Representative

Visitors: List of names inserted in Permanent Minute Book

Pledge of Allegiance to the Flag was given

At this time, 7:02 P.M., board members Donald Panto and Sally J. Reiss arrived at board meeting

At this time, 7:04 P.M., Solicitor David Knerr arrived at board meeting.

**PRESENTATIONS/
AUDIENCE INPUT
ON AGENDA** A. Sheckler Elementary School Students of the Month – October 2011
Eric Dauberman

<u>Grade 1</u>	<u>Grade 2</u>	<u>Grade 3</u>	<u>Grade 4</u>
Jacob Dove	Alexis Bolich	Emma Hawk	Jordan Blöse
Conor Sandt	Kalman Sasdi	Jalen Lukitsch	Austin Lederer

B. Catasauqua Middle School Students of the Month-October 2011
Melissa Inselmann

<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>
Alexis Norton	Brett Foster	Tyson Stuber	Hannah Edwards

- COMMITTEE REPORTS
- A. Academics & Education – Carol Cunningham – meeting held Nov. 2, 2011
See minutes inserted in Permanent Minute Book
- B. Policy Committee – Mary Alice Hartranft - meeting held Nov. 2, 2011
See minutes inserted in Permanent Minute Book
- C. Lehigh Career & Technical Institute – Carol McCarthy
1. Restaurant served a great dinner at our board workshop on Nov. 10, 2011
 2. Lehigh Career & Technical Institute National Technical Honor Society 2011-2012 candidates for induction -Braxton Strauss from Catasauqua was inducted for Welding Technology
 3. Dr. Hornberger is retiring and will be donating money to a scholarship fund
 4. LCTI is losing some experienced board members also
- D. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
1. Final budget will be finalized by November 21, 2011
 2. William Miracle was elected as the LCCC Trustee-at-Large
- E. Borough of Catasauqua – Mary Alice Hartranft
1. Four council seats were filled by Brian Bartholomew, Brian McKittrick, Eugene Schlegel and Jessica Kroope
 2. Borough commended four high school students who helped clean park after recent flooding
Zachary Pattison Jacob Rocovits
Justin Bass Andrew Contreras (said it was fun)
- F. Borough of North Catasauqua – Carol McCarthy and Donald Panto
No report – next meeting is Tuesday, November 15, 2011
- G. Hanover Township – Lehigh County
1. Logan’s Steak House and Old Navy are both being added to the Airport Road shopping center
- H. Lehigh Valley International Airport – Sally J. Reiss
1. Meeting held October 25, 2011, noon at the airport
 2. Chairman Haines wants to erect a sign on Race Street telling the public what ABE is doing, instead of publishing in the paper – they are working on it.
 3. Twenty-four firms are interested in buying the airport properties available
- I. PSBA Liaison Update – Donald Panto
1. School Leadership articles about the law governing cyber charter schools, funding, accountability and other issues
 2. Surveys – chart lists all states, Pennsylvania 49 of 50 in mean SAT scores – but the scores don’t compare participation vs. percentages in states
 3. 14,000 state school jobs were lost over the summer due to budget cuts
 4. State has new ways to assess educators – pilot programs indexing educator performance based on performance of students – started in 2007 now there is no more money from grants to help fund this

COMMITTEE REPORTS (continued)

J. Student Representative(s) – Andrew Contreras

1. First marking period ended last week
2. High school play this weekend, Friday, November 18, Saturday, November 19 and Sunday, November 20, 2011 – “You Can’t Take It With You”
3. Hall decorating, pep rally, and Turkey Day game next week

MINUTES APPROVED Motion by Reiss, seconded by Deitrich, the minutes of the regular meeting
REGULAR MEETING held on October 10, 2011 be approved as presented. Hartranft and McCarthy
OCTOBER 10, 2011 abstained from voting, due to not being present at that meeting. Motion carried.

TREASURER’S REPORT Motion by McCarthy, seconded by Hartranft, report of the Treasurer for
OCTOBER 2011 October 2011 be approved. Motion carried.

APPROVAL OF Motion by McCarthy, seconded by Cunningham, approving the request for budget
BUDGET transfers for the month of October 2011.
TRANSFERS

OCTOBER 2011 **ROLL CALL VOTE**

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

APPROVAL FOR Motion by McCarthy, seconded by Deitrich, all accounts payables bills as presented
PAYMENT OF ALL in the amount of **\$1,083,414.31** be approved as follows:
ACCOUNTS PAYABLES

BILLS - NOVEMBER 2011	General Fund Bills-A/P Nov. 14, 2011	\$1,031,017.48
	Cafeteria Bills – A/P November 14, 2011	<u>52,396.83</u>
	TOTAL	\$1,083,414.31

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

APPROVAL FOR Motion by McCarthy, seconded by Deitrich, all construction fund bills as presented in
PAYMENT OF ALL the amount of **\$16,432.95** be approved as follows:
CONSTRUCTION FUND

BILLS	Construction Fund Bills - A/P Nov. 14, 2011	<u>\$16,432.95</u>
	TOTAL	\$16,432.95

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

APPROVAL TO RATIFY ALL MANUAL BILLS Motion by McCarthy, seconded by Deitrich, all manual bills as presented in the amount of **\$1,111,128.33** be approved as follows:

OCTOBER 2011	General Fund Manual Checks – Oct. 2011	\$ 214,133.54
	Payroll – General Fund – Oct. 2011	853,629.79
	Payroll – Cafeteria – Oct. 2011	28,309.18
	Activities Fund Bills – October 2011	<u>15,055.82</u>
	TOTAL	\$1,111,128.33

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

APPROVAL OF TRANSPORTATION AGREEMENT WITH WHITEHALL-COPLAY SCHOOL DISTRICT Motion by McCarthy, seconded by Cunningham granting approval to enter into an agreement with Whitehall-Coplay School District to transport a student to and from the Catasauqua Area School District as identified in the attached contract.

ROLL CALL VOTE

Contract inserted in Permanent Minute Book

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

APPROVAL/RENEWAL OF SERVICE CONTRACTS Motion by McCarthy, seconded by Deitrich, approving the following property and/or service contracts as noted:

- 1. Service Provider:** Lancaster-Lebanon I.U. #13

Service: Renewal of Symantec Messaging gateway Version 9.5
Provides AntiVirus/AntiSPAM protection as well as filtering and Other management functions for the district's Microsoft Exchange Email System

Location: Districtwide

Amount: \$3,488.70

Term: October 25, 2011 – October 24, 2012
- 2. Service Provider:** IntegraOne

Service: HP Care Pack 4-Hour Same Business Day Hardware Support Post Warranty (parts and labor) for HP DL360G5 S/N USE841N65P (Follett Destiny Server).

Location: Districtwide

Amount: \$412.00

Term: October 24, 2011 – October 23, 2012

ROLL CALL VOTE

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

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

A. Substitute Employees

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

Lori Beck	Substitute Van Driver
*Lisa Denning	Substitute Bus/Van Driver
*Thomas Eroh	Substitute Van Driver
Jennifer Schwartz-O'Boyle	Substitute Van Driver
*David Smith, Jr.	Substitute Bus/Van Driver
*Ann Marie Martin	Substitute School Nurse (day-to-day sub. teacher rates)
*Pending receipt of required employment forms	

B. Removal of Name(s) from Substitute Employee Lists

The following applicant(s) have been approved to be removed from the substitute employment lists as noted for the 2011-2012 school year:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Kaitlin Lutz	Day-to-Day Substitute Teacher	Full-Time employment
Jennifer DeAngelis	Day-to-Day Substitute Teacher	Personal

C. Approval of Student Teachers/Interns

Approval is granted for the following student teachers/interns as listed:

Sheckler Elementary School

<u>Name & College</u>	<u>Area of Certification</u>	<u>Effective</u>
Michael Wrecsics – Kutztown	3 rd Grade – Kelly Strauch	Oct. 24 – December 10, 2011
Lauren Yenolevich – Kutztown	3 rd Grade – James Wilson	March 19 – May 10, 2012
Demi James – Kutztown	3 rd Grade – Wendy Laubenstein	March 19 – May 10, 2012
Kelly Blair – Kutztown	2 nd Grade – Susan Conner	March 19 – May 10, 2012
Angela Bucci-Herb – Kutztown	2 nd Grade – Michael Conner	March 19 – May 10, 2012
Nicolle Cuddy – Kutztown	1 st Grade – Shannon Wanko	March 19 – May 10, 2012
Cory Marques – Alvernia	2 nd Grade – Erica Schlamp	March 12 – April 27, 2012

Catasauqua High School

<u>Name & College</u>	<u>Area of Certification</u>	<u>Effective</u>
Michael Zubia – Moravian College	Social Studies – Alexis Sziy	March 12 – April 27, 2012
Nicholas Wynne – Kutztown Univ.	Math – Molly LaVigne	Jan. 24 – March 9, 2012

PERSONNEL MATTERS 2011-2012 SCHOOL YEAR (continued)**D. 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>
Michael Baclawski	M.S. Audio-Visual Coordinator (1/3 shared)	\$531.33
Tara Roseman	Catasauqua Middle School Yearbook Advisor	\$473
Scott Bateman	High School Technical Stage Manager	\$2,000
Adam Smith	Assistant Boys' Basketball Coach	Volunteer
Daren Winch	Assistant Boys' Basketball Coach	Volunteer
Gerald D. Case, III	Assistant Boys' Basketball Coach	Volunteer
*Chris P. Blount	Assistant Girls' Basketball Coach	\$3,520

*Pending receipt of required employment forms.

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

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

E. Change of Stipend1. **Jared Case**

Status:	Assistant Girls' Basketball Coach
Assignment:	Catasauqua High School Athletic Department
Previous Stipend:	\$3,520
Stipend:	Volunteer
Effective:	Immediately for 2011-2012 school year

ROLL CALL VOTE

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

APPROVAL TO ATTEND - CONF., SEMINARS, ETC. Motion by Cunningham, seconded by Hartranft, granting approval to the following to attend conferences, seminars, etc:

1. Name of Employee(s): Eric Dauberman, Sheckler Elementary School Principal
Melissa Inselmann, Catasauqua Middle School Principal
David Ascani, Catasauqua High School Principal
Shelley Keffer, Coordinator of Student Services
Kristen Zavar, ESL Teacher
Kathleen Kotran Coordinator of Instructional Technology
Federal Programs, and Community Education
- Dates Requested: December 4, 5, 6, & 7, 2011
- Conference Title: 2011 SAS Institute: Defining and Aligning for Student Achievement
- Location: Hershey Lodge & Convention Center
Hershey, PA
- Estimated Cost to District: \$79.00 – mileage (will carpool)
\$60.00 – meals
\$99.00 – registration
Total = \$238.00 per person
All district costs will be paid with SAS MD Grant Funds

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

APPROVAL OF ACTIVITY ACCOUNT 2011-2012 SCHOOL YEAR Motion by McCarthy, seconded by Cunningham, approving the following activity account that has been opened during the 2011-2012 school year:

Class of 2015

ROLL CALL VOTE

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

RE-APPROVAL OF WELLNESS POLICY Motion by McCarthy, seconded by Cunningham, re-approving the Wellness Policy of the Catasauqua Area School District for the 2011-2012 school year, as required by the Pennsylvania Department of Education.

Wellness Policy inserted in Permanent Minute Book

ROLL CALL VOTE

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

APPROVAL OF POTENTIAL OVERNIGHT STUDENT ACTIVITY TRIPS Motion by McCarthy, seconded by Deitrich, granting approval for potential overnight student activity trips, Fall 2011-2012, Winter 2011-2012 and Spring 2011-2012 as listed below.

D. Overnight Student Activity Trips

Cross Country

November 4, 5, 2011
Parkview CC Course
Hershey, PA

Girls Basketball

March 23, 24, 2012
Bryce Jordan Center
State College, PA

Track and Field

May 25, 26, 2012
Shippensburg University
Shippensburg, PA

Softball

June 15, 2012
Nittany Lion Softball Park
Penn State University
State College, PA

Boys Volleyball

June 1, 2, 2012
Multi-Sport Indoor Facility
Penn State University
State College, PA

Boys Basketball

March 23, 24, 2012
Bryce-Jordan Center
State College, PA

Wrestling

March 2, 3, 2012 (Regionals)
Wilson West Lawn High School
Wilson, PA

March 8, 9, 10, 2012 (States)
Giant Center
Hershey, PA

Girls Soccer

June 9, 2012
Hersheypark Stadium
Hershey, PA

Baseball

June 15, 2012
Medlar Field at Lubrano Park
Penn State University
State College, PA

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Panto aye, Reiss aye, and Snyder aye. Zero nay. Motion carried.

NEW BUSINESS

1. Carol McCarthy – congratulations to newly elected school board members and sorry to see the others leaving
2. Sally Reiss – asked William Gasper if there was any tree damage as a result from the recent snow storm – Mr. Gasper stated very little damage

- NEW BUSINESS (continued) 3. Patricia Snyder – a friend of hers from Mount Pocono conducted a fund raiser for their school by decorating an empty house as a haunted house and was very successful, maybe Catasauqua Area School District would consider this for next year
- LETTERS OF COMMENDATION 1. Melissa Inselmann
A. To the STARS Committee at Catasauqua Middle School for a successful Vera Bradley Bingo
- INFORMATION ITEMS 1. Eric Dauberman
A. Report cards were distributed Monday, November 14, 2011
B. Thursday, November 17, 2011 – Annual Turkey Day Dinner
C. November 18, 21, 22 & 23 – early dismissal at 12:00 Noon for Parent/Teacher Conferences
2. Melissa Inselmann
A. Target made a generous supply donation to Catasauqua Middle School
B. Catasauqua Middle School food drive very successful in collecting 834 non-perishable food items in one week
C. Report cards were distributed Monday, November 14, 2011
D. November 16 & 17, 2011 – 12:45 P.M. dismissal
November 18, 21, & 22, 2011 – 11:15 A.M. dismissal for Parent/Teacher Conferences
E. Middle school students will attend Pep Rally
F. Catasauqua Middle School Spirit Dance, Friday, November 18, 2011
3. Andrew Contreras
A. The high school play “You Can’t Take It With You” is scheduled for this weekend, Friday, November 18 and Saturday, November 19, 2011 at 8:00 P.M., and Sunday, November 20, 2011 at 2:00 P.M. If you bring a donation of a canned food item, you will get \$1.00 off your ticket price (\$5.00 for adults and \$4.00 for students).
4. David Domchek
A. Turkey Day Pep Rally will be Wednesday, November 23, 2011 – 1:15 P.M.
5. Duane Deitrich
A. Catasauqua High School Band placed 4th in the Atlantic coast Championships
B. Pep Band is starting
6. William Gasper
A. On Thursday, November 10, 2011 the power was out for about two hours at Sheckler Elementary School and the Administration Office. The principals, teachers and students handled it very well.
B. Bonfire will be held Wednesday, November 23, 2011 – no wood will be accepted until the day of the bonfire from 8:00 A.M. to 11:00 A.M.

INFORMATION ITEMS (continued)

7. Wayne Karess
 - A. This weekend PowerSchool will be updated, added features for administration, teachers & parents, only a few changes
 - B. Demonstration of EnComputing – less electric and less heat – this would be one system with a branch of 5 or 6 off of it, Integra One and Hewlett Packard

8. Thomas R. Moll, II
 - A. Tony Brinkley was named First Team Cross Country, and placed 6th in Colonial League and 7th in Districts
 - B. Turkey Day tickets are on sale at \$5.00 for adults, \$3.00 for students and \$1.00 for senior citizens – all tickets are \$6.00 at the gate
 - C. On Wednesday, December 7, 2011 there will be a seminar by Sports Medicine OAA on concussion impact – it will be at 7:00 P.M. in the high school auditorium and open to anybody

9. Robert J. Spengler
 - A. SAS Model District Award – thanks for the support
 - B. There will be a Use of Facilities report at the Monday, December 5, 2011 school board meeting
 - C. Received Medical Academy Charter School Application – will hold special school board meeting for hearing on Monday, December 12, 2011, 6:00 P.M. in the District Administration Office Board Room

RECOGNITION OF GUESTS & VISITORS

1. Amy Ahert, 511 North 14th Street, Catasauqua, PA – has children at Sheckler Elementary School, wants to know what plans are for next year if the teachers will be called back, the class sizes in elementary are very large because of the layoffs. Her child is struggling with grades and needs a tutor. Mr. Spengler stated budget discussions are underway now but we will not know what our state money is until June. We have had some assessment appeals and lost money due to that also. We have to wait to see what our money looks like. Suggested parents contact legislators and put the pressure on them.

Mrs. Ahert also stated Catasauqua did not layoff any administrators and there are more administrators here than in Northampton. Mrs. Cunningham stated Northampton has a lot more administrators than Catasauqua. Mrs. Ahert said she was told this by someone and shouldn't have jumped to conclusions and apologized to the board. Mr. Spengler said administration was cut in 2002 and 2006. He also said we will try harder to have better class sizes.

Mrs. Ahert also asked why were renovations made, the district spent lots of money to have empty classrooms? Mr. Spengler replied these renovations were scheduled before layoffs.

2. Donald Panto – said it would be nice if people would dispense with community inaccuracy and just bring their issue to the board

RECOGNITION OF GUESTS & VISITORS (continued)

3. Carol Cunningham – thinks Catasauqua has outstanding teachers
4. David Domchek – stated there would be communication from Catasauqua High School to Sheckler Elementary School about student tutors

NEXT SCHOOL BOARD MEETING DATES NO COMMITTEE MEETINGS SCHEDULED IN DECEMBER

- | | | |
|------------------------------|-----------|--|
| A. Monday, December 5, 2011 | 5:30 P.M. | Reorganization/Retirement Dinner
Dinner will be served at 5:30 P.M.
District Administration Office
Please confirm your attendance with Sandy Superka by Nov. 21, 2011. |
| | 7:00 P.M. | Reorganization and Regular Monthly School Board Meeting
District Administration Office Board Room |
| B. 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 |

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 8:30 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary