

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**Monday, May 12, 2014**  
**7:00 P.M. – District Administration Office**

1. **CALL TO ORDER** ..... **President, Penny Hahn**  
*President Penny Hahn 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	
Penny Hahn	X	Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	X
Donald Panto	X	Christina Lutz-Doemling	
Duane Deitrich	X	Lois Reed	X
Mary Alice Hartranft	X	Kathleen Kotran	X
Carol McCarthy		Wayne Karess	X
Dawn Berrigan	X	William Gasper	X
Christine Naegel		David Ascani	X
Christine Nace	X	Melissa Inselmann	X
		Eric Dauberman	X
		Bryan Klass	
		Jason Magditch	
		Thomas R. Moll, II	X

*X = Present*

*Dawn Berrigan arrived at 7:13P.M.*

*Donald Panto arrived at 7:03 P.M.*

*Eric Dauberman arrived at 7:20 P.M.*

*Thomas Moll arrived at 7:10 P.M.*

4. **ELECTION OF BOARD TREASURER**  
**Call for Nominations for Treasurer –One-Year-Term – Effective July 1, 2014 to June 30, 2015**

*Mr. Donald Panto was the sole Nominee. There being no further nominations, the ballot for nominations for Treasurer was closed by Penny Hahn.*

**ROLL CALL VOTE**

*On a vote for Mr. Donald Panto, AYE: Cunningham, Hartranft, Nace, Panto, Hahn, Dietrich, Berrigan*

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

**5. NOTICE OF EXECUTIVE SESSION**

A. Executive Session for Personnel Reasons Held on May 6, 2014

**6. PRESENTATION/AUDIENCE INPUT ON AGENDA**

A. Catasauqua Middle School Star Players of the Month – April 2014

Melissa Inselmann

GRADE 5	GRADE 6	GRADE 7	GRADE 8
Natalie Burgos-Ramos	Taylor Pattison	Safire Brotzman	John Snyder

**7. ADMINISTRATION/BOARD DISCUSSION & REPORTS**

A. Athletics

- *Baseball and softball teams are in the Colonial Leagues Playoffs. District XI Track Meet is occurring now. June 7, 2014 Golf Tournament. Award Ceremony is on May 20, 2014. Sport Physicals are scheduled for the first week in June 2014.*

B. Building and Grounds

- *The department is preparing for graduation, summer cleaning, and Summer Student Workers. One custodian is retiring, and his replacement will be recommended at a June 2014 Board Meeting.*

C. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn

- *The IU Golf Tournament is scheduled for June 17, 2014. A list of facilities to be used by the IU was distributed. A resolution opposing medical access moratorium was approved. A school resource officer will be hired to serve various facilities.*

D. Borough of Catasauqua – Christine Nace

- *The traffic signal at 14<sup>th</sup>. and Race was upgraded. The J4 Celebration planning is in process. Mr. Lieberman presented a proposal for a LERTA within the Borough.*

E. Borough of North Catasauqua – Duane Deitrich

- *No Report*

F. Hanover Township – Christine Naegel

- *No Report*

G. PSBA Liaison Update – Dawn Berrigan

- *PSBA Platform Input deadline is May 15, 2014. The quarterly meeting was cancelled.*

H. Lehigh Career Technical Institute Update – Dawn Berrigan

- *Air Products Corporation has teamed up with the Culinary Arts Program. The Senior Recognition Ceremony will occur on May 22, 2014.*

I. Student Representatives – Janae Matos and Rachel Sell

- *The Prom held on May 2, 2014 was a very successful event. SADD will attend the Sheckler Elementary Fun Fair on May 22, 2014. The Student Council Spirit Week ended with successful student involvement. Kanyi Creppy was nominated for a Freddy Award.*

- 8. APPROVAL OF MINUTES FROM PRIOR MEETING(S)**  
**A. School Board Meeting Held on April 1, 2014 (attachment)**  
**B. School Board Meeting Held on April 7, 2014 (attachment)**  
**C. Special Board Meeting Held on April 24, 2014 (attachment)**

*Items 8A, 8B, and 8C were combined by Board request.*

*MOTION BY: Cunningham                      SECONDED BY: Deitrich*

*Motion carried*

- 9. APPROVAL OF TREASURER'S REPORT FOR APRIL 2014 (attachment)**

*MOTION BY: Berrigan                      SECONDED BY: Cunningham*

*Motion carried*

- 10. APPROVAL OF BUDGET TRANSFERS APRIL 2014 (attachment)**

**ROLL CALL VOTE**

*MOTION BY: Hartranft                      SECONDED BY: Berrigan  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

- 11. APPROVAL FOR PAYMENT OF ALL A/P BILLS MAY 2014, with the exception of check number 5368 in the amount of \$1,046.00 (attachment)**

*MOTION BY: Hartranft                      SECONDED BY: Cunningham*

*Motion carried*

- 12. APPROVAL FOR PAYMENT OF A/P BILL, MAY 2014, check number 5368 in the amount of \$1,046.00 (attachment)**

*MOTION BY: Cunningham                      SECONDED BY: Hartranft  
ABSTAINED BY: Hahn  
Motion carried*

- 13. APPROVAL TO RATIFY ALL MANUAL BILLS APRIL 2014 (attachment)**

*MOTION BY: Cunningham                      SECONDED BY: Dietrich*

*Motion carried*

## 14. FINANCIAL

### A. Approval of Catasauqua Area School District Final Budget 2014-2015 (Proposed)

The Board hereby adopts the attached draft budget as the proposed final budget for fiscal year 2014-2015, prepared by the Board of School directors in accordance with Section 687 of the Public School Code and in the form prescribed by the Pennsylvania Department of Education. The President of the Board is authorized and directed to make the certification to the Department of Education required by Section 687 (a)(1) of the Public School code.

The Board may adopt the final budget for fiscal year 2014-2015 and the necessary appropriations measures to put it into effect no less than thirty (30) days hereafter, after making such revisions and changes to the proposed final budget and appear advisable, if any. The Board currently intends to adopt the final budget on Wednesday, June 11, 2014. As soon as practicable, and in no event less than twenty (20) days before adoption of the final budget, the School District shall print the proposed final budget (on the uniform form required by the Department of Education) or otherwise make it available for public inspection to all persons, and shall make it available for duplication to any person, on request. Public notice of the proposed final budget shall be given as soon as practicable, and in no event less than ten (10) days before adoption of the final budget.

The proposed final budget estimates General Fund expenditures of \$26,820,791 for fiscal year 2014-2015, and balances anticipated revenues and expenditures with an anticipated real estate tax rate of 16.31 mills in Lehigh County and 53.74 mills in Northampton County.

*Mrs. Berrigan questioned if the One:One Technology Initiative is included in the 2014-2015 Budget. Mr. Spengler clarified the inclusion in the Budget and pointed out the Budget Code for this item.*

### **ROLL CALL VOTE**

*MOTION BY: Cunningham*

*SECONDED BY: Deitrich*

*AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn*

*NAY: 0*

*Seven Ayes, Zero Nays, Motion carried*

**B. Approval of Consent to Deemed Assignment of Investment Advisory Agreement(s) With PFM Asset Management LLC (attachment)**

Administration recommends approval of this agreement to assign all Investment Advisory Agreements between the Catasauqua Area School District and PFM Asset Management LLC upon the change in control of the holding company of PFM

**ROLL CALL VOTE**

*MOTION BY: Cunningham                      SECONDED BY: Deitrich  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**15. CURRICULUM**

**A. Approval of Planned Course of Study 2014-2015 School Year**

Approval is requested for the Planned Course of Study for the 2014-2015 School Year as listed:

**Kindergarten Music Planned Course of Study**

**B. Approval of Planned Course of Study 2014-2015 School Year**

Approval is requested for the Planned Course of Study for the 2014-2015 School Year as listed:

**Grade 1 Music Planned Course of Study**

**C. Approval of Planned Course of Study 2014-2015 School Year**

Approval is requested for the Planned Course of Study for the 2014-2015 School Year as listed:

**Grade 2 Music Planned Course of Study**

**D. Approval of Planned Course of Study 2014-2015 School Year**

Approval is requested for the Planned Course of Study for the 2014-2015 School Year as listed:

**Grade 3 Music Planned Course of Study**

**E. Approval of Planned Course of Study 2014-2015 School Year**

Approval is requested for the Planned Course of Study for the 2014-2015 School Year as listed:

**Grade 4 Music Planned Course of Study**

**ROLL CALL VOTE**

*MOTION BY: Cunningham                      SECONDED BY: Hartranft  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**F. Approval of Catasauqua High School Reading List 2014-2015 School Year**

Approval is requested for the Reading List to be used within the Catasauqua High School 2014-2015 School Year.

**ROLL CALL VOTE**

*MOTION BY: Deitrich                      SECONDED BY: Nace  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Hahn  
NAY: Berrigan  
Six Ayes, One Nay, Motion carried*

**16. PERSONNEL**

**A. Approval of 2014-2015 Secretary/Clerk Salaries**

Superintendent requests approval of 2014-2015 salaries for Secretarial and Clerk positions, effective July 1, 2014, in form presented to the Board of School Directors.

**ROLL CALL VOTE**

*MOTION BY: Cunningham                      SECONDED BY: Deitrich  
AYE: Cunningham, Hartranft, Nace, Deitrich, Berrigan, Hahn  
NAY: 0 ABSTAIN: Donald Panto because his wife is a secretary  
Six Ayes, Zero Nays, One Abstained Motion carried*

**B. Approval of 2014-2015 Food Service Salaries**

Superintendent requests approval of 2014-2015 salaries for Food Service positions, effective July 1, 2014, in form presented to the Board of School Directors.

**ROLL CALL VOTE**

*MOTION BY: Cunningham                      SECONDED BY: Deitrich  
AYE: Cunningham, Hartranft, Nace, Panto, Berrigan, Hahn  
NAY: 0 ABSTAIN: Duane Deitrich because his wife is a Food Service employee  
Six Ayes, Zero Nays, One Abstained Motion carried*

**C. Approval of 2014-2015 Transportation Salaries**

Superintendent requests approval of 2014-2015 salaries for Transportation positions, effective July 1, 2014, in form presented to the Board of School Directors.

**ROLL CALL VOTE**

*MOTION BY: Berrigan                      SECONDED BY: Hartranft  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*



**H. Appointment of Extra-Curricular Positions 2014-2015 School Year**

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2014-2015 school year:

#	Name	Position	Stipend
1	Eric Snyder	Head Boys' Basketball Coach	\$7,065.00
2	Scott Case	Asst. Boys' Basketball Coach	\$4,067.00
3	Thomas Falzone	Asst. Boys' Basketball Coach	\$4,067.00
4	Jeremy Eberhardt	Asst. Boys' Basketball Coach	Volunteer
5	Matt Morton	Asst. Boys' Basketball Coach	Volunteer
6	Thomas Reap	Asst. Boys' Basketball Coach	Volunteer
7	Joshua Yoo	Asst. Boys' Basketball Coach	Volunteer
8	David Troxell	Head Girls' Basketball Coach	\$7,065.00
9	Stephanie Remington	Asst Girls' Basketball Coach	\$4,067.00
10	Erica Schlamp	Asst Girls' Basketball Coach	\$4,067.00
11	Todd Richards	Facilities Manager	\$4,500.00
12	Phil Dorn	Weight Room Monitor	\$600.00
13	Ronald DeMaio	Elementary Program Co-Coord.	\$662.00
14	Wendy Laubenstein	Elementary Program Co-Coord.	\$662.00

**ROLL CALL VOTE**

*MOTION BY: Cunningham                      SECONDED BY: Deitrich*  
*AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn*  
*NAY: 0*  
*Seven Ayes, Zero Nays, Motion carried*

**I. Approval is Requested of Professional Days**

Approval is requested for the following professional days:

- Name of Employee: Patrick MacLaughlin, Asst Track Coach & Custodian  
 Assignment: Grounds Maintenance Worker  
 Dates Requested: Thursday, May 22, 2014 and Friday, May 23, 2014  
 Reason: To attend PIAA Track & Field State Championships at Shippensburg University, if there is an athlete under his coaching supervision qualified to attend – as allowed in previous years

**ROLL CALL VOTE**

*MOTION BY: Deitrich                              SECONDED BY: Hartranft*  
*AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn*  
*NAY: 0*  
*Seven Ayes, Zero Nays, Motion carried*



**J. Summer Employment – Summer of 2014**

Recommendation to hire the following for summer employment as noted:

<b>TRANSPORTATION SUMMER EMPLOYMENT</b>				
Name	Start/End Date	Start/End Time	Pay Rate	Assignment
Andra Hunter	July 14, 2014- August 8, 2014	8:00 to 12:00	\$7.25/hour	Districtwide
Kassandra Vasquez	July 14, 2014- August 8, 2014	8:00 to 12:00	\$7.25/hour	Districtwide

<b>CUSTODIAN SUMMER EMPLOYMENT</b>				
Name	Start/End Date	Start/End Time	Pay Rate	Assignment
Rodney Berger	July 14, 2014- August 8, 2014	7:00 to 12:00	\$7.25/hour	Districtwide
Samuel Safadi	July 14, 2014- August 8, 2014	7:00 to 12:00	\$7.25/hour	Districtwide
Nicholas Shelak	July 14, 2014- August 8, 2014	7:00 to 12:00	\$7.25/hour	Districtwide
Satchel Stauffer	July 14, 2014- August 8, 2014	7:00 to 12:00	\$7.25/hour	Districtwide

**ROLL CALL VOTE**

*MOTION BY: Cunningham                      SECONDED BY: Deitrich  
 AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
 NAY: 0  
 Seven Ayes, Zero Nays, Motion carried*

**17. BOARD APPROVALS****A. Grant Applications: 2014-2015 School Year**

Approval is needed to apply for all Federal Programs, all Vocational Programs, and any State or Federal Competitive Grants or Programs for the school year 2014-2015 as listed:

**All Vocational Programs  
 Any State or Federal Competitive or Non Competitive Programs, or Grants  
 Applicable to the School District Program**

**ROLL CALL VOTE**

*MOTION BY: Deitrich                                      SECONDED BY: Cunningham  
 AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
 NAY: 0  
 Seven Ayes, Zero Nays, Motion carried*

**B. Approval of YMCA Use of School Buses for Summer Camp Field Trips Summer 2014**

Approval is requested to allow the Suburban North YMCA to use two school buses and drivers (paid by YMCA) for YMCA summer 2014 Camp Field Trips, in exchange for high school and middle school athletes to utilize YMCA fitness rooms and gymnasium facility during the months of June, July and August, as in prior years. The YMCA will incur all driver and fuel expenses.

**ROLL CALL VOTE**

*MOTION BY: Hartranft                      SECONDED BY: Berrigan  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**C. Approval to Establish a Student Activity Account, Class of 1937 MEMORIAL AWARD Scholarship Fund**

Administration recommends the approval of this memorial award as submitted

**ROLL CALL VOTE**

*MOTION BY: Cunningham                      SECONDED BY: Nace  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**D. Approval to Establish a Student Activity Account, WALTER SCHLENER MEMORIAL AWARD Scholarship Fund**

Administration recommends the approval of this memorial award, to recognize and honor one (1) senior male and one (1) senior female and assist with college costs

**ROLL CALL VOTE**

*MOTION BY: Cunningham                      SECONDED BY: Hartranft  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**E. Approval to Attend Conferences, Seminars, etc.(attachment)**

**ROLL CALL VOTE**

*MOTION BY: Deitrich                      SECONDED BY: Berrigan  
AYE: Cunningham, Hartranft, Nace, Deitrich, Panto, Berrigan, Hahn  
NAY: 0  
Seven Ayes, Zero Nays, Motion carried*

**18. OLD BUSINESS**

**19. NEW BUSINESS**

**20. COMMENDATIONS**

**21. INFORMATION ITEMS**

**22. CORRESPONDENCE**

*Items 18, 19, 20, 21 and 22 were combined by Board request*

- *Thomas Moll: Rachel Sell and Jacob Rusnock were honored at the Academic All Star Breakfast*
- *Wayne Karess: Attended the Tech Talk Live Conference in Lancaster. TransFinder Software is configured.*
- *William Gasper: New exterior LED lights were installed at Sheckler Elementary, Catasauqua Middle School, and the Catasauqua High School through a complimentary program.*
- *Eric Dauberman: Sheckler Elementary field trips have been very successful and well organized. Thank you to David Cressman and Lois Reed for managing the transportation needs efficiently.*
- *Melissa Inselmann: The Spring Band and Choral Concerts will be held on Wednesday, May 21, 2014. The New York City trip is occurring next week. Friday, May 16, 2014 is the final student dance. The Eighth Formal Dance was held on May 10, 2014. The Fiesta will be held on May 23, 2014.*
- *Christine Nace: Expressed her thanks to the student representatives for serving the student body. The Catasauqua High School Band and Chorus Concert, the last one for Richard Milne was very successful and enjoyable.*
- *Donald Panto: Attended the Catasauqua High School Band & Chorus Concert and was impressed with the level of professionalism.*
- *Lois Reed: We received the Worker's Compensation modifier, prompting an expected reduction in our rate.*
- *David Ascani: Lehigh Career and Technical Institute Student Joseph Johnson received a Manufacturing Award. Keystone Exams are coming up. Graduation is scheduled for June 2, 2014. Senior Awards will be held on May 28, 2014.*

**23. RECOGNITION OF GUESTS & VISITORS**

**24. NEXT MEETING DATES**

A. Tuesday, June 3, 2014 7:00 P.M. School Board Meeting

~~B. Monday, June 9, 2014 7:00 P.M. School Board Meeting~~

C. Wednesday, June 11, 2014 6:00 P.M. School Board Meeting

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

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D. Sunday, June 1, 2014 7:00 P.M. Baccalaureate  
Catasauqua High School Auditorium

E. Monday, June 2, 2014 7:30 P.M. Commencement  
Catasauqua High School Gymnasium

**25. ADJOURNMENT**

*MOTION BY: Deitrich*

*SECONDED BY: Cunningham*

*Motion carried*

**Time Adjourned: 8:10 P.M.**

Respectfully submitted,

Duane Deitrich  
Secretary