

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Monday, January 13, 2014
7:00 P.M. – District Administration Office

1. CALL TO ORDER

Vice President Carol Cunningham Called the Meeting to Order at 7:10 P.M.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was given

3. ROLL CALL

Board Members Present: Carol Cunningham, Christine Naegel, Dawn Berrigan, Donald Panto, Mary Alice Hartranft, Christine Nace

Member (s) Absent: Carol McCarthy, Duane Deitrich, Penny Hahn

Non-Members Present: Christina Lutz-Doemling, David Ascani, David Knerr, Eric Dauberman, Kathleen Kotran, Lois Reed, Robert Spengler, Thomas R. Moll, II (arrived 8:50), Wayne Karess, William Gasper

Visitors: See list inserted in Permanent Minute Book

4. NOTICE OF EXECUTIVE SESSIONS

No executive sessions were held

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. Sheckler Elementary School Students of the Month – December 2013

Eric Dauberman

Due to no quorum at 7:00 P.M. this item occurred prior to the Call To Order

Grade 1

Jeremyah Arroyo

Brooke Weidaw

Grade 2

Kaitlyn Lawton

Alex Sasdi

Grade 3

Kyli Cruz

Conlan Gair

Grade 4

Isabella Atiyeh

Jaryn Hartranft

B. Catasauqua Middle School Star Players of the Month – December 2013

Melissa Inselmann

This item will occur at the February 10, 2014 Board Meeting

C. School Board Director Recognition Month – Robert J Spengler and Student Representatives

Robert Spengler expressed his thoughts and gratitude to the Board of Education and presented a cake from LCTI in honor Board appreciation month. On behalf of the student representatives, David Ascani presented a letter acknowledging the appreciation and support of the Board of Education

C. Finance

• **2006 A Bond Refinance**

Robert Spengler provided an overview of the proposed refinance of the 2006 A Bond. Brad Remig, PFM presented two options in detail Option #1 incorporates a one time savings and maintains the bond payoff schedule. Option #2 smoothes out payments but extends the length of the bond repayment. We will discuss further at the February 4, 2014 Board Meeting.

D. Lehigh Career & Technical Institute – Dawn Berrigan

Several Board changes occurred. Safe Schools application is submitted for a police officer. Skills USA on January 29, 2014 from 10:00 A.M. to 3:00 P.M.

E. Athletics

Thomas Moll discussed the weather delays that winter sports has experienced. Football players were recognized for various achievements. The scholar athlete banquet was held on Sunday, January 12, 2014. Michael Conner achieved his 250th. win in wrestling. Baseball and softball intramurals begin next week.

F. Building and Grounds

William E. Gasper discussed the completion of the Catasauqua Middle School boiler project. The domestic hot water boiler has developed a leak. An update on the repair progress will be forthcoming. We have experienced several roof leaks due to ice buildup.

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

No report provided

H. Borough of Catasauqua – Christine Nace

Reorganization was held in January. F. L. Schmidt property was deemed tax exempt for 2013-2014. We will need to refund the submitted tax funds.

I. Borough of North Catasauqua – Duane Deitrich

No report provided

J. Hanover Township – Christine Naegel

No report provided

K. PSBA Liaison Update – Dawn Berrigan

The PSBA dues structure was changed to reflect Act 1. Details are available on the PSBA website.

L. Student Representatives – Janae Matos and Rachel Sell

No report provided

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. Reorganization School Board Meeting Held on December 9, 2013

B. School Board Meeting Held on December 9, 2013

*MOTION BY: Hartranft
Motion carried*

SECONDED BY: Berrigan

8. APPROVAL OF TREASURER'S REPORT FOR DECEMBER 2013 (attachment)

*MOTION BY: Berrigan
Motion carried*

SECONDED BY: Hartranft

9. APPROVAL OF BUDGET TRANSFERS (attachment)

ROLL CALL VOTE

MOTION BY: Hartranft

SECONDED BY: Berrigan

AYE: Berrigan, Hartranft, Cunningham, Nace, Panto, Naegel

NAY: 0

Six Ayes, Zero Nays, Motion carried

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS (January 2014) (attachment)

11. APPROVAL TO RATIFY ALL MANUAL BILLS (December 2013) (attachment)

*MOTION BY: Hartranft
Motion carried*

SECONDED BY: Berrigan

12. FINANCIAL**A. Approval/Renewal of Service Contracts**

Authorize and direct the President to execute on behalf of the school district, the following contracts:

1. Service Provider: Pennsylvania Trust (a collation of employee benefit trusts)
 Service: GASB 45 Valuation Agreement by Conrad Siegel Actuaries
 Location: Catasauqua Area School District Administration Office
 Amount: \$6,000.00 (estimated) (previous cost \$5,450)
 Term: Effective starting December 16, 2013

2. Service Provider: Lehigh Valley Hospital, Inc.
 (formerly OAA Orthopedic Associates of Allentown, Ltd.
 Assignment of Athletic Trainer Agreement Addendum)
 Service: Athletic Trainer Services
 Location: Catasauqua Area School District Athletics
 Amount: No change to original contract (name change only)
 Term: No change to original contract (name change only)

3. Service Provider: Edwards Business Systems
 Service: Konica Minolta 284e
 Location: Catasauqua High School Guidance Office
 Amount: \$258.00/month (previous amount was \$277.99)
 Term: Starting on or about February 3, 2014 – 5 year lease

ROLL CALL VOTE

MOTION BY: Hartranft SECONDED BY: Berrigan

AYE: Berrigan, Hartranft, Cunningham, Nace, Panto, Naegel

NAY: 0

Six Ayes, Zero Nays, Motion carried

B. Approval of Tax Collector Salaries – Salary and Per Bill Posted and Remitted to District (REVISION APPROVED DURING FEBRUARY 4, 2014 BOARD MEETING)

Approval of requested to approve the tax collector salaries as noted for the 2014 – (4th year of 4-year agreement)

<u>Salary</u>	<u>Per Bill</u>
\$2,300.00 Total (paid bi-weekly)	\$1.30 for paid/posted and remitted to district paid from/after the monthly tax collector's report filed

ROLL CALL VOTE

MOTION BY: Berrigan SECONDED BY: Naegel

AYE: Berrigan, Hartranft, Cunningham, Nace, Panto, Naegel

NAY: 0

Six Ayes, Zero Nays, Motion carried

F. 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 2014-15 Fiscal Year: Restricting the increase in the Rate of any Tax to the Applicable Index and Otherwise Satisfying the Requirements of §311(d). (attachment)

ROLL CALL VOTE

MOTION BY: Hartranft SECONDED BY: Naegel

AYE: Berrigan, Hartranft, Cunningham, Nace, Naegel

NAY: Panto

Five Ayes, One Nay, Motion carried

13. PERSONNEL

A. Approval of Non-Certified Instructional Aide

Approval is requested for Non-Certified Instructional Aide:

Name: Jaelyn Nielsen
 Status: Non-Certified Instructional Aide
 Special Education
 Assignment: Sheckler Elementary School
 Rate of Pay: \$105.00/day
 Benefits: As per agreement
 Effective: January 14, 2014 – June 11, 2014

B. Substitute Employees

The following applicants have requested to be added to the substitute employment list for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>
Ghania Saliby	Substitute Cafeteria Worker

C. Removal of Substitute Employees

The following applicants are to be removed from the substitute employment list for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Thomas D Superka	Substitute Teacher	December 24, 2013

ROLL CALL VOTE

MOTION BY: Berrigan SECONDED BY: Hartranft

AYE: Berrigan, Hartranft, Cunningham, Nace, Panto, Naegel

NAY: 0

Six Ayes, Zero Nays, Motion carried

B. Approval of Additional Revised Van/Bus Stops 2013-2014 School Year, as of January 2014

Approval is requested for additional revised Van/Bus Stops for the 2013-2014 School Year, effective January 2014. 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 be made available at all times. Additionally, changes are stored within the transportation software management system.

Added:

1255 S Cedar Crest Blvd, Allentown - Transitions

*MOTION BY: Hartranft
Motion carried*

SECONDED BY: Berrigan

C. Approval is requested for the first revisions and reading of the following policy:

Section:	FINANCES
Policy #:	#616
Title:	Payment of Claims

ROLL CALL VOTE

*MOTION BY: Berrigan SECONDED BY: Hartranft
AYE: Berrigan, Hartranft, Cunningham, Nace, Panto, Naegel
NAY: 0
Six Ayes, Zero Nays, Motion carried*

15. OLD BUSINESS**16. NEW BUSINESS****17. COMMENDATIONS**

Christina Lutz-Doemling: Commendation to Jennifer Youwakim and Erin DeBoer – For sharing the high quality learning experiences taking place within your classroom and discussing the learning possibilities associated with a 1:1 learning initiative.

Christina Lutz-Doemling: Commendation to Melissa Inselmann, Catasauqua Middle School Keystone Test Administrators, David Ascani, Catasauqua High School Keystone Test Administrators – For the time devoted to preparing and ensuring a successful Keystone Exam Winter Administration.

18. INFORMATION ITEMS

Wayne Karess: PATI Survey was completed today. E-Rate applications will be out in the next few weeks at level funding.

Kathleen Kotran: We applied for a Safe Schools grant in the amount of \$25,000.00. The Community Education Program will be coming out soon via LCCC.

William E. Gasper: We experienced a sewer gas smell at Catasauqua High School. The drain traps dry up and we have resolved the issue.

Eric Dauberman: Mr. David Burkner is nominated for the Lehigh Valley Teacher of the Month Award. WLEV will recognize all nominees on January 15, 2015. DIBELS testing is in the process of being completed.

Donald Panto: During the last wrestling match Catasauqua High School defeated Northern Lehigh concluding with Satchel Stauffer pinning his significant opponent.

Christina Lutz-Doemling: Thank you to Jennifer Youwakim and Erin DeBoer for presentations tonight, along with Keystone Exam Administrators for smooth testing.

David Ascani :Kanyi Creppy made Regional Chorus with a chance for state competition.

Christine Naegel: Evan Deitrich made District Band to play trumpet.

Mary Alice Hartranft: Inquired about snow days. As of now the last day of school is June 12, 2014.

Robert J. Spengler: Reminded everyone the State Ethics Forms need to be completed and submitted to his office no later than February 15, 2014. Recognized Mr. Thomas R. Moll II for achieving the award of Pennsylvania Athletic Director of the Year.

19. CORRESPONDENCE**20. RECOGNITION OF GUESTS & VISITORS**

Jonathan Kiefer: Presented a reminder to the Board that there are district wide technology needs to address in order to remain current.

21. NEXT MEETING DATES

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|------------------------------|-----------|----------------------|
| A. Tuesday, February 4, 2014 | 7:00 P.M. | School Board Meeting |
| B. Monday, February 10, 2014 | 7:00 P.M. | School Board Meeting |

22. ADJOURNMENT

*MOTION BY: Hartranft
Motion carried*

SECONDED BY: Berrigan

Time Adjourned: 10:10

Respectfully submitted,

Duane Deitrich
Secretary