

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
MONDAY, DECEMBER 9, 2013

PURPOSE The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, December 9, 2013 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:13 P.M.

ROLL CALL Board Members present: Dawn Berrigan, Carol Cunningham, Duane Deitrich, Penny Hahn, Mary Alice Hartranft, Carol McCarthy, Christine Nace, Christine Naegel, and Donald Panto

Non-members present: Robert J. Spengler, Superintendent
 Eric Dauberman, Elementary School Principal
 Bryan Klass, Assistant Middle School Principal
 David Ascani, High School Principal
 Lois Reed, Business Supervisor
 Wayne Karess, District Network Manager
 William Gasper, Director of Facilities
 Thomas R. Moll, II, Director of Student Activities
 Sandra Superka, Exec. Secretary to the Superintendent
 David Knerr, Solicitor
 Janae Matos, Student Representative
 Rachel Sell, 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 2013
Eric Dauberman

<u>Grade 1</u>	<u>Grade 2</u>	<u>Grade 3</u>	<u>Grade 4</u>
Lillyana Gacitua	Rylee Ahart	Evan Bargher	Adam Lewis
Kaylyn Lugo	Riannah Martinez	Kaylee Weidaw	Jaylin Ortiz

B. Catasauqua Middle School Star Players of the Month-November 2013
Bryan Klass

<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>
Ryan Shook	Devin Stires	Carter Weinhofer	Cache Burno

ADMINISTRATION BOARD DISCUSSION AND REPORTS

A. Technology – Robert J. Spengler

MINUTES APPROVED Motion by Cunningham, seconded by McCarthy, the minutes of the school board
BOARD MEETING meeting held on November 7, 2013 be approved as presented.
NOVEMBER 7, 2013 Motion carried.

MINUTES APPROVED Motion by Cunningham, seconded by McCarthy, the minutes of the school board
BOARD MEETING meeting held on November 11, 2013 be approved as presented.
NOVEMBER 11, 2013 Motion carried.

TREASURER'S REPORT Motion by McCarthy, seconded by Deitrich, the report of the Treasurer for
NOVEMBER 2013 November 2013 be approved as presented. Motion carried.

APPROVAL OF Motion by McCarthy, seconded by Deitrich, approving the request for budget transfers
BUDGET for the month of November 2013.
TRANSFERS

NOVEMBER 2013 **ROLL CALL VOTE**

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

APPROVAL FOR Motion by Cunningham, seconded by McCarthy, all accounts payables bills as
PAYMENT OF ALL presented in the amount of **\$1,102,639.36** be approved as follows:
ACCOUNTS PAYABLES

BILLS - DECEMBER 2013	General Fund Bills-A/P Dec. 9, 2013	\$1,069,921.03
	Cafeteria Bills – A/P December 5, 2013	<u>32,718.33</u>
	TOTAL	\$1,102,639.36

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

APPROVAL TO Motion by Cunningham, seconded by McCarthy, all manual bills as presented in the
RATIFY ALL MANUAL amount of **\$1,103,356.50** be approved as follows:
BILLS

NOVEMBER 2013	General Fund Manual Checks – Nov. 2013	\$ 100,262.51
	Cafeteria Bills – Manual checks Nov. 2013	3,615.08
	Payroll – General Fund – Nov. 2013	949,206.34
	Payroll – Cafeteria – Nov. 2013	29,857.83
	Activities Fund Bills – November 2013	<u>20,414.74</u>
	TOTAL	\$1,103,356.50

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

APPROVAL TO RUN Motion by McCarthy, seconded by Cunningham, approving to run manual checks
MANUAL CHECKS prior to the January 13, 2014 board meeting.
PRIOR TO
JANUARY 13, 2014
BOARD MEETING

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. 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: IntegraOne
 - Service: HA104AC 4hr. 24x7 HW Support for:
HP 6200-24G-mGBIC YI Switch (QTY = 2)
S/N SG004UY075, SG004UY079 - *these are building core network switches
 - Location: Catasauqua Middle School/Sheckler Elementary School
 - Amount: \$768.00
 - Term: March 22, 2014 – March 22, 2015

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried

APPROVAL OF BOND FOR SCHOOL BOARD TREASURER AND SCHOOL BOARD SECRETARY Motion by Cunningham, seconded by Deitrich, approving the request for the following school board officer bonds from Erie Insurance as listed:

	<u>Amount of Bond</u>	<u>Estimated Cost</u>
School Board Secretary	\$10,000	\$100.00
School Board Treasurer	\$10,000	\$100.00

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. 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 2014-2015 school year.

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

PERSONNEL MATTERS - 2013-2014 SCHOOL YEAR Motion by McCarthy, seconded by Cunningham, approving personnel for the 2013-2014 school year as follows:

A. Substitute Employees

The following applicants have been approved to be added to the substitute employment list for the 2013-2014 school year as follows:

Robert W. Sterner	School Bus/Van Driver
Eunice Moyer	School Bus/Van Driver
Jaclyn Nielsen	Day-to-day substitute teacher
Julianne Kelhart	Day-to-day substitute teacher
Jamie Morgan	Day-to-day substitute teacher
Emma Mae Jones	Day-to-day substitute teacher
Diana Bet	Substitute Cafeteria Worker
Gwen Mutarelli	Non-Certified Instructional Aide Substitute

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

PERSONNEL
MATTERS 2013-2014
SCHOOL YEAR
(continued)

Motion by McCarthy, seconded by Cunningham, approving removal of substitute employees as follows:

B. Removal of Substitute Employees

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

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Melissa Braxmeier	Day-to-day substitute teacher	Other employment

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

Motion by McCarthy, seconded by Cunningham, approving letter of resignation as follows:

C. Letter of Resignation

1. Brett Zieber

Status: Volunteer Assistant Boys' Basketball Coach
Assignment: Athletics – Districtwide
Reason: Other employment
Effective: November 18, 2013

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

Motion by Hartranft, seconded by Berrigan, approving extra-curricular positions as follows:

D. Appointment of Extra-Curricular Positions – 2013-2014 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2013-2014 school year.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
1. Joshua Yoo	Assistant Basketball Coach	Volunteer
2. Vincent Pellechia*	Assistant Wrestling Coach	Volunteer
3. Luke Garner *	Assistant Wrestling Coach	Volunteer

*Pending receipt of required employment forms

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

REPRESENTATIVE
TO LEHIGH CAREER
& TECHNICAL
INSTITUTE BOARD
OF DIRECTORS

Motion by Hahn, to nominate and name Dawn Berrigan as the district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2013 to December 1, 2014.

Voting for Dawn Berrigan: Berrigan, Cunningham, Deitrich, Hahn, Hartranft, McCarthy, Nace, Naegel, and Panto

Dawn Berrigan was named the district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2013 to December 1, 2014.

ALTERNATE
REPRESENTATIVE
TO LEHIGH CAREER
& TECHNICAL
INSTITUTE BOARD
OF DIRECTORS

Motion by Berrigan, to nominate and name Christine Naegel as the alternate district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2013 to December 1, 2014.

Voting for Christine Naegel: Berrigan, Cunningham, Deitrich, Hahn, Hartranft, McCarthy, Nace, Naegel, and Panto

Christine Naegel was named the alternate district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2013 to December 1, 2014.

APPROVAL OF
ADDITIONAL REVISED
BUS & VAN STOPS
2013-2014
SCHOOL YEAR
AS OF NOVEMBER 2013

Motion by Cunningham, seconded by McCarthy, approving the additional revised bus/van stops for the 2013-2014 school year, effective November 2013. 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. Below stops are a combination of elementary, middle school, high school, hazardous, non-public, special needs, outplacement, and charter school stops. Note: Grades 5 – 12 for non-public and charter use Sheckler and middle school hubs unless there is an elementary student stop closer on that van/bus run.

Added

480 Delaware Avenue, Palmerton CLAS

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

APPROVAL TO
ATTEND - CONF.,
SEMINARS, ETC

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

D. Approval to Attend - Conferences, Seminars, etc.

I. Name of Employee(s): Wayne Karess, District Network Manager
Dates Requested: May 6 & 7, 2014
Conference Title: Tech Talk Live
Sponsored By: I.U. #13
Location: Lancaster, PA
Est. Cost to District:
Mileage: \$ 71.75
Lodging: \$ 98.79
Registration: \$250.00
Total = \$420.54

APPROVAL TO
ATTEND - CONF.,
SEMINARS, ETC
(continued)

D. Approval to Attend - Conferences, Seminars, etc.(continued)

2. Name of Employee(s):

1. Ronald Hassler – 5th Grade Teacher- Catasauqua Middle School
2. Bradley Evans – 2nd Grade Teacher- Sheckler Elementary School
3. Eric Dauberman – Principal- Sheckler Elementary School
4. Melissa Inselmann – Principal- Catasauqua Middle School

Dates Requested: January 23, 2014

Conference Title: A Vision for Sustainability:
Transforming Schools through Coaching

Location: Nittany Lion Inn – State College, PA

Estimated Cost to District: All meals, lodging, and mileage will be
paid by i3 Grant

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye,
McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

APPROVAL OF
ACTIVITY ACCOUNT
2013-2014
SCHOOL YEAR

Motion by Cunningham, seconded by Deitrich, approving the following activity
account that has been opened during the 2013-2014 school year:

Class of 2017

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye,
McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

APPROVAL OF
APPLE EQUITY
LEASE

Motion by Cunningham, seconded by McCarthy, to approve Apple Equity Lease with
Apple Inc., Apple Financial Services in an amount to not exceed \$685,200.00, paid in
four (4) annual payments of \$175,740.05, commencing January, 2014 for equipment
consisting of 600 Apple MacBook Airs with 11” screens and 100 Apple iPad2’s,
including Apple Care.

APPLE EQUITY
TABLED

**After some discussion a second motion to table this item was made by McCarthy
and Cunningham until more questions are answered. Questions will be submitted
to Robert J. Spengler, Superintendent, so he can research. Board is looking for
plan B.**

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye,
McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

OLD BUSINESS

1. Penny Hahn

A. Asked the question, where are we on district logo? Logo needs to
be professionally enhanced. Mr. Spengler and Mr. Ascani will check into it.

B. Asked the question, where are we with the uniform policy? Penny
Hahn would like to take a look Allentown School District’s uniform policy.

C. Asked the question, where are we with the cell phone policy?
Mr. Spengler needs more direction.

Cell Phone Discussion – Motion by Berrigan, seconded by Naegel not to keep cell
phone. Give back cell phone and extend detention.

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye,
McCarthy aye, Nace aye, Naegel aye, and Panto aye. Zero Nays. Motion carried.

Item was tabled

- COMMENDATIONS 1. David Ascani – Commendation to Thomas R. Moll, II for a great job with 2013 Football season and for a well organized Thanksgiving Pep rally.
- INFORMATION ITEMS 1. Thomas R. Moll, II
A. December 6, 2013 – Winter session started
B. December 7, 2013 – Wrestling Tournament Catasauqua finished 2nd overall
C. Catasauqua won the Turkey Day Game
D. First time Catasauqua football team went to state playoffs.
2. Wayne Karess – Appreciates the board’s consideration for technology
3. Eric Dauberman
A. Giving Tree – 30 students
B. Holiday Shopping for students started again
C. December 19, 2013 – Fourth grade concert
D. Hartzell’s Pharmacy is donating money in the form of a check to be used for Sheckler’s giving tree.
4. Carol McCarthy
A. December 11, 2013 Band and Chorus at the Catasauqua High School
5. Donald Panto
A. Great community support and turnout for the football season
6. Penny Hahn
A. A thank you to Mr. Spengler for the poinsettias
7. Bryan Klass
A. December 18, 2013 - Catasauqua Middle School Concert at 7:00 p.m.
8. William Gasper
A. Boilers at the middle school are providing heat, but are still not working well
9. Dawn Berrigan
A. LCTI’s budget reflects a decrease to Catasauqua’s budget
10. Christine Naegel
A. Powder Puff game – girls did a great job
11. David Knerr
A. There is a Right to Know Request asking for Board Members past and present home addresses
12. Janae Matos and Rachel Sell – Student Representatives
A. National Honor Society is participating in the Toys for Tots
B. National Honor Society will be sponsoring the movie “Elf” at the Catasauqua High School on December 15, 2013 – 6:00 pm - proceeds will go towards the induction ceremony

- RECOGNITION OF GUESTS & VISITORS
1. Joanna Hughes – Medical Academy Charter School
 - A. The eleventh grade Medical Academy Charter School students will be taking a trip to Villanova
 - B. B. Braun invited the students at Medical Academy Charter School to do a walk through
 - C. Medical Academy Charter School board meeting – second Tuesday - thanked the board for their support

NEXT SCHOOL BOARD MEETING DATES

- | | | |
|-----------------------------|-----------|----------------------|
| A. Tuesday, January 7, 2014 | 7:00 P.M. | School Board Meeting |
| B. Monday, January 13, 2014 | 7:00 P.M. | School Board Meeting |

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

ADJOURNMENT Motion by Deitrich, seconded by Cunningham, to adjourn meeting.
Meeting adjourned at 8:50 P.M.

Respectfully submitted,

Duane Deitrich
Secretary