

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING
MONDAY, OCTOBER 7, 2013

5364

PURPOSE A meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, October 7, 2013 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:00 P.M.

Pledge of Allegiance to the Flag was given.

ROLL CALL Members present: Carol Cunningham, Duane Deitrich, Penny Hahn, Mary Alice Hartranft, Donald Panto, and Sally J. Reiss

Members absent: Dawn Berrigan, Carol McCarthy and Christine Naegel

Non-members present: Robert J. Spengler, Superintendent
Christina Lutz-Doemling, Director of Curriculum & Assessment
Lois Reed, Business Supervisor
David Ascani, High School Principal
Eric Dauberman, Elementary School Principal
Wayne Karess, District Network Manager
William Gasper, Director of Facilities
Thomas R. Moll, II, Director of Student Activities
David Knerr, Solicitor
Janae Matos, Student Representative
Rachel Sell, Student Representative

Visitors: See attached list inserted in Permanent Minute Book

**PRESENTATIONS/
AUDIENCE INPUT
ON AGENDA**

B. Medical Academy Charter School Report

Robert J. Spengler – gave handouts on observations and issues addressed with board, Joanna Hughes and Dr. Craig Haytmanek

Penny Hahn – Why was grade scale altered? Grade scale was set too high. Failing grade was changed to 60 because many students would have failed. Students came to MACS that were performing below grade level.

Joanna Hughes – Did not know how many students below grade level.

Duane Deitrich – How were students assessed? Answer – teacher recommendation

Donald Panto – This looks bad that they are not meeting Charter.

Robert J. Spengler – Issue – hard to evaluate because everything is not here.

PRESENTATIONS/AUDIENCE INPUT ON AGENDA (continued)

Donald Panto – Concern that information was not “together” – planned courses are typically before year started.

Joanna Hughes – Sampling was provided. Curriculum is constantly being developed.

Christina Lutz-Doemling – Very difficult to look at documents because it was not up to date and organized. It did not have uniform format.

David Knerr – What are teachers given to teach a course?

Carol Cunningham – This is disturbing because it is common to have a planned course of study which was not provided.

Mary Alice Hartranft – Medical Academy seems to be disorganized.

Sally J. Reiss – Are there any dissections other than Dr. Haytmanek? Joanna Hughes said there will be.

Donald Panto – Corrective Action Plan would be in order.
Joanna Hughes disagreed.

David Knerr – Said we could ask for Corrective Action Plan.

Keystone data from Medical Academy requested.

Planned course information is requested prior to next meeting in November.

Partnership/Association

Dr. Haytmanek spoke with Good Shepherd and is waiting for them to answer. Sacred Heart is in the works. Manor Care – goal is to help students do the CNA program.

Robert J. Spengler – Need written documentation that partnership exists and what those partnerships offer students.

Steve – Special Education Teacher – stated students are learning

Health & Physical Education Teacher – also stated students are learning

Robert J. Spengler – What are you using to assess? Answer was discussions, talking with students, and tests.

Cynthia – Director of Enrollment – should actively go out to seek students, kids are learning

**ADMINISTRATION/
BOARD DISCUSSION
& REPORTS**

- A. Athletics – Thomas R. Moll, II
1. Field Hockey – qualified for districts
 2. Football – still undefeated
 3. Girls' Soccer & Volleyball
 4. Band Competition Results
 - a. Saturday, September 28, 2013 at Wilson, Marching Band placed First and Best Overall Percussion
 - b. Saturday, October 5, 2013 at Spring-Ford, Marching Band placed First
 5. District XI Championship – Junior Mike Gilmartin – golfer made top 18
 6. Cross Country – hope to have some in districts in the next two weeks
 7. Alumni Night – 100 people – best turn out
- B. Buildings & Grounds – William Gasper
1. Video update
 2. Boilers installed last Tuesday
 3. Pumps - biggest issue - have not arrived yet
 4. Penny Hahn – Parking at High School
Bill Gasper is not happy signs have not been effective. Tom Moll allows parking on one side but he agrees that there has been nothing effective. People are still parking where there are no parking signs.
- C. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
1. Anne Sullivan Award – Debbie Tice 17 ½ years
- D. Lehigh Career & Technical Institute – Dawn Berrigan
No report
- E. Borough of Catasauqua – Mary Alice Hartranft
No report
- F. Borough of North Catasauqua – Duane Deitrich
No report
- G. Hanover Township – Lehigh County – Sally J. Reiss
No report
- H. PSBA Liaison Update – Dawn Berrigan
No report
- I. Lehigh Valley International Airport – Sally J. Reiss
Sixty planes can park at airport for Super Bowl
- J. Student Representatives – Janae Matos and Rachel Sell
1. Powder Puff practices started
 2. SADD float for Halloween parade
 3. Hall decorating for Turkey Day
 4. Muhlenberg College will be hosting Turkey Day game because of Northampton stadium renovation

MINUTES APPROVED BOARD MEETING SEPTEMBER 3, 2013 Motion by Cunningham, seconded by Hartranft, the minutes of the board meeting held on September 3, 2013 be approved as presented. Motion carried.

MINUTES APPROVED BOARD MEETING SEPTEMBER 9, 2013 Motion by Cunningham, seconded by Hartranft, the minutes of the board meeting held on September 9, 2013 be approved as presented. Motion carried.

TREASURER'S REPORT SEPTEMBER 2013 Motion Deitrich, seconded by Hartranft, the report of the Treasurer for September 2013 be approved as presented. Motion carried.

APPROVAL OF BUDGET TRANSFERS SEPTEMBER 2013 Motion by Reiss, seconded by Hartranft, approving the request for budget transfers for the month of September 2013.

ROLL CALL VOTE

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

APPROVAL FOR PAYMENT OF ALL ACCOUNTS PAYABLES BILLS - OCTOBER 2013 Motion by Cunningham, seconded by Hartranft, all accounts payables bills as presented in the amount of **\$589,145.57** be approved as follows:

General Fund Bills-A/P October 7, 2013	\$542,667.60
Cafeteria Bills – A/P October 7, 2013	<u>46,477.97</u>
TOTAL	\$589,145.57

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

APPROVAL TO RATIFY ALL MANUAL BILLS SEPTEMBER 2013 Motion by Cunningham, seconded by Hartranft, all manual bills as presented in the amount of **\$1,006,526.93** be approved as follows:

General Fund Manual Checks – Sept. 2013	\$113,012.77
Cafeteria Fund Manual Checks – Sept. 2013	4,024.80
2013 Bond Construction – September 2013	7,684.86
Payroll – General Fund – Sept. 2013	849,245.66
Payroll – Cafeteria – Sept. 2013	27,181.81
Activities Fund Bills – September 2013	<u>5,377.03</u>
TOTAL	\$1,006,526.93

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

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

A. Intent to Retire

1. Sandra Superka

Status:	Executive Secretary to the Superintendent
Assignment:	Administration Office
Years of Service:	29 Years of Service
Effective:	March 5, 2014

ROLL CALL VOTE

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

Motion by Cunningham, seconded by Deitrich, approving personnel for the 2013-2014 school year as follows:

B. Substitute Employees - 2013-2014 School Year

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

<u>Name</u>	<u>Position</u>
Terri-Jean Walck	Substitute Non-Certified Instructional Aide
Janice A. Bauer	Substitute Non-Certified Instructional Aide
Terri Ertle	Substitute Non-Certified Instructional Aide
Laurie Nebbia	Substitute Non-Certified Instructional Aide
Suzanne Borovies	Day-to-Day Substitute Teacher
Lindsey Graybill	Day-to-Day Substitute Teacher
Kaitlin Kline	Day-to-Day Substitute Teacher
Kimberly M. Macasevich	Day-to-Day Substitute Teacher
Sabah Morcos	Substitute Cafeteria Worker
Sandra Superka	Substitute Secretary; Substitute Cafeteria Worker; and Substitute Non-Certified Instructional Aide (will not be available to substitute until April 15, 2014)

ROLL CALL VOTE

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

Motion by Cunningham, seconded by Deitrich, approving personnel for the 2013-2014 school year as follows:

C. Change of Stipend

1. Amy-Dymond Jones

From: \$547.34
To: Volunteer (due to time constraints)
Position: Middle School A-V Co-Coordinator
Assignment: Catasauqua Middle School
Effective: Immediately for the 2013-2014 School Year

2. Jonathan Kiefer

From: \$547.34
To: \$1,094.68 (2/3 stipend due to performing morning news show by himself)
Position: Middle School A-V Co-Coordinator
Assignment: Catasauqua Middle School
Effective: Immediately for the 2013-2014 School Year

ROLL CALL VOTE

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

Motion by Cunningham, seconded by Deitrich, approving personnel for the 2013-2014 school year as follows:

D. Letter of Resignation

1. Anthony Seritsky

Status: Volunteer Assistant Girls' Volleyball Coach
Assignment: Catasauqua High School Athletics
Effective: As of August 12, 2013
never coached during the 2013-2014 school year
Reason: Personal

ROLL CALL VOTE

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

Motion by Deitrich, seconded by Cunningham, approving personnel for the 2013-2014 school year as follows:

E. 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. Erica Schlamp	Assistant Girls' Basketball Coach	\$3,520
2. Marie Hallquist	Middle School Student Forum Co-Advisor	\$739
3. Lois Morrissey	Middle School Yearbook Advisor	\$487
4. James Schaffer	Catasauqua High School A-V Advisor	\$1,642
5. Scott Bateman	High School Technical Stage Manager	\$2,000
6. Dawn Fisher	CHS Green Team Advisor	\$500

ROLL CALL VOTE

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

**APPROVAL OF
REVISED ADDITIONAL
BUS & VAN STOPS
2013-2014
SCHOOL YEAR
OCTOBER 2013**

Motion by Cunningham, seconded by Hartranft, approving the revised, additional bus/van stops for the 2013-2014 school year, effective October 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 list 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.

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

**539 Eighth Avenue, Bethlehem, PA – Valley Youth House
1880 Steel Stone Road, Allentown, PA – Knights Inn**

ROLL CALL VOTE

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, Panto aye, and Reiss 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, workshops, etc. as listed:

1. Name of Employee(s): Ronald Hassler, Catasauqua Middle School Teacher
Brad Evans, Sheckler Elementary School Teacher
Dates Requested: October 24, 2013
Conference Title: A Vision for Sustainability:
Transforming Schools Through Coaching
Location: Nittany Lion Inn, State College, PA
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant

2. Name of Employee(s): Deborah Elek Joanne Santoroski
David Burker Claudette Burker
Sheckler Elementary School Teachers
Dates Requested: October 24, 2013
Conference Title: I3 Content Enrichment Training – Energy, Force and Motion
Location: Elizabethtown College – Elizabethtown, PA
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant

3. Name of Employee(s): Ronald Hassler Jeffrey Jacksits
Catasaquua Middle School Teachers
Dates Requested: October 30, 2013
Conference Title: I3 Content Enrichment Training – Energy, Force and Motion
Location: Bloomsburg University of Pennsylvania – Bloomsburg, PA
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant

4. Name of Employee(s): Erica Schlamp
Sheckler Elementary School Teacher
Dates Requested: October 30, 31, November 1, 2013
Conference Title: Magnetism and Electricity (5)
Location: Penn State University – Malvern, PA Campus
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant

5. Name of Employee(s): David Linton
Catasaquua Middle School Teacher
Dates Requested: November 6, 2013
Conference Title: I3 Content Enrichment Training – Energy, Force and Motion
Location: Penn State University – Malvern, PA Campus
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant

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

6. Name of Employee(s): Marcia Rich Lorinne Bodner
Christine Snyder Susan Conner
Michael Conner
Sheckler Elementary School Teachers
Dates Requested: November 7, 2013
Conference Title: I3 Content Enrichment Training – Energy, Force and Motion
Location: Penn State University – Malvern, PA Campus
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant
7. Name of Employee(s): Shannon Wanko Karen Dunn Valerie Roberts
Sheckler Elementary School Teachers
Dates Requested: November 12, 2013
Conference Title: I3 Content Enrichment Training – Energy, Force and Motion
Location: Penn State University – Malvern, PA Campus
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant
8. Name of Employee(s): Erica Schlamp and James Wilson
Sheckler Elementary School Teacher
Dates Requested: February 3, 4, & 5, 2014
Conference Title: Human Body (3)
Location: Penn State University – Malvern, PA Campus
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant
9. Name of Employee: Daniel Muthersbaugh, Food Service Manager
Dates Requested: November 5 & 6, 2013
Conference Title: Food Service Director's Conference
Sponsored By: PASBO
Location: Penn Stater Hotel – State College, PA
Estimated Cost to District: \$169.50 – mileage
\$125.00 – lodging
\$300.00 – registration
\$594.50 – Total

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

- INFORMATION ITEMS**
1. Eric Dauberman
 - A. Cherrydale
 - B. There is a bullying video/song on the Sheckler Elementary School Facebook page
 - C. Lehigh Valley Teachers' Credit Union donated \$1,000 to Sheckler Elementary School
 2. David Ascani
 - A. County Chorus – thirteen students from our district
 - B. Scholastic Scrimmage – this week

- RECOGNITION OF GUESTS & VISITORS**
1. Kim Jarrah
 - A. Asked when 5th Grade and Kindergarten changes would be presented.

It was stated that the 5th Grade and Kindergarten changes would be discussed at the November 11, 2013 school board meeting.

NEXT SCHOOL BOARD MEETING DATES

- | | | |
|-------------------------------|------------------------|--|
| A. Thursday, November 7, 2013 | 5:45 P.M.
7:00 P.M. | Dinner at LCTI
School Board Meeting at LCTI |
| B. Monday, November 11, 2013 | 7:00 P.M. | School Board Meeting |

All of the above meetings will be held in the District Administration Office Board Room, unless otherwise noted.

- ADJOURNMENT** Motion by Reiss, seconded by Hartranft, to adjourn meeting.
Meeting adjourned at 8:50 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary