

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING**  
**TUESDAY, SEPTEMBER 3, 2013**

5344

**PURPOSE** A meeting of the Board of Directors of the Catasauqua Area School District was held on Tuesday, September 3, 2013 in the District Administration Office Board Room. Vice President Carol Cunningham called the meeting to order at 7:00 P.M.

Pledge of Allegiance to the Flag was given

**ROLL CALL** Members present: Dawn Berrigan, Carol Cunningham, Duane Deitrich, Mary Alice Hartranft, Carol McCarthy, Donald Panto (arrived 8:17 P.M.), and Sally J. Reiss

Members absent: Penny Hahn and Christine Naegel

Non-members present: Robert J. Spengler, Superintendent  
Christina Lutz-Doemling, Director of Curriculum & Assessment  
Kathleen Kotran, Coordinator of Instructional Technology, Federal Programs, and Community Education  
David Ascani, High School Principal  
Melissa Inselmann, Middle School Principal  
Eric Dauberman, Elementary School Principal  
Lois Reed, Business Supervisor  
Wayne Karess, District Network Manager  
David Knerr, Solicitor

Visitors: See list inserted in Permanent Minute Book

**ADMINISTRATION/  
BOARD DISCUSSION**

A. Academics & Education

1. High School Honor Roll – may want to change since we changed grading system. Currently regular Honor Roll cuts off at 83 which means 82 which is a B under new grading system, which would exclude. Board wants David Ascani to rewrite Honor Roll from Student Handbook and board will further discuss and vote at first meeting in October.  
Middle School Honor Roll – handout for proposed changes to Honor Roll to be aligned to current grading system.  
Discussion – should high school and middle school be the same.
2. Catasauqua Middle School 8<sup>th</sup> Grade Novel – would like to include one novel “The Wave”
3. Phys. Ed. Grades K, 1, & 2 - discussion
4. Phys. Ed. Grades 3 & 4 – discussion

ADMINISTRATION/BOARD DISCUSSION (continued)

B. Policy  
No report

- C. Finance
1. Medical Academy  
Joanna Hughes – subsidy deduction for PSERS non-payment of 4<sup>th</sup> quarter 2012. Said if not paid they will overnight money. They were not able to speak to their Business Manager today.
  2. Craig Haytmanek - current enrollment 211; construction has been ongoing this summer
  3. Joanna Hughes – five additional rooms; updated curriculum; starting September 20<sup>th</sup>, Dr. Haytmanek will be in Fridays to do dissecting

APPROVAL OF  
NON-REIMBURSABLE  
WORK SUBJECT TO  
ADVERTISING AND  
BIDDING  
REQUIREMENTS

Motion by McCarthy, seconded by Hartranft, granting approval for non-reimbursable work subject to advertising and bidding requirements document PDE-3074(a) Project Costs for Non-Emergencies.

**ROLL CALL VOTE**

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

APPROVAL OF  
MISCELLANEOUS  
INSURANCE RATES  
2013-2014 SCHOOL YEAR

Motion by McCarthy, seconded by Hartranft, approving the following insurance rates from PSBA Insurance Trust and Erie Insurance as listed:

	<u>2012-2013 Rates</u>	<u>2013-2014 Rates</u>
Package/Boiler (PSBA)	\$ 52,987	\$ 56,507 (\$3,520 increase)
Umbrella (PSBA)	\$ 14,969	\$ 16,466 (10% increase)
School Directors Errors & Omissions	\$ 10,388	\$ 12,189 (increase for all districts)
Vehicle Fleet (Erie Insurance)	<u>\$ 24,148</u>	<u>\$ 25,225</u> (\$1,077 increase)
Annual Premium	<u>\$102,492</u>	<u>\$110,387</u>

**ROLL CALL VOTE**

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

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

1. Service Provider: Carbon-Lehigh Intermediate Unit #21  
Service: Services to fulfill the district’s responsibility for non-public school participation in the Title One Program  
Location: St. Elizabeth School and Our Lady Help of Christians  
Amount: Not to exceed \$4,784.80  
Term: 2013-2014 School Year (from first day to last day of instruction for non-public school students)
  
2. Service Provider: Colonial Intermediate Unit 20  
Service: Services to fulfill the district’s responsibility for non-public school participation in the Title One Program  
Location: Good Shepherd, Northampton, PA  
Amount: Not to exceed \$5,801.57  
 Plus \$179.43 for I.U. 20 administrative costs  
Term: August 28, 2013 – June 30, 2014

**ROLL CALL VOTE**

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

**APPROVAL OF TAX ASSESSMENT APPEAL 1700 CATASAUQUA RD.** Motion by McCarthy, seconded by Berrigan, authorizing the solicitor to settle the tax assessment appeal with regard to 1700 Catasauqua Road (AP Allentown Limited Partnership/Eastwynn Theaters, Inc.) (PIN 641823136760-1) by establishing a new assessed value of \$6,750,000.

**ROLL CALL VOTE**

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

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

**A. Removal of Substitute Employees**

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Kelly DeAntonis	Day-to-Day Substitute Teacher	Full-Time Employment
Carrie Saul	Day-to-Day Substitute Teacher	Full-Time Employment
Frieda Eberhardt	Substitute Secretary	Personal
Christine Tretter	Guest Teacher Substitute	Guest status not renewed
Dolores Superka	Substitute Secretary – Admin.	Personal

**ROLL CALL VOTE**

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

**PERSONNEL MATTERS – 2013-2014 SCHOOL YEAR (continued)**

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

**B. Substitute Employees - 2013-2014 School Year**

<u>Name</u>	<u>Position</u>
Jillian Emert	Day-to-Day Substitute Teacher
Brian Sigafos	Day-to-Day Substitute Teacher
Donald Brensinger	Day-to-Day Substitute Teacher
Leonard Burkhart	Day-to-Day Substitute Teacher
Leanne Heffelfinger	Day-to-Day Substitute Teacher
Amanda Peters	Day-to-Day Substitute Teacher
James Honsel	Substitute Van/Bus Driver
Jaclyn Nielsen	Substitute Non-Certified Instructional Aide
Sabah Morcos	Substitute Non-Certified Instructional Aide

**ROLL CALL VOTE**

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

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

**C. Nomination for Appointment**

1. Cindy Kuntzman

Status:	Certified Instructional Aide – First Grade
Assignment:	Sheckler Elementary School
Rate of Pay:	\$147.50/day
Benefits:	As per agreement
Effective:	Retro from August 29, 2013 - June 11, 2014

**ROLL CALL VOTE**

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

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

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

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
James Schaffer	Brown & White Advisor	\$3,248
Jason MacHose*	Assistant Girls’ Soccer Coach	\$2,671
Heather Oakes	Sheckler Book Fair Coordinator	\$122
Heather Oakes	Sheckler Newsletter	\$487

\*Pending receipt of required employment forms

**ROLL CALL VOTE**

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

PERSONNEL MATTERS – 2013-2014 SCHOOL YEAR (continued)

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

**E. Letter of Resignation**

1. Brittany Thomas

Status:	Assistant Girls’ Basketball Coach
Assignment:	Catasauqua High School Athletics
Reason:	Change in Employment
Effective:	Immediately for the 2013-2014 School Year

**ROLL CALL VOTE**

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

<b>APPROVAL OF SENIOR STUDENT TO ATTEND YEAR AT CATASAUQUA HIGH SCHOOL 2013-2014 SCHOOL YEAR</b>	Motion by Berrigan, seconded by Hartranft, granting approval to allow the following student to start and finish the 2013-2014 school year, no tuition required, and student must provide their own transportation to and from school as follows and as per school district policy:
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<b>Hannah Benner</b>	<b>Catasauqua High School</b>	<b>12<sup>th</sup> Grade</b>
<b>Moving to:</b>	<b>132 South 8<sup>th</sup> Street, Coplay, PA</b>	<b>18037</b>

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

**RECOGNITION OF GUESTS & VISITORS**

1. Kim Sandt Why are we reevaluating dress code?
2. William Reightler Why no committee meetings?  
 Answer: Duplication of discussion – full board present vs. just committee members  
  
 Do we accept tuition students?  
 Answer: No

**OLD BUSINESS**

1. Sally Reiss
  - A. New voting procedures for PSBA
2. Dawn Berrigan
  - A. Explained new procedure for PSBA officers. School Board votes amongst themselves then Dawn would need to vote for our board pick.

**NEW BUSINESS**

1. Mary Alice Hartranft
  - A. Borough of Catasauqua asking for exemption of FL Smidth property

**NEW BUSINESS (continued)**

- 2. David Knerr
  - A. Felt it was not appropriate because it is not trading dollars since we have three municipalities

- INFORMATION ITEMS**
- 1. Melissa Inselmann
    - A. Good start of school year
  - 2. David Ascani
    - A. Good start of school year

**NEXT SCHOOL BOARD MEETING DATES**

- A. Monday, September 9, 2013      7:00 P.M.      School Board Meeting
- B. Tuesday, October 1, 2013      7:00 P.M.      School Board Meeting
- C. Monday, October 7, 2013      7:00 P.M.      School Board Meeting

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

**ADJOURNMENT**      Motion by Reiss, seconded by Panto, to adjourn meeting.  
Meeting adjourned at 8:28 P.M.

Respectfully submitted,

Sally J. Reiss  
Secretary