

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, October 14, 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 VOTE**

Board Members		Non Board Members	
Penny Hahn	X	Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	X
Donald Panto	X	Christina Lutz-Doemling	X
Duane Deitrich	X	Lois Reed	X
Mary Alice Hartranft	X	Kathleen Kotran	
Carol McCarthy	X	Wayne Karess	X
Dawn Berrigan		William Gasper	X
Christine Naegel	X	David Ascani	X
Christine Nace	X	Melissa Inselmann	X
		Eric Dauberman	X
Student Representatives		Bryan Klass	
Evan Deitrich	X	Ronald DeMaio	X
Michael Gilmartin	X	David Troxell	X

X = Present

Visitors: See list inserted in Permanent Minute Book

4. **NOTICE OF EXECUTIVE SESSIONS**
 - A. Executive Session for Personnel Reasons - Tuesday, October 14, 2014 at 5:30 P.M.
Executive session was held from 5:30 pm to 6:50 pm

5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 - A. Sheckler Elementary School Students of the Month – September 2014 –
Eric Dauberman

GRADE 1	GRADE 2	GRADE 3	GRADE 4
Ella Dorsey	Migdaliz Mercado	Amanda Hunsberger	Julia Dolon
Alescias Lewis	Anessa Rodriguez	Kaleb Hunsicker	Corbin Reinsmith
-	-	-	Zeven Adamcik

- B. Catasauqua Middle School Star Players of the Month – September 2014 –
Bryan Klass

GRADE 5	GRADE 6	GRADE 7	GRADE 8
Anthony Barber	Laura Schaffer	Jaylen Green	Mikaela Alleyne

- C. Cameron Smith, 626 Second Street, Catasauqua, PA, A Catasauqua High School/LCTI student expressed his concern about the requirement to sign the technology Acceptable Use Policy and the possibility of LCTI students to be issued MacBooks. The Board and Administration discussed this idea and agreed to issue full-day LCTI students MacBooks.

NOTE: At this time Mrs. Hahn requested Board Action on Item 13E

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics & Education

- Policy #218 Graduation Requirements
Christina Lutz-Doemling provided an overview of the new State Guidelines.
- SPP Initial Overview
Christina Lutz-Doemling provided an overview of the 2014 School Performance Profile. Building level improvement plans will be presented and discussed in November.
- Comprehensive Plan Update
The plan is available for review on the district website for 30 days. Please email any comments to Christina Lutz-Doemling or Robert J. Spengler.

B. Policy

- Policy #218 Graduation Requirements
This policy was discussed during Academics and Education

C. Athletics

David Troxell recognized Hannah Edwards for her athletic accomplishment. Congratulations to Michael Gilmartin for his District XI Gulf Tournament Achievement. Boys and Girls Soccer are finished. Girls Volleyball Senior Night will be held on October 15, 2014. Football Cheerleading Senior Night will be held on October 31, 2014.

D. Building and Grounds

The department is preparing for winter. The Alumni Field Scoreboard will soon need replacement. Security has been increased due to the protest situation.

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

None

F. Borough of Catasauqua – Christine Nace

The Iron Works Festival will be held on November 8, 2014 from 6:00 PM to 10:00 PM

G. Borough of North Catasauqua – Duane Deitrich

The Fest-O-Fall was well attended with great success.

H. Hanover Township – Christine Naegel

None

- I. PSBA Liaison Update – Dawn Berrigan
None
- J. Lehigh Career & Technical Institute Update – Dawn Berrigan
None
- K. Student Representatives – Evan Deitrich and Michael Gilmartin
Yearbooks are being distributed. Marching Bands competition has started. MacBook charging possible concerns were discussed. The MacBooks have been a definite advantage for students, including taking courses offsite, for example LCCC Courses.

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on September 8, 2014 (attachment)

8. APPROVAL OF TREASURER’S REPORT FOR SEPTEMBER 2014 (attachment)

9. APPROVAL OF BUDGET TRANSFERS SEPTEMBER 2014 (attachment)

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS OCTOBER 2014 WITH THE EXCEPTION OF CHECK # 1517 (cafeteria fund) IN THE AMOUNT OF \$1,786.87 AND CHECK # 6554 (general fund) IN THE AMOUNT OF \$8,750.00 (attachment)

Items 7A, 8, 9, and 10 were combined by Board request

ROLL CALL VOTE

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

10.A APPROVAL TO RATIFY CHECK # 1517 (cafeteria fund) IN THE AMOUNT OF \$1,786.87, AND CHECK# 6554 (general fund) IN THE AMOUNT OF \$8,750.00 A/P BILLS OCTOBER 2014 (attachment)

ROLL CALL VOTE

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

11. APPROVAL TO RATIFY ALL MANUAL BILLS SEPTEMBER 2014 (attachment)**ROLL CALL VOTE***MOTION BY: McCarthy**SECONDED BY: Hartranft**AYE: Hartranft, Nace, Deitrich, Hahn, Cunningham, Naegel, Panto, McCarthy**NAY: 0**Eight Ayes, Zero Nays, Motion carried***12. FINANCIAL****A. None****13. PERSONNEL****A. Appointment of Mentor Teachers – 2014-2015 School Year**

Administration recommends the individual listed below be approved as Mentor Teacher for the 2014-2015 school year at a stipend of \$750.00 as per C.B.A.

MENTOR TEACHER/ED. SPECIALIST	NEW TEACHER
Edward Whitehead, High School English	Andrew Gruver, High School English

B. Change of Employment Status:

- Name: Linda Dunn
 Previous Status: Substitute Cafeteria Employee
 Current Status: General Kitchen Help
 Assignment: Catasauqua Middle School
 Rate of Pay: \$10.54/hour
 Benefits: As Per Cafeteria Staff Agreement
 Effective: October 8, 2014
- Name: Terry Lubenesky
 Previous Status: Substitute Teacher
 Current Status: Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Rate of Pay: \$147.50/day
 Benefits: As Per Collective Bargaining Agreement
 Effective: November 1, 2014 – June 8, 2015

C. Removal of the Following Substitute Teachers for the 2014-2015 School Year

NAME	REASON
MaryEllen LaDuke	Other Employment
Elizabeth Wetzig	Did not renew Guest Teacher Certification
Rachel Belletiere	Other Employment

D. Letters of Resignation

1. Name: Norma Ramirez
 Status: General Kitchen Help
 Assignment: Catasauqua Middle School
 Reason: Personal
 Effective: September 28, 2014
2. Name: Laura Gregson
 Status: Certified Instructional Aide
 Assignment: Sheckler Elementary School
 Reason: Personal
 Effective: November 2, 2014

E. Appointment of Extra-Curricular Positions 2014-2015 School Year

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

#	Name	Position	Stipend
1	Janice Kovacs	Assistant Girls Basketball Coach	\$4,067.00
2	Edward Seidick *	Head Girls Basketball Coach	\$7,065.00
3	Jonathan Reed*	Assistant Wrestling Coach	\$2,134.00
4	Michael Rusnock	Assistant Wrestling Coach	\$3,000.00
5	Joseph Russo*	Assistant Wrestling Coach	\$3,000.00

*pending completion of employment packet and clearances

Item 13E was acted upon by the Board after Item 5, Audience Input on Agenda

ROLL CALL VOTE

MOTION BY: Cunningham

SECONDED BY: Deitrich

AYE: Hartranft, Nace, Deitrich, Hahn, Cunningham, Naegel, Panto, McCarthy

NAY: 0

Eight Ayes, Zero Nays, Motion carried

F. Addition of the Following Substitutes for the 2014-2015 School Year

The following applicants have requested to be added to the Substitute Employment List for the 2014-2015 School Year as follows:

Name	Assignment
Kathryn Beirne	Substitute Teacher
Kayla Bringenberg	Substitute Teacher
Janet Colburn	Substitute Teacher
Jessica Gildner	Substitute Teacher
Laura Gregson	Substitute Teacher
Megan Groh	Substitute Teacher
Kimberly Klotz	Substitute Teacher
Linda Sherlock	Non-Certified Instructional Aide Substitute
Zachary Winter	Substitute Teacher

Items 13A, 13B, 13C, 13D, and 13F were combined by Board request

ROLL CALL VOTE

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

14. BOARD APPROVALS

A. Approval of Resolution to Approve a Municipal/Lease Purchase Agreement with Santander Bank, N.A.

This resolution approves a revised lease/purchase agreement in connection with the acquisition of a 77 passenger bus, making federal tax covenants, designating the agreement as a qualified tax exempt obligation under IRS Code 265(b)(3)(B), and authorizing conforming actions by school district officers. (**attachment**)

ROLL CALL VOTE

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

B. Approval of 2014-2015 Letter of Agreement for Title I Services with Carbon Lehigh Intermediate Unit #21

The Superintendent requests approval of this agreement with Carbon Lehigh Intermediate Unit 21, that identifies the instruction provided by Carbon Lehigh Intermediate Unit at Saint Elizabeth School and Our Lady of Help Christian School. (**attachment**)

C. Approval of 2014-2015 Letter of Agreement for Title I Services with Colonial Intermediate Unit #20

The Superintendent requests approval of this agreement with Colonial Intermediate Unit 20, that identifies the instruction provided by Colonial Intermediate Unit at Good Shepherd, Holy Family, and Notre Dame Schools. (**attachment**)

D. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy. (**attachment**)

Section: STUDENTS
Policy #: #218
Title: Graduation Requirements

E. Approval of Addendum to Agreement for Collection of Delinquent Real Estate Taxes on the behalf of the Catasauqua Area School District)

Administration requests approval of this addendum which authorizes Portnoff Law Associates to continue collection of delinquent Real Estate Taxes. (**attachment**)

F. Approval to Attend Conferences, Seminars, etc (attachment)

G. Approval of Apple Authorized Service Provider Agreement

Administration requests approval of this agreement that establishes the parameters for Apple computer repairs to be performed by the Salisbury Township School District. (**attachment**)

H. Approval of Lease Agreement with Xerox for Central Copier Lease and Associated Services

Administration requests approval of this 60 month Lease Agreement with XEROX Corporation that provides a new Central Copy Machine, Model D95 Coper/Printer/100Ppm Kit and all consumable supplies. The new monthly lease amount is \$1,091.76. The prior monthly lease amount was \$1,498.88 for a monthly savings of \$407.12, yearly savings of \$4,885.44, and overall lease savings of \$24,427.20. This purchase is made utilizing the PEPPM Contract #072557100.

I. Approval of Additional Revised Van/Bus Stops – 2014-2015 School Year, as of October 2014

Approval is requested of the attached additional revised Van/Bus Stops for the 2014-2015 School Year, effective immediately. 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 to attached will be maintained by the Transportation Operation Office, and be made available at all times. Additionally, changes are stored within the transportation.

LV Dual Language Charter School
Bridge & Fairview

Items 14B, 14C, 14D, 14E, 14F, 14G, 14H, and 14I were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham

SECONDED BY: McCarthy

AYE: Hartranft, Nace, Deitrich, Hahn, Cunningham, Naegel, Panto, McCarthy

NAY: 0

Eight Ayes, Zero Nays, Motion carried

15. OLD BUSINESS**16. NEW BUSINESS****17. COMMENDATIONS****18. INFORMATION ITEMS****19. CORRESPONDENCE**

Items 15, 16, 17, 18, and 19 were combined by Board request

- A. *Eric Dauberman – Picture Day is October 9, 2014. Fire prevention week begins on October 10, 2014. The Kindergarten Pumpkin Patch will occur during the week of October 20th. The Halloween Parade will occur on October 31, 2014. The Sheckler Courtyard will be improved through the efforts of a Girl Scout project. Thank you to the Sheckler Teachers and Christina Lutz-Doemling for our SPP improvements.*
- B. *Melissa Inselmann – Anti Bullying Kickoff will occur on October 17, 2014. Halloween dress-up will occur on October 31, 2014. The Weller Center will provide a nutrition presentation to all students. Thank you to Bryan for managing the building during my medical leave. Thank you to the Catasauqua Middle School teachers for our SPP scores.*
- C. *Carol McCarthy – The Catasauqua High School display cases appear to need lighting.*
- D. *Duane Deitrich – Thank you to Mr. Troxell for hosting Cub Pack #94 as Color Guard at Friday night's football game.*
- E. *Wayne Karess – Catasauqua Middle School computer labs are now refurbished using high school and LCCC donated computers. Sheckler room 214 is also updated using LCCC donated computers.*
- F. *William E. Gasper – Vehicle fueling using the Borough of Catasauqua facility has begun.*
- G. *Christina Lutz-Doemling – Thank you to Teachers, Administrators, and Board for their support relative to district initiatives and the SPP scores.*
- H. *Robert J. Spengler – Thank you to the Catasauqua Police, Administration, and Staff, in providing a safe environment for our students during the recent protest situation. Catasauqua Area School District is in receipt of a \$250.00 donation from Just Born Inc. Thank you Mary Alice Hartranft for your effort. Catasauqua Area School District is in receipt of a \$13,753.60 Pennsylvania Department of Education Food Service Equipment Grant which will be used for new convection ovens at Sheckler Elementary School and Catasauqua Middle School.*
- I. *Lois Reed – Thank you to Hanover Township for installing a “School Bus Stop Ahead” sign upon our request.*
- J. *Christine Naegel – Will drop off a Cabbage Growing Scholarship document for Administration to review.*
- K. *David Ascani – We will continue to forge ahead with SPP scores. PSAT Testing will occur on October 18, 2014. The Homecoming Court was determined on October 10, 2014. A Middle States Parent Survey is now posted on our District Website. The Student Survey will be posted soon. Thank you to Barbara Resto for again facilitating a free yearbook for all seniors.*

20. RECOGNITION OF GUESTS & VISITORS

21. NEXT MEETING DATES

- | | | |
|------------------------------|-----------|----------------------|
| A. Tuesday, November 4, 2014 | 5:30 P.M. | Dinner at LCTI |
| | 7:00 P.M. | School Board Meeting |
| B. Monday, November 10, 2014 | 7:00 P.M. | School Board Meeting |

22. ADJOURNMENT

MOTION BY: Cunningham

SECONDED BY: Deitrich

Motion carried

Time Adjourned: 9:02P.M.

Respectfully submitted,

Duane Deitrich
Secretary