

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Monday, August 11, 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**

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

X = Present

Carol McCarthy arrived at 7:02 P.M.

Donald Panto arrived at 7:50 P.M.

Visitors: See List inserted in Permanent Minute Book

4. **NOTICE OF EXECUTIVE SESSIONS**
 - A. *Executive session for personnel and legal reasons was held from 8:09 P.M. until 9:00 P.M. No Board Action occurred afterwards.*

5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 - A. None

6. **ADMINISTRATION/BOARD DISCUSSION & REPORTS**
 - A. Athletics
 - *Fall sports practice commenced August 11, 2014.*

- B. Building and Grounds
 - *Summer cleaning is nearly complete and everything will be ready for the start of school.*
- C. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
 - *The annual Golf Tournament raised \$4,642.00.*
- D. Borough of Catasauqua – Christine Nace
 - *The Borough owned property at Eighteenth and Pearl Streets is for sale.*
- E. Borough of North Catasauqua – Duane Deitrich
 - *A Car Cruise will be held on September 1, 2014. Autumn Fest will be held on October 12, 2014.*
- F. Hanover Township – Christine Naegel
 - *None*
- G. PSBA Liaison Update – Dawn Berrigan
 - *A meeting occurred with Zach Pearce, our PSBA Regional Contact, on August 7, 2014 to discuss our concerns and needs. Many more services are being made available at no charge.*
- H. Lehigh Career & Technical Institute Update – Dawn Berrigan
 - *None*

7. **APPROVAL OF TREASURER’S REPORT FOR JULY 2014 (attachment)**
8. **APPROVAL OF BUDGET TRANSFERS FOR JULY 2014 (attachment)**
9. **APPROVAL FOR PAYMENT OF ALL A/P BILLS AUGUST 2014 (attachment)**
10. **APPROVAL TO RATIFY ALL MANUAL BILLS FOR JULY 2014 (attachment)**

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

ROLL CALL VOTE

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

11. FINANCIAL

A. Approval of Government Product Lease Agreement with mail Finance, a NeoPost USA Company, for Rental of a Postage Meter and Automatic Folder/Inserter (attachment)

Administration recommends this rental agreement to replace the existing mail machine located at the Catasauqua High School and a folder/inserter machine located at the Catasauqua Area School District Administration Office. The net increase on a monthly basis is \$63.78. The product allows the district to save time and supply costs on mailing. The cost for rental of postage meter and automatic folder/inserter is \$201.18 per month (first three months @ no charge) for a period of 63 months.

ROLL CALL VOTE*MOTION BY: McCarthy**SECONDED BY: Hartranft**AYE: Hartranft, Nace, Deitrich, Berrigan, Hahn, McCarthy, Naegel**NAY: 0**Seven Ayes, Zero Nays, Motion carried***12. PERSONNEL****A. Re-Approval of Substitute Guest Teachers**

Re-approval of the following substitute guest teachers for the 2014-2015 school year as listed:

Suzanne Borovics	Nancy Breon	Yvette Campbell
George Gemmel	Luther Smith, Jr.	Patricia Sottolano
Elizabeth Wetzig	Jacqueline Yanek	

B. Request for Removal from Substitute Employment, 2014-2015 School Year

Removal of the following substitute employees who did not work in the 2013-2014 school year:

1. Frieda Eberhart
2. Robert Superka
3. Sandra Superka
4. Eunice Moyer

C. Substitute Teachers Re-Approval

The following list of substitute teachers should be re-approved for the 2014-2015 school year:

1. Joseph Alley	2. Kathryn Anchorstar	3. Janice Bauer
4. Jane Bear	5. Rachele Belletiere	6. Andromeda Blumenau
7. Robert Breon	8. Leonard Burkhart	9. Robert Bydlon
10. Jennifer Carfara	11. Jamie DeLong	12. Laura Denithorne
13. Phyllis Derksen	14. Carlye Dunleavy	15. Eugenia Emert
16. Jillian Emert	17. Robert Fahringer	18. Michele Harrison
19. Janet Hassler	20. Dawn Heckman	21. Leanne Heffelfinger
22. Janine Hemond	23. Michelle Hock	24. Travis Hontz
25. Emma Jones	26. Terri Lubenesky	27. Ashley Krutsick
28. MaryEllen LaDuke	29. Kathleen Miller	30. Kimberly Macasevich
31. Helene McGuire-Hein	32. Jamie Morgan	33. Alison Monahan
34. Christina Mondschein	35. Kristin Popovice	36. Thomas Moyer
37. Robert Pasternak	38. Sarah Seidel	39. Charles Post
40. Nicole Rothrock	41. Brian Sigafos	42. Shannon Seremula
43. Brittney Shambo	44. Walter Walenta	45. Arlene Sovorsky

46. Donna Unger	47. Stephanie Yelles	48. Gary Washitzko
49. Benjamin Watson	50. Charles Yost	

D. Substitute Support Staff Employees Re-Approval

The following list of substitute support staff employees should be re-approved for the 2014-2015 school year:

SUBSTITUTE SECRETARIES		
Nancy Breon	Carolyn Chorones	Judith Seyfried
Jillian Emert	Suzanne Moser	Dolores Superka

SUBSTITUTE CAFETERIA WORKERS		
Diane Bet	Linda Dunn	Patricia Fahringer
Joseph Kantner	Sabah Morcos	Ghania Saliby

SUBSTITUTE CUSTODIANS		
Timothy Grube	Cynthia Reppert	Deanna Winch

SUBSTITUTE NON-CERT INSTRUCTIONAL AIDES		
Janice Bauer	Nancy Breon	Jillian Emert
Alison Monahan	Sabah Morcos	Laurie Nebbia
Luther Smith, Jr.	Terri-Jean Walck	

SUBSTITUTE BUS/VAN DRIVERS		
Carol Flahart	Nancy Fried	Luis Hernandez
Tessa James	Joseph Kantner	Dennis Kisthart
William Mitman	Cindy Reppert	Jennifer Swarts-O'Boyle
Luther Smith, Jr.	Scott Smith	Robert Sterner

E. Nomination for Re-Appointment1. Lori Rice

Status: Cafeteria Lunchroom Monitor
Assignment: Sheckler Elementary School
Rate of Pay: \$7.25/hour for the 2014-2015 school year
Effective: August 25, 2014

F. Nomination for Appointment (NON-CERTIFIED INSTRUCTIONAL AIDE)1. Sarah Forstoffer

Status: Non-Certified Instructional Aide
Special Education – One-on-One
Assignment: Sheckler Elementary School
Rate of Pay: \$107.50/day
Benefits: As per agreement
Effective: August 18, 2014-June 8, 2015

G. Nomination for Appointment (CERTIFIED INSTRUCTIONAL AIDE)

1. Brett Zeiber
 Status: Certified Instructional Aide
 Special Education – One-on-One/Remediation
 Assignment: Catasauqua High School
 Rate of Pay: \$147.50/day
 Benefits: As per agreement
 Effective: August 18, 2014-June 8, 2015

H. Nomination for Appointment

1. Jill Branch
 From: Furlough/Call Back List
 To: 8th Grade English Teacher
 Assignment: Middle School
 Effective: August 18, 2014
 Rate of Pay/Benefits: As per Collective Bargaining Agreement

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

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

Name	Position	Stipend
*Carlos Cedeno	Asst. Girls Volleyball	\$2,000.00
*Tyler Miller	Asst. Boys Soccer	Volunteer
*Zachary Koller	Asst. Boys Soccer	Volunteer
**Brandon Lesko	Asst. Football	Volunteer

* Pending Receipt of required employment forms.

** An Extra-Curricular position appointment was added during the meeting,

J. Adjustment of Extra-Curricular Compensation

Approval is requested to adjust the stipend for 2014-2015 Extra-Curricular for the following:

Name	Position	Old Stipend	Revised Stipend
Abby Cunningham	Girls Head Volleyball Coach	\$3,510.00	\$4,000.00

Items 12A, 12B, 12C, 12D, 12E, 12F, 12G, 12H, 12I, and 12J were combined by Board request.

ROLL CALL VOTE

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

K. Approval of 2014-2015 Teacher Collective Bargaining Unit Salary Schedule and Associated Teacher Salaries

As per the CAEA Collective Bargaining Agreement, the Superintendent has reviewed and recommends the Salary Schedule and respective salary assignments in form presented to the Board.

ROLL CALL VOTE

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

13. CURRICULUM

A. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
4th Grade Math

ROLL CALL VOTE

*MOTION BY: McCarthy SECONDED BY: Hartranft
AYE: Hartranft, Deitrich, Hahn, McCarthy
NAY: Nace, Naegel, Berrigan
Four Ayes, Three Nays, Motion failed due to majority of Board vote not achieved*

*Donald Panto arrived to the meeting at this point, 7:50 P.M.
Discussion occurred relative to the regulatory requirements of the PA Core Integration in District Curriculum.
A motion to reconsider the Roll Call Vote on Item 13A was made:*

ROLL CALL VOTE to Reconsider

*MOTION BY: Hartranft SECONDED BY: Deitrich
AYE: Hartranft, Deitrich, Hahn, McCarthy, Panto
NAY: Nace, Naegel, Berrigan
Five Ayes, Three Nays, Motion carried*

B. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
7th Grade English/LA

C. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
Algebra II

D. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
German I

E. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
German II

F. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
Spanish III

G. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
Spanish IV

Items 13D, 13E, 13F, and 13 G were combined by Board request.

ROLL CALL VOTE

MOTION BY: McCarthy

SECONDED BY: Hartranft

AYE: Hartranft, Deitrich, Hahn, McCarthy, Nace, Naegel, Berrigan

NAY: 0

Seven Ayes, Zero Nays, Motion carried

H. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
English 12

I. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
English 12 AP

J. Approval of Planned Course of Study

Approval is requested for the Planned Course of Study as listed:
8th Grade American History I

Items 13A, 13B, 13C, 13H, 13I, and 13J were combined by Board request.

ROLL CALL VOTE

MOTION BY: Hartranft

SECONDED BY: Deitrich

AYE: Hartranft, Deitrich, Hahn, McCarthy, Panto,

NAY: Nace, Naegel, Berrigan

Five Ayes, Three Nays, Motion carried

14. BOARD APPROVALS

A. Approval of Medical Academy Food Service Contract

Superintendent requests for approval of the Medical Academy Charter School Food Service contract for the 2014-2015 school year as per **attachment**.

ROLL CALL VOTE

MOTION BY: Berrigan

SECONDED BY: McCarthy

AYE: Hartranft, Deitrich, Hahn, McCarthy, Nace, Naegel, Berrigan

NAY: 0

Seven Ayes, Zero Nays, Motion carried

B. Appointment of Student Representatives (2) to the Catasauqua Borough Council

Approval is requested to appoint the following as the two (2) Catasauqua High School Student Representatives to the Catasauqua Borough Council for the 2014-2015 school year.

**Spencer Phillips
Shiloh Sziy**

C. Appointment of Student Representatives (2) to the North Catasauqua Borough Council

Approval is requested to appoint the following as the two (2) Catasauqua High School Student Representatives to the North Catasauqua Borough Council for the 2014-2015 school year.

**Jacob Schneck
Dakoha Zelinsky**

Items 14B, and 14C were combined by Board request.

MOTION BY: McCarthy

SECONDED BY: Berrigan

Motion carried

D. Review of 2013 State Ethics Forms – Statement of Financial Interest

Approval of review of Statement of Financial Interests of all current board members and persons who were Public Officials in 2013 or 2012 in accordance with board resolution of May 23, 2006 (**attachment**).

E. Approval of Affiliation Agreement with Kutztown University of Pennsylvania

Superintendent requests approval of this agreement, providing an outline of duties and responsibilities of both parties (**attachment**).

F. Approval of Special Education Services Agreement for the 2014-2015 School Year, Carbon Lehigh Intermediate Unit #21

The Superintendent requests approval of this agreement, providing services for district students with special needs (**attachment**).

Items 14D, 14E, and 14F were combined by Board request.

ROLL CALL VOTE

MOTION BY: McCarthy

SECONDED BY: Nace

AYE: Hartranft, Deitrich, Hahn, McCarthy, Nace, Naegel, Berrigan

NAY: 0

Seven Ayes, Zero Nays, Motion carried

G. Approval of Van/Bus Stops – 2014-2015 School Year

Approval is requested of the attached 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 the attached 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 (attachment)

MOTION BY: Berrigan

SECONDED BY: Hartranft

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. Melissa Inselmann – The fifth grade locker night will be held on August 13, 2014.

B. Carol McCarthy – Carol attended the Catasauqua High School One to One Technology Orientation session and indicated that the program was well organized and successful.

C. Duane Deitrich – Duane attended the Catasauqua High School One to One Technology Orientation session and expressed his pleasure with the program.

20. RECOGNITION OF GUESTS & VISITORS

- A. *Sarah Forstoffer – Expressed gratitude for the opportunity to serve as an Instructional Aide for the Catasauqua Area School District.*

21. NEXT MEETING DATES

- | | | |
|-------------------------------|-----------|----------------------|
| A. Tuesday, September 2, 2014 | 7:00 P.M. | School Board Meeting |
| B. Monday, September 8, 2014 | 7:00 P.M. | School Board Meeting |

22. ADJOURNMENT

MOTION BY: Hartranft

SECONDED BY: Deirich

Motion carried

Time Adjourned: 8:09 P.M.

Respectfully submitted,

Duane Deitrich
Secretary