

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, January 12, 2016
7:00 P.M. – District Administration Office

1. **CALL TO ORDER** Vice President, Carol Cunningham
Vice President Carol Cunningham 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		Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	X
Donald Panto		Christina Lutz-Doemling	X
Duane Deitrich	X	Lois Reed	X
Carol McCarthy		Kathleen Kotran	X
Dawn Berrigan	X	Wayne Karess	
Christine Nace	X	William Gasper	X
Rodney L. Nace	X	David Ascani	X
Joseph T. Kovaes		Melissa Inselmann	X
		Eric Dauberman	X
Student Representatives		Bryan Klass	
Amber Labezius	X	Jean Susko	
Joselyne Mera	X	Thomas Moll	X

X = Present

Visitors: See List inserted in Permanent Minute Book

4. **NOTICE OF EXECUTIVE SESSIONS**
 A. None
5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 A. School Board Director Recognition Month
Student Representatives presented their appreciation for the support and sacrifice provided by our School Board Directors.
 B. Sheckler Elementary School Students of the Month – Dec. 2015-Eric Dauberman

GRADE 1	GRADE 2	GRADE 3	GRADE 4
Emma Schwenk	Emily Delong	David Janoski	Jonah Arancibia
Abigail Wright	Cayden Vassa	Kadince Waldron	Kaitlyn Lawton
			Tristan Moore

C. Catasauqua Middle School Star Players of the Month – Nov-Dec. 2015-M.Inselmann

GRADE 5	GRADE 6	GRADE 7	GRADE 8
Colin Germano	Kalman Sasdi	Tyler Monahan	Gavin Kozemko
Angelina Dries	Dominic Melendez	Janiyah Graves	Jacob Smith

D. Bond Refinance – Brad Remig, PFM

Brad Remig and Robert Spengler provided an overview of the 2016 Bond Refinance Proposal. This refinance provides approximately \$1.8 million in savings.

* NOTE: At this time Mrs. Cunningham requested Board Action on Item 12B

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education

- CHS Career Planning Guide 2016-2017
David Ascani described the proposed changes to the new Planning Guide.

B. Policy

- Suicide Prevention Policy Discussion
- Policy # 114 - Programs For Gifted Pupils
- Policy # 207 – Student Records
- Policy # 216 – Student Records for Exceptional Students
David Knerr provided an overview and background relative to each Policy. Input may be provided directly to Mr. Knerr or Mr. Spengler in preparation for a final review on February 9, 2016.

C. Athletics

Winter Sports are nearing completion. Spring Sports signups will be occurring soon. Hannah Edwards officially signed her intent to attend the University of Pittsburgh.

D. Building and Grounds

None

E. Carbon Lehigh Intermediate Unit # 21 – None

None

F. Borough of Catasauqua – Christine Nace

None

G. Borough of North Catasauqua – Duane Deitrich

None

H. Hanover Township – Lois Reed

None

I. PSBA Liaison Update – Duane Deitrich

Partial School Funding has been distributed. PSBA is taking legal action against the State.

J. Lehigh Career & Technical Institute Update – Dawn Berrigan

Dawn Berrigan provided an overview of the proposed 2016-2017 LCTI Budget.

K. Student Representatives – Amber Labezius and Joselyne Mera

Student Council is preparing for Spirit Week. SADD is sponsoring Jeans for Teens. Lip Sync preparation is occurring.

7. **APPROVAL OF MINUTES FROM PRIOR MEETING(S)**
 A. **Reorganization School Board Meeting Held on December 7, 2015**
 B. **School Board Meeting Held on December 7, 2015**
8. **APPROVAL OF TREASURER’S REPORT FOR DECEMBER 2015**
9. **APPROVAL OF BUDGET TRANSFERS DECEMBER 2015**
10. **APPROVAL FOR PAYMENT OF ALL A/P BILLS JANUARY 2016**
11. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P DECEMBER 2015**
12. **FINANCIAL**
 A. **Accept Independent Auditor’s Report of 2014-2015 General Fund Budget**
 Approval is requested to accept the independent auditor’s report of the 2014-2015 general fund budget of the Catasauqua Area School District as prepared by France, Anderson, Basile & Company, P.C.
- B. **Approval of Bond Refinance Resolution**
 a resolution authorizing the issuance of bonds in the amount of **Nine Million, Nine Hundred Ninety Five Thousand (\$9,995,000)** providing for the date, interest rates, maturity dates and place of payment with respect to the bonds; accepting the proposal of RBC Capital Markets LLC for the purchase of the bonds; authorizing the proper officers to execute and deliver the bonds; authorizing and directing the preparation, certification and filing of the proceedings with the Pennsylvania Department of Community and Economic Development; and setting forth a form of bond.

** This item was acted upon during item 5D at 7:27 P.M.*

ROLL CALL VOTE

MOTION BY: Deitrich *SECONDED BY: Berrigan*

AYE: C. Nace, R. Nace, Deitrich, Berrigan, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

C. **Exoneration – Tax Collectors 2015-2016 Real Estate/Interim Taxes**

The following tax collector(s) of the Catasauqua Area School District request exoneration from collecting the following real estate and interim taxes for the 2015-2016 school year in accordance with Section 685 of the Public School code.

These taxes are claimed “Delinquent” and will be submitted to Portnoff Associates for further collection as such. The deadline for collection of these taxes was 12-31-15.

Tax Collector	Municipality	2015-2016 Base Real Estate	2015-2016 Interim
James Delbertis	Catasauqua	\$185,087.20	\$755.56
Catasauqua Area SD	Hanover Township	\$30,130.45	\$0
Donna Schifko	North Catasauqua	\$109,215.74	\$0
	TOTAL	\$324,433.39	\$755.56

13. PERSONNEL**A. Letter of Resignation****1. Deanna Winch**

Status: Cafeteria Worker
 Assignment: Catasauqua Middle School
 Reason: Retired
 Effective: December 31, 2015

B. Approval of FMLA Leave of Absence for Employee # 1958

Administration recommends approval for FMLA for employee #1958 effective upon exhaustion of all personal and sick leave beginning approximately March 24, 2016.

C. Approval of Temporary Suspension of Employee #1164 and Employee #1828 In Accordance with Act 153 of 2014, as Amended by Act 15 of 2015

Administration recommends the temporary suspension of the indicated employees due to failure to submit documentation required by Act 153 of 2014, as Amended by Act 15 of 2015.

D. Approval for Days Without Pay

1. Name: Gwen Mutarelli
 Reason: Personal
 Effective: February 17, 2016 to March 22, 2016
2. Name: Casey Gillespie
 Reason: Personal
 Effective: January 7, 2016 to January 15, 2016

E. Removal of the Following Substitute Teachers for the 2015-2016 School Year:

Name	Reason
Jillian Emert	Full Time Employment
Michele Harrison	Personal

F. Substitute Employees

The following applicants have requested to be added to the substitute employment list for the 2015-2016 school year:

Name	Assignment
Heather Henry	Substitute Cafeteria Worker / Non-Certified Instructional Aide Substitute
Janelle Taylor	Substitute Cafeteria Worker / Non-Certified Instructional Aide Substitute

G. Appointment of Mentor Teacher(s) – 2015-2016 School Year

Administration recommends that the name(s) listed below be approved as Mentor Teacher(s) for the 2015-2016 school year at a stipend of \$375.00 (half year) as per Collective Bargaining Agreement:

Mentor	New Teacher
Maria Mitchell	Allison Dolak

H. Appointment of Extra-Curricular Position(s) 2015-2016 School Year

It is recommended that the name(s) listed below of extra-curricular positions be appointed as noted for the 2015-2016 school year:

#	Name	Position	Stipend
1	Todd Rushatz	Asst Middle School Soccer Coach	Volunteer

14. CURRICULUM**A. Final Approval of Textbooks for 2015-2016 School Year**

Administration requests preliminary approval of the following textbooks for the 2015-2016 school year as follows:

11th-12th Grade Astronomy

Title: *Astronomy Today*, 8th Edition

Author: E. Chaisson & S. McMillan, 2014

Publisher: Pearson

15. BOARD APPROVALS**A. Acceptance of Resignation of Joseph T. Kovacs from the Elected Position of School Board Director, Catasauqua Area School District, Effective Immediately, and Declare this Position Vacant for Failure to Qualify****B. Approval of Service Contract for District Copiers**

Administration recommends approval of contract with Edwards Business Systems for districtwide copiers at a monthly cost of \$297.65. Effective October 1, 2015 through September 30, 2016.

C. The Approval of Plan Con K, G.O. Bonds, Series of 2015**D. Approval of Contract With PenTeleData Limited Partnership I for Telecommunication Services in Accordance with Federal E-Rate Regulations**

In accordance with Federal E-Rate regulations, administration recommends approval of this contract to provide telecommunication services district wide effective July 1, 2016 to June 30, 2021.

E. Authorization to Bid the Sheckler Elementary/Catasauqua High School Infrastructure Project

Administration requests Board authorization to publicly bid the purchase and installation to upgrade the Catasauqua Sheckler Elementary/Catasauqua High School Communication Infrastructure. An 80% E-rate discount is anticipated and contingent on receipt of E-rate discount.

Items 7A, 7B, 8, 9, 10, 11, 12A, 12C, 13A, 13B, 13C, 13D, 13E, 13F, 13G, 13H, 14A, 15A, 15B, 15C, 15D, and 15E, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: R. Nace

AYE: C. Nace, R. Nace, Deitrich, Berrigan, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

16. OLD BUSINESS

17. NEW BUSINESS

The following items were considered for Board action.

A. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: PROGRAMS

Policy #: #114

Title: Gifted Education

B. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: STUDENTS

Policy #: #207

Title: Student Records Maintenance

C. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: STUDENTS

Policy #: #207.1

Title: Student Records

D. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: PUPILS

Policy #: #216

Title: Student Records for Exceptional Students

E. Approval of Policy – First Reading

Approval is requested for the first reading of the following policy:

Section: PUPILS

Policy #: #252

Title: Youth Suicide Awareness and Prevention

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: R. Nace

AYE: C. Nace, R. Nace, Deitrich, Berrigan, Cunningham

NAY: 0

Five Ayes, Zero Nays, Motion carried

18. COMMENDATIONS

19. INFORMATION ITEMS

20. CORRESPONDENCE

Items 16, 18, 19, and 20 were combined by Board request

David Ascani-Algebra Keystone Retests are occurring this week. Spring activities are beginning now.

Lois Reed-Provided an update on the faulty water billing issue with the Catasauqua Borough Water Authority. Charter School expenses are increasing dramatically.

Kathleen Kotran-Community Education Courses will begin in Mid-March.

William Gasper-Three new busses have arrived.

Melissa Inselmann-The Spelling Bee was held today. Thank you to everyone involved.

Congratulations to Olivia Becker for First Place and John Dries for Runner Up.

Christine Nace-Be cautious on the roads.

Duane Deitrich-A thank you to Administrators for their work on both the Career Planning Guide and the Bond Refinance.

Christina Lutz-Doemling-A thank you to Dawn Fisher for preparing for the Gifted Audit. Also, thank you to Margie DeMarchi for her WIDA Testing program.

21. RECOGNITION OF GUESTS & VISITORS

Mr. Keith Ashner-Lehigh Little League, requested the distribution of a flyer promoting their organization. The Board responded that the Superintendent will review and communicate a decision.

22. NEXT MEETING DATE

A. Tuesday, February 9, 2016 7:00 P.M. School Board Meeting

23. ADJOURNMENT

MOTION BY: Deitrich

SECONDED BY: Cunningham

Motion carried

Time Adjourned: 8:41P.M.

Respectfully submitted,

Duane Deitrich
Secretary