

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, August 4, 2015
7:00 P.M. – District Administration Office

1. CALL TO ORDER **President, Penny Hahn**
President Penny Hahn Called the Meeting to Order at 7:04 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	X	Dave Knerr	X
Donald Panto	X	Christina Lutz-Doemling	
Duane Deitrich	X	Lois Reed	X
Mary Alice Hartranft		Kathleen Kotran	
Carol McCarthy	X	Wayne Karess	X
Dawn Berrigan	X	William Gasper	X
Christine Nace	X	David Ascani	
VACANT		Jean Susko	X
		Melissa Inselmann	X
		Bryan Klass	
Student Representatives		Eric Dauberman	X
Amber Labezius	X	Ronald DeMaio	
Joselyne Mera	X	Thomas Moll	

X = Present

Visitors: See List inserted in Permanent Minute Book

4. NOTICE OF EXECUTIVE SESSIONS

A. An Executive Session for Legal and Personnel Reasons Will be Held Before the Meeting at 6:00 P.M.
Executive Session was held from 6:00 P.M. until 7:00 P.M.

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

- *Dr. Craig Haytmanek – Introduced the new MAC’s CEO, Jose Rosado, who shared his background and plan with the Board*
- *Angela Renzo, Pennsylvania Avenue, Catasauqua, PA – Requested her 4 year old daughter be admitted to our Kindergarten program. The Board emphasized policy does not allow this to occur.*

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education

- Student Handbooks
Principals provided an overview of suggested changes

- CHS Astronomy Planned Course of Study
None

B. Building and Grounds

Current projects: Storm recovery, stadium concession stand, CHS lighting, building cleaning, parking lot striping, bus inspection, summer workers.

C. Borough of Catasauqua – Christine Nace

None

D. Borough of North Catasauqua – Duane Deitrich

None

E. Hanover Township –

None

F. PSBA Liaison Update – Duane Deitrich

2015-2016 Budget update, PSSA realignment, and Keystone Assessment suspension are items of priority to PSBA at this time.

G. Lehigh Career & Technical Institute – Dawn Berrigan

LCTI's Student-built house is now listed with a realtor.

*Penny Hahn - Provided an IU update: Mr. Raymond "Jack" Follweiler, long time CLIU Board member passed away on July 11, 2015. A new Project SEARCH Video was shared. The CLIU Golf Tournament raised \$20,000. The CLIU Board Meeting start time has been changed to 6:45 P.M.
Wayne Karess – Provided a PowerPoint overview of summer activities*

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on June 15, 2015 (attachment)

8. RATIFICATION OF TREASURER'S REPORT FOR JUNE 2015 (attachment)

9. APPROVAL OF TREASURER'S REPORT FOR JULY 2015 (attachment)

10. RATIFICATION OF BUDGET TRANSFERS JUNE 2015 (attachment)

11. APPROVAL OF BUDGET TRANSFERS JULY 2015 (attachment)

12. RATIFICATION FOR PAYMENT OF ALL A/P BILLS JULY 2015 (attachment)

13. APPROVAL FOR PAYMENT OF ALL A/P BILLS AUGUST 2015 (attachment)

14. APPROVAL TO RATIFY ALL MANUAL BILLS JUNE 2015 (attachment)

15. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JULY 2015 (attachment)

16. FINANCIAL**A. Charge 2015-2016 Tax Duplicates/Approve Bonds**

The tax duplicates listed below for the 2015-2016 fiscal year to be charged to the tax collectors of the Catasauqua Area School District. The tax collectors have furnished proper bonds as reviewed by the Business Office (Public School code 682, 684).

Municipality	Real Estate	Interim	Bonds
Catasauqua	\$4,978,809.49	\$760.72	USI Mid-Atlantic Inc.
North Catasauqua	\$2,681,931.84	\$1,568.10	Erie Insurance Company
Hanover	\$8,034,108.26	-0-	

17. PERSONNEL**A. Nomination for Appointment**

1. Name: **Joshua Inman**
 Status/Assignment: Catasauqua High School Math
 Salary: TBD
 Step/Credits/Year: BS/Step 1
 Benefits: As per Collective Bargaining Agreement
 Effective: August 13, 2015
2. Name: **Andrew Oswald**
 Status/Assignment: Catasauqua High School Biology
 Salary: TBD
 Step/Credits/Year: BS/Step 2
 Benefits: As per Collective Bargaining Agreement
 Effective: August 13, 2015
3. Name: **Erin Rapp**
 From: Furlough/Call Back List
 To: Elementary Teacher
 Assignment: Sheckler Elementary
 Effective: August 24, 2015
 Rate of Pay/Benefits: As per Collective Bargaining Agreement

B. Nomination for Re-Appointment

1. Lori Rice
 Status: Cafeteria Lunchroom Monitor
 Assignment: Sheckler Elementary School
 Rate of Pay: \$7.25/hour for the 2015-2016 school year
 Effective: August 31, 2015

C. Nomination for Re-Appointment 2015-2016 (NON-CERTIFIED INSTRUCTIONAL AIDES)

Administration recommends the re-appointment of the following individuals as Non-Certified Instructional Aides to perform the duties of the identified assignment:

1. **Lisa Casciotti**
 Status: Non-Certified Instructional Aide
 Special Education - Learning Support
 Assignment: Catasauqua Middle School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
2. **Sarah Forstoffer**
 Status: Non-Certified Instructional Aide
 Special Education – Learning Support
 Assignment: Catasauqua Middle School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
3. **Cherie Gebhardt**
 Status: Non-Certified Instructional Aide
 Special Education – One on One Life Skills
 Assignment: Catasauqua Middle School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
4. **Joann Heffner**
 Status: Non-Certified Instructional Aide
 Special Education – Learning Support
 Assignment: Catasauqua Middle School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
5. **Joan Korp**
 Status: Non-Certified Instructional Aide
 Special Education – Life Skills
 Assignment: Catasauqua Middle School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
6. **Susan Lesko**
 Status: Non-Certified Instructional Aide
 Special Education – Emotional Support
 Assignment: Catasauqua High School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016

7. **Lois Morrissey**
 Status: Non-Certified Instructional Aide
 Special Education – One on One
 Assignment: Sheckler Elementary School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
8. **Suzanne Moser**
 Status: Non-Certified Instructional Aide
 Special Education – One-on-One
 Assignment: Catasauqua High School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
9. **Claire Murawski**
 Status: Non-Certified Instructional Aide
 Special Education – One-on-One
 Assignment: Sheckler Elementary School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
10. **Gwen Mutarelli**
 Status: Non-Certified Instructional Aide
 Special Education – One-on-One
 Assignment: Sheckler Elementary School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
11. **Laurie Nebbia**
 Status: Non-Certified Instructional Aide
 Special Education – One-on-One
 Assignment: Sheckler Elementary School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016
12. **Tanya Saruba**
 Status: Non-Certified Instructional Aide
 Special Education – Emotional Support
 Assignment: Catasauqua Middle School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016

13. Linda Sherlock

Status: Non-Certified Instructional Aide
 Special Education – One-on-One
 Assignment: High School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016

14. Jessica Suhaka

Status: Non-Certified Instructional Aide
 Special Education – Life Skills and Work Experience
 Assignment: Catasauqua High School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016

15. Jacqueline Yanek

Status: Non-Certified Instructional Aide
 Special Education – Life Skills and Work Experience
 Assignment: Catasauqua High School
 Rate of Pay: \$110.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016

D. Nomination for Re-Appointment 2015-2016 (CERTIFIED INSTRUCTIONAL AIDES)

Administration recommends the re-appointment of the following individuals as Certified Instructional Aides to perform the duties of the identified assignment:

1. Terri Lubenesky

Status: Certified Instructional Aide
 Special Education – One-on-One
 Assignment: Sheckler Elementary School
 Rate of Pay: \$150.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016

2. Colleen Whitsett

Status: Certified Instructional Aide
 Special Education – One-on-One
 Assignment: Sheckler Elementary School
 Rate of Pay: \$150.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016

3. Brett Zieber

Status: Certified Instructional Aide
 Special Education – Emotional Support
 Assignment: Middle School
 Rate of Pay: \$150.00/day
 Benefits: As per agreement
 Effective: August 24, 2015 – June 10, 2016

Items 7A, 8, 9, 10, 11, 12, 13, 14, 15, 16A, 17A, 17B, 17C, and 17D were combined by Board request

ROLL CALL VOTE

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

E. Appointment of Extra-Curricular Positions – 2015-2016 School Year

It is recommended that the name listed below of Extra-Curricular position be appointed as noted for the 2015-2016 school year:

	Name	Position	Stipend
1	Abby Cunningham	Head Girls Volleyball Coach	\$4,000.00

ROLL CALL VOTE

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

F. Appointment of Extra-Curricular Positions – 2015-2016 School Year

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

#	Name	Position	Stipend
1	Amanda Strohl	Assistant Cheerleading Coach	Volunteer
2	Meghan Burke	Assistant Cheerleading Coach	Volunteer
3	Ashley Berger *	Assistant Cheerleading Coach	\$1,000.00
4	Mark Bartholomew	Assistant Football Coach	Volunteer
5	Brian Monahan *	Assistant Football Coach	Volunteer
6	Keith Reiss *	Assistant Football Coach	Volunteer
7	Eric Landis *	Assistant Football Coach	Volunteer
8	Brandon Lesko *	Assistant Football Coach	\$4,633.00

9	Susan Arndt	Assistant Girls Volleyball Coach	Volunteer
10	Mary Anderson *	Assistant Girls Volleyball Coach	\$2,000.00
11	Robert Arnold	Marching Band Director	\$4,500.00
12	John Lucas	Assistant Marching Band Director	\$1,733.00
13	Amanda Graser	Assistant Marching Band Director	\$1,733.00
14	James D'Annibale	Assistant Marching Band Director	\$1,734.00
15	Dawn Fisher	High School Green Team Advisor	\$515.00
16	James Schaffer	High School Audio Visual Coordinator	\$1,691.00
17	James Schaffer	High School Brown and White Co-Advisor	\$1,672.50
18	Brenda McGuire	High School Drama Director	\$4,051.00
19	Kerry McGuire	High School Assistant Drama Dir (shared)	\$1,000.00
20	Jonathan Kiefer	Middle School Audio Visual Co-Advisor	\$563.67
21	Jonathan Kiefer	Middle School Student Store	\$761.00
22	Jonathan Kiefer	Middle School Book Fair Advisor	\$126.00
23	Jonathan Kiefer	Middle School Newsletter Co-Advisor	\$251.00
24	Lisa Roth	Middle School Newsletter Co-Advisor	\$251.00
25	Marie Hallquist	Middle School Student Forum Co-Advisor	\$380.50
26	Sharon Seritsky	Middle School Activities Coordinator	\$911.00
27	Joshua Yoo *	Assistant Boys Soccer Coach	\$2,671.00
28	Nancy Broadbent *	Rehearsal Pianist	\$1,000.00

* Pending Receipt of Clearances

G. Letters of Resignation

- Name: David Gusick
 Status: Bus Driver
 Assignment: Transportation
 Reason: Personal
 Effective: July 13, 2015
- Name: Kristine Mullin
 Status: Cafeteria Worker
 Assignment: Catasauqua High School
 Reason: Personal
 Effective: July 16, 2015

H. Approval for Days Without Pay

- Name: Raymond Blount
 Reason: Personal
 Effective: June 16, 2015 1 day
 June 30, 2015 ½ day

I. Substitutes

The following applicants have requested to be added to the Substitute Employment List for the 2015-2016 School Year as follows:

Name	Assignment
Kristine Mullin	Non-Certified Instructional Aide Substitute
Kristine Mullin	Cafeteria Substitute
Jane Spieker	Non-Certified Instructional Aide Substitute
Diane Muffley	Cafeteria Substitute
Regina Dolon	Cafeteria Substitute
Regina Dolon	Non-Certified Instructional Aide Substitute

J. Re-Approval of the Following Substitute Teachers for the 2015-2016 School Year:

The attached list of current Substitutes have requested to be re-approved for the 2015-2016 Substitute Employment List, pending receipt of their required clearances (**attachment**)

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

Name	Reason
Jennifer Carfara	Other Employment
Michelle Hock	Other Employment

L. Approval of 2015-2016 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 (**attachment**).

M. Request Professional Leave of Absence (Health Sabbatical), Effective the First Half of the 2015-2016 School Year for Employee #642.

The Superintendent recommends the approval of this request as submitted by the indicated employee, who has met all requirements set forth in the collective bargaining agreement.

18. CURRICULUM

A. Approval of Planned Course of Study

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

Astronomy – Catasauqua High School

19. BOARD APPROVALS

A. Appointment of Student Representatives (2) to the Board of School Directors for the 2015-2016 School Year

Approval is requested to appoint the following as the two (2) Student Representatives to the Board of School Directors of the Catasauqua Area School District as a result of application and subsequent review by the Catasauqua High School Administration

**Amber Labezius
Joselyne R. Mera**

Alternate – Samuel Safadi

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 2015-2016 school year.

**Noelle Nalbandian
Brandon McNamara-Bittner**

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 2015-2016 school year.

**Shawn Newhart
Sarah Suydam**

D. Approval of Medical Academy Food Service Contract

Superintendent requests for approval of the Medical Academy Charter School Food Service contract for the 2015-2016 school year as per (attachment).

E. Review of 2014 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 2014 or 2013 in accordance with board resolution of May 23, 2006 (attachment).

F. Authorization for Administration to Enter Into an Agreement for a Tax Revenue Anticipation Note, if Deemed Necessary, Based on the Best Available Rate, with Post Ratification.

G. Approval of Apple Care Protection Plan for Mac Pro

Administration recommends approval of this agreement with Apple Incorporated in the amount of \$199.00 for a period of two years beyond the initial first year of coverage to commence 7-1-2015 and expire on 6-30-2018.

H. Approval of Proposal With Cowan Associates, Inc.

Superintendent recommends approval of attached agreement in the amount of \$3,000.00. Cowan Associates will prepare a Lot Consolidation Plan of the parcels that make up the boundary of the Sheckler Elementary School (attachment).

I. Approval of Letter of Agreement for Title I Services With Colonial Intermediate Unit #20

Administration recommends approval of the attached agreement, complying with all Title I statutory and regulatory requirements (attachment).

J. Authorization to Dispose of the Catasauqua Area School District Vehicle 1995 International Bus VIN # 1HVBBAAP3SH202009 by Internet Auction Conducted by Mathies & Sons, Inc., 422 Sales, 190 Fisher Rd. Slippery Rock, PA 16057, Subject to a Minimum Price of \$800.00

K. Authorization for Disposal of District Equipment

Administration requests authorization for disposal of Network Switches, models WS-C3560G-24TS-S V06 in the amount of \$200.00 to Summit Information Resources, 2935 Waters Rd. Suite 200, Eagan, MN 55121

L. Approval of Sheckler Elementary School Student Handbook 2015-2016 School Year

Request is made for board approval of the Sheckler Elementary School Student Handbook for the 2015-2016 school year as presented (**attachment**)

M. Approval of Catasauqua Middle School Student Guidelines 2015-2016 School Year

Request is made for board approval of the Catasauqua Middle School Student Guidelines for the 2015-2016 school year as presented (**attachment 1- Changes**) (**attachment 2 – Complete**)

N. Approval of Revisions to the Catasauqua High School Student Handbook 2015-2016 School Year

Request is made for board approval of the Catasauqua High School Student Handbook revisions. (**attachment**)

O. Approval of Additional Revised Van/Bus Stops 2014-2015 School Year.

Approval is requested for 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 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

Added Summer 2015 Extended School Year:

Catasauqua Middle School
Alley @ Gentle Care Care- Pearl Street
253 Edward Lane
611 S 14th Street
14th & Bridge Ct
4th & Chapel Streets
Front & Church Streets
Whitehall HS
Camp Fowler
LLAS

P. Approval of Van/Bus Stops 2015-2016 School Year.

Approval of Van/Bus Stops for the 2015-2016 School Year. 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 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**).

Items 17F, 17G, 17H, 17I, 17J, 17K, 17L, 17M, 18A, 19A, 19B, 19C, 19D, 19E, 19F, 19G, 19H, 19I, 19J, 19K, 19L, 19M, 19N, 19O, and 19P were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich

SECONDED BY: Cunningham

AYE: Cunningham, Panto, Nace, Deitrich, Hahn, Berrigan, McCarthy

NAY: 0

Seven Ayes, Zero Nays, Motion carried

20. OLD BUSINESS

21. NEW BUSINESS

22. COMMENDATIONS

23. INFORMATION ITEMS

24. CORRESPONDENCE

Items 20, 21, 22, 23, and 24 were combined by Board request

Duane Deitrich – Announced he is in receipt of a PSBA request to appoint up to two delegates for PSBA. Discussion occurred and resulted in no interest from the Board Members

Jean Susko – Introduced Joshua Inman, the newly appointed CHS Mathematics teacher.

Penny Hahn – Expressed her interest in discussing school uniforms during the September 1, 2015 Board Meeting.

25. RECOGNITION OF GUESTS & VISITORS

26. NEXT MEETING DATES

- | | | |
|-------------------------------|-----------|----------------------|
| A. Tuesday, September 1, 2015 | 7:00 P.M. | School Board Meeting |
| B. Tuesday, September 8, 2015 | 7:00 P.M. | School Board Meeting |

27. ADJOURNMENT

MOTION BY: Cunningham

SECONDED BY: Deitrich

Motion carried

Time Adjourned: 8:08 P.M.

Respectfully submitted,

Duane Deitrich
Secretary