

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, May 8, 2018
7:00 P.M. – District Administration Office

1. **CALL TO ORDER** **President, Carol Cunningham**
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	
Carol Cunningham	X	Robert J. Spengler	X
Duane Deitrich	X	Dave Knerr	X
Jason Bashaw		Christina Lutz-Doemling	X
Dale Hein	X	Lois Reed	X
Christine Nace	X	Kathleen Kotran	X
Rodney L. Nace	X	Wayne Karess	
Donald Panto	X	David Ascani	
Stephen M. Becker		Melissa Inselmann	X
TBD		Eric Dauberman	
		Bryan Klass	
Student Representatives		Adam Schnug	X
Hannah Matchette		Thomas Moll	
Maria Rosario	X		

4. **ELECTION OF BOARD TREASURER**

Call for nominations for Treasurer –one-year-term – effective July 1, 2018 to June 30, 2019

Nominations:

Donald Panto Nominated by Carol Cunningham

Nominations Closed:

Ballot for Treasurer

Donald Panto

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Deitrich

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

NAY: 0

Abstention by Panto

Five Ayes, Zero Nays, Motion carried

** At this point a motion was made to approve the Resolution Appointing Assistant Secretary*

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: C. Nace

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

NAY: 0

Abstention by Hein

Five Ayes, Zero Nays, Motion carried

5. NOTICE OF EXECUTIVE SESSION

- A. An Executive Session for Legal and Personnel Reasons Will be Held Before the Meeting at 6:00 P.M

** At this point a motion was made to act on Item 15D “Student Custodian Summer Employment – Summer of 2018” and summer student, Jordan Nonemaker, was present and recognized at the Board Meeting.*

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: R. Nace

AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace

NAY: 0

Six Ayes, Zero Nays, Motion carried

6. PRESENTATION/AUDIENCE INPUT ON AGENDA

- A. Interview of Board of School Director Candidates
Mr. Spengler introduced each candidate, provided an overview of the process, and managed the interview process. Board Members then began the nomination process. Items 7A and 7B were acted upon at this time..
- B. Bond and Debt Restructuring-PFM
Brad Remig provided an overview of the proposed Note Sale. Item 14A was acted upon at this time.

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Hein

AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak

NAY: 0

Seven Ayes, Zero Nays, Motion carried

7. ELECTION OF NEW BOARD MEMBERS TO FILL VACANCY

A. Nominations are requested to elect new member of the Board of School Directors to fill the vacancies created by the resignation of Penny Hahn for a term from May 8, 2018 to December 2019.

Nominations:

- a. *Lauren Cieslak* Nominated by Carol Cunningham
- b. *Mike Henning* Nominated by Carol Cunningham
- c. *William Nothstein* Nominated by Carol Cunningham

Nominations Closed:

ROLL CALL VOTES OCCURRED BY BOARD MEMBERS VOTING FOR NOMINEE:

Carol Cunningham	Donald Panto	Duane Deitrich	Dale Hein	Christine Nace	Rodney Nace
Lauren Cieslak	Mike Henning	Lauren Cieslak	Lauren Cieslak	Lauren Cieslak	Lauren Cieslak

Lauren Cieslak Received 5 Votes and Mike Henning Received 1 Vote and William Nothstein Received 0 Votes.

Lauren Cieslak Appointed

The Oath of Office was given to the individual listed below by Notary Public, Lois Reed.

B. OATH OF OFFICE FOR NEWLY APPOINTED BOARD OF SCHOOL DIRECTOR

I, Lauren Cieslak, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

8. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Christina Lutz-Doemling
Christina Lutz-Doemling mentioned the Techbook approval is on tonight’s agenda for final approval. She also provided an overview of upcoming professional development activities and grant initiatives. Also, school improvement plan updates were provided during the Academics Committee Meetings last week.

B. Finance – Robert J. Spengler

Mr. Spengler indicated the proposed 2018-2019 Budget is on the agenda for consideration.

** At this point a motion was made to act on Item 14B “Approval of Catasauqua Area School District Final Budget 2018-2019 (Proposed)”.*

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: C. Nace

AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak

NAY: 0

Seven Ayes, Zero Nays, Motion carried

C. Building & Grounds – Robert J. Spengler

Mr. Spengler provided an overview of the items discussed during the May 2nd. Buildings and Grounds Committee Meeting.

D. Policy – David Knerr - *None*

E. Athletics-Thomas Moll - *None*

F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich

Support Staff negotiations continue to progress. Ballots for election of CLIU Board Members should be completed and returned to Mr. Spengler.

G. Borough of Catasauqua – Dale Hein

The district fuel tank was an item of discussion at a recent council meeting. A copy of the Brown and White newspaper was provided to the Mayor Schlegel, and she expressed her gratitude.

H. Borough of North Catasauqua – Jason Bashaw - *None*

I. Hanover Township – Lois Reed - *None*

J. PSBA Liaison Update – Carol Cunningham - *None*

K. Lehigh Career & Technical Institute Update – Carol Cunningham

Various LCTI student award winners were announced. Congratulations on your accomplishments.

L. Student Representatives – Hannah Matchette & Maria Rosario

Maria Rosario mentioned that many end of year activities are occurring.

9. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on April 10, 2018

10. APPROVAL OF TREASURER’S REPORT FOR APRIL 2018

11. APPROVAL OF BUDGET TRANSFERS APRIL 2018

12. APPROVAL FOR PAYMENT OF ALL A/P BILLS APRIL 2018 WITH THE EXCEPTION OF:

- CHECK # 14929 - \$6,154.24 (Catasauqua Borough-gen. fund, fuel)**
- CHECK # 14928 - \$6,594.33 (Catasauqua Borough-gen. fund, crossing guards)**
- CHECK # 2838 - \$36.30 (Catasauqua Borough-café fund, fuel)**

Items 9, 10, 11 and 12, were combined by Board request

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: C. Nace
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak
NAY: 0
Seven Ayes, Zero Nays, Motion carried

12.1 APPROVAL FOR PAYMENT OF CHECK # 14929 - \$6,154.24 & #14928- \$6,594.33 (Catasauqua Borough- general fund fuel and crossing guards), and CHECK # 2838- \$36.30 (Catasauqua Borough-Café fund fuel)

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: C. Nace
AYE: Cunningham, R. Nace, C. Nace, Deitrich, Panto, Cieslak
NAY: 0
Abstention Hein
Six Ayes, Zero Nays, Motion carried

13. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P APRIL 2018

14. FINANCIAL

A. Approval of Resolution Authorizing the Issuance of Notes in the Aggregate Amount of up to Ten Million Dollars (\$10,000,000)

** This item was acted upon after item 6B*

B. Approval of Catasauqua Area School District Final Budget 2018-2019 (Proposed)

The Board hereby adopts the attached draft budget as the proposed final budget for fiscal year 2018-2019, prepared by the Board of School directors in accordance with Section 687 of the Public School Code and in the form prescribed by the Pennsylvania Department of Education. The President of the Board is authorized and directed to make the certification to the Department of Education required by Section 687 (a)(1) of the Public School code. The Board may adopt the final budget for fiscal year 2018-2019 and the necessary appropriations measures to put it into effect no less than thirty (30) days hereafter, after making such revisions and changes to the proposed final budget as appear advisable, if any. The Board currently intends to adopt the final budget on Tuesday, June 12, 2018. As soon as practicable, and in no event

less than twenty (20) days before adoption of the final budget, the School District shall print the proposed final budget (on the uniform form required by the Department of Education) or otherwise make it available for public inspection to all persons, and shall make it available for duplication to any person, on request. Public notice of the proposed final budget shall be given as soon as practicable, and in no event less than ten (10) days before adoption of the final budget. The proposed final budget estimates General Fund expenditures of \$31,493,649 for fiscal year 2018-2019, and balances anticipated revenues and expenditures with an anticipated real estate tax rate of 18.9656 mills in Lehigh County and 58.9431 mills in Northampton County.

** This item was acted upon after item 8B*

15. PERSONNEL

A. Nomination for Appointment

1. Name: Megan Murphy*
- Status: Teacher
- Assignment: Sheckler Elementary School
- Rate of Pay: As Per Collective Bargaining Agreement
- Benefits: As Per Collective Bargaining Agreement
- Effective: August 16, 2018

B. Change in Employment Status

1. Kirsten DeMatto
 - Previous Status: Guidance Intern
 - Current Status: Guidance Counselor
 - Assignment: Sheckler Elementary School
 - Salary: As per Collective Bargaining Agreement
 - Benefits: As per Collective Bargaining Agreement
 - Effective: August 16, 2018
2. Erin Stamitis
 - Previous Status: Substitute Teacher
 - Current Status: Certified Instructional Aide - Kindergarten
 - Assignment: Sheckler Elementary School
 - Salary: As per Collective Bargaining Agreement
 - Benefits: N/A
 - Effective: August 20, 2018

Items 13, 15A, and 15B, were combined by Board request

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: Hein
 AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak
 NAY: 0
 Seven Ayes, Zero Nays, Motion carried*

C. Approval for Days Without Pay

1. Name: Cynthia Bass
Reason: Personal
Effective: April 20, 2018 Half Day
2. Name: Jessica Suhaka
Reason: Personal
Effective: April 30 - May 11, 2018 Full Days
3. Name: Janice Kovacs
Reason: Personal
Effective: April 27, 2018 Full Day
April 27-30, 2018 Full Days

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Deitrich
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak
NAY: 0
Seven Ayes, Zero Nays, Motion carried

D. Student Custodian Summer Employment – Summer of 2018

Recommendation to hire the following for districtwide summer employment:

Name	Start/End Time	Pay Rate	Effective
Hunter Miller *	7:00 - 12:00	\$7.25/hour	June 18, 2018
Christopher Contreras *	7:00 - 12:00	\$7.25/hour	June 18, 2018
Trista Graser-Jewell *	7:00 - 12:00	\$7.25/hour	June 18, 2018
Jordan Nonemaker *	7:00 - 12:00	\$7.25/hour	June 18, 2018

** This item was acted upon after item 5A*

E. Appointment of Extra-Curricular Positions – 2018-2019 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2018-2019 school year:

#	Name	Position	Stipend
1	Travis Brett	Asst. Football	\$4,633.00
2	Mark Bartholomew	Asst. Football	Volunteer
3	Brian Monahan	Asst. Football	Volunteer
4	Donald Panto	Asst. Football	Volunteer
5	Kyle Rusnock	Head Cross Country	\$3,510.00
6	David Burkner	Asst. Cross Country	\$1,889.00
7	Joshua Inman	Head Boys Soccer	\$5,399.00
8	Jamal Arnaut	Asst. Boys Soccer	\$2,671.00
9	Thomas Inman Sr.	Asst. Boys Soccer	Volunteer
10	Danielle Heller	Head Girls Volleyball	\$4,000.00
11	Abigail Hawk	Asst. Girls Volleyball	\$2,000.00

12	Emily Marley	Head Field Hockey	\$5399.00**
13	Mikeshia Calhoun	Head Cheerleading	\$2,000.00
14	Nichole Treiber	Asst. Cheerleading	\$1,000.00
15	Robert Arnold	Marching Band Director	\$4,500.00
16	John Lucas	Asst. Marching Band Director	\$1,734.00
17	James D'Annibale	Asst. Marching Band Director	\$1,733.00
18	Robert Arnold	Pep Band Director	\$600.00
19	Joseph Russo	Head Wrestling	\$7065.00*
20	Jonathan Reed	Asst. Wrestling	\$3,500.00
21	Michael Rusnock	Asst. Wrestling	\$3,250.00
22	Joseph Stofko	Asst. Wrestling	\$1,384.00
23	Vincent Pellechia	Asst. Wrestling	Volunteer
24	Eric Snyder	Head Boys Basketball	\$7,065.00
25	Thomas Falzone	Asst. Boys Basketball	\$4,067.00
26	Jared Case	Asst. Boys Basketball	\$2,567.00
27	Brett Zieber	Asst. Boys Basketball	\$500.00
28	Dominic Bellucci	Asst. Boys Basketball	Volunteer
29	James Snyder	Asst. Boys Basketball	\$500.00
30	Scott Case	Asst. Boys Basketball	Volunteer
31	Anthony Bellucci	Asst. Boys Basketball	Volunteer
32	Mark Seremula	Head Girls Basketball	\$7,065.00
33	Michael McClarin	Weight Room Monitor – Summer	\$600.00**
34	Joseph Stofko	Weight Room Monitor – Winter	\$600.00
35	Joseph Stofko	Weight Room Monitor – Spring	\$600.00
36	Joseph Stofko	Weight Room Monitor – Fall	\$600.00
37	Joseph Stofko	Weight Room Monitor – Summer	Volunteer
38	Robert Arnold	Honor Band Director	\$932.00
39	Robert Arnold	High School Vocal Director	\$2,643.00
40	Robert Arnold	High School Music Drama Director	\$1,197.00
41	Robert Arnold	High School Audio Visual Coord.	\$1,794.00

*pending receipt of employment clearances

**pending receipt of employment paperwork

The motion made by Mr. Dale Hein included the removal of Items 15E- 19 through 31

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: R. Nace

AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak

NAY: 0

Seven Ayes, Zero Nays, Motion carried

F. Approval of a Salary Freeze for Certain Support Staff Individuals and Groups

Discussions have taken place with various employees and groups of employees to assist the School District through next year's considerable financial challenges, and, to date, the following have conditionally offered to incur a salary freeze next year such that their salaries for the 2018-2019 fiscal year are the same as their salaries for the 2017-2018 fiscal year, reflected in items 15 I through 15 M. Accordingly, the Board of School Directors approves, with gratitude, such a salary freeze for the following individuals/groups:

- Mrs. Mindy Redline, Human Resources Specialist
- Mr. David Cressman, Transportation Supervisor
- Maintenance and Custodial Staff Included in Teamster's CBA
- Food Service Staff
- Transportation Staff
- Support and Clerical Staff

G. Approval of Act 93 Agreement Effective 2018-2019

Superintendent recommends approval of a one year Act 93 Agreement reflecting a salary freeze and all other terms and conditions remain.

H. Approval of Teamster's CBA Effective July 1, 2018-June 30, 2023

Superintendent recommends approval of a five year Teamster's Collective Bargaining Agreement (CBA) reflecting a salary freeze during the first year and all other terms and conditions remain.

Items 15F, 15G, and 15H, were combined by Board request

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Deitrich

AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak

NAY: 0

Seven Ayes, Zero Nays, Motion carried

I. Approval of 2018-2019 Secretary/Clerk Salaries

Superintendent requests approval of 2018-2019 salaries for Secretarial and Clerk positions, effective July 1, 2018, in form presented to the Board of School Directors, reflecting no salary increase for 2018-2019.

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: C. Nace

AYE: Cunningham, R. Nace, C. Nace, Deitrich, Hein, Cieslak

NAY: 0

***Abstention** Panto*

Six Ayes, Zero Nays, Motion carried

J. Approval of 2018-2019 Food Service Salaries

Superintendent requests approval of 2018-2019 salaries for Food Service positions, effective July 1, 2018, in form presented to the Board of School Directors, reflecting no salary increase for 2018-2019.

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: C. Nace

AYE: Cunningham, R. Nace, C. Nace, Panto, Hein, Cieslak

NAY: 0

Abstention Deitrich

Six Ayes, Zero Nays, Motion carried

K. Approval of 2018-2019 Transportation Salaries

Superintendent requests approval of 2018-2019 salaries for Transportation positions, effective July 1, 2018, in form presented to the Board of School Directors, reflecting no salary increase for 2018-2019.

L. Approval of 2018-2019 Custodian and Maintenance Salaries

Superintendent requests approval of 2018-2019 salaries for Custodial and Maintenance positions, effective July 1, 2018, in form presented to the Board of School Directors, reflecting no salary increase for 2018-2019.

M. Approval of 2018-2019 Administration Salaries

Superintendent requests approval of 2018-2019 salaries for Administration positions, effective July 1, 2018, in form presented to the Board of School Directors, reflecting no salary increase for 2018-2019.

Items 15K, 15L, and 15M, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: C. Nace

AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak

NAY: 0

Seven Ayes, Zero Nays, Motion carried

16. CURRICULUM

A. Final Approval of Techbooks for 2018-2019 School Year

Administration requests final approval of the following textbooks for the 2018-2019 school year as follows:

Discovery Education Math Techbook (2017) Grade 7

Discovery Education Math Techbook (2017) Grade 8

Discovery Education Math Techbook (2017) Algebra I

Discovery Education Math Techbook (2017) Algebra II

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: C. Nace

AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak

NAY: 0

Seven Ayes, Zero Nays, Motion carried

17. BOARD APPROVALS

A. Approval of Tank Lease Agreement with Lehigh Fuels, LLC

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Deitrich

AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak

NAY: 0

Seven Ayes, Zero Nays, Motion carried

B. Approval of Facilities Plan Committee Report of the Carbon-Lehigh Intermediate Unit #21

Request approval of the 2018-2019 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit Facilities Plan Committee on March 19, 2018. In addition, the board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining the future location of the CLIU and school district special education classes.

C. Approval of the Following Student Activity Account: Catasauqua Community Cares Program/C3P

D. Grant Applications: 2018-2019 School Year

Approval is needed to apply for all Federal Programs, all Vocational Programs, and any State or Federal Competitive Grants or Programs for the school year 2018-2019 as listed:

**All Vocational Programs
Any State or Federal Competitive or Non Competitive Programs, or Grants
Applicable to the School District Program**

E. Approval of YMCA Use of School Buses for Summer Camp Field Trips

Approval is requested to allow the Suburban North YMCA to use two school buses and drivers (paid by YMCA) for YMCA Summer 2018 Camp Field Trips, in exchange for high school and middle school athletes to utilize YMCA fitness rooms and gymnasium facility during the months of June, July and August, as in prior years. The YMCA will incur all driver and fuel expenses.

F. Approval of Additional Revised Van/Bus Stops – 2017-2018 School Year

Approval is requested of the revised Van/Bus Stops for the 2017-2018 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 will be made available at all times. Additionally, changes are stored within the transportation software management system.

1951 Pennsylvania Ave
Behavioral Health Associates, Weissport

Items 17B, 17C, 17D, 17E, and 17F, were combined by Board request

ROLL CALL VOTE

*MOTION BY: Deitrich SECONDED BY: C. Nace
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, C. Nace, Cieslak
NAY: 0
Seven Ayes, Zero Nays, Motion carried*

18. OLD BUSINESS

19. NEW BUSINESS

20. COMMENDATIONS

21. INFORMATION ITEMS

22. CORRESPONDENCE

Items 18, 19, 20, 21 and 22, were combined by Board request

Melissa Inselmann – an update on the C3P program that provides support for our families was given. Various updates including the Kindness Rocks program and upcoming events were announced.

Christina Lutz-Doemling – Expressed her appreciation for our teaching staff during Teacher Appreciation Week.

Adam Schnug – The Prom and other end of year activities are going well. The Keystone Testing has begun. The Annual Golf Tournament has been scheduled for May 26, 2018.

Lauren Cieslak – Thank you for this wonderful opportunity and I look forward to participating on the Board of Education.

Dale Hein – Commended the Maintenance crew who built the Catasauqua High School front wall. Excellent job. The finished product exceeded his expectations.

Duane Deitrich – Expressed his sincere thanks to all employee groups who offered a salary freeze.

Carol Cunningham – Holy Trinity Church will be sponsoring a community and police gathering at Blockers.

Robert J. Spengler – Reminded Board Members to hand in CLIU and LCCC Ballots. Noted a state of education booklet has been provided for each Board Member. I will be meeting with community and church leaders on Monday, May 14th to discuss partnerships that may benefit our community. Welcomed Lauren to the Board of Education.

23. RECOGNITION OF GUESTS & VISITORS

24. NEXT MEETING DATES

- A. Tuesday, June 12, 2018 7:00 P.M. School Board Meeting
- B. Tuesday, June 12, 2018 6:15 P.M. Retiree Reception

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

- C. Sunday, June 3, 2018 7:00 P.M. Baccalaureate
Catasauqua High School Auditorium
- D. Monday, June 4, 2018 7:30 P.M. Commencement
Catasauqua High School Gymnasium

25. ADJOURNMENT

MOTION BY: Deitrich

SECONDED BY: C. Nace

Motion carried

Time Adjourned: 8:38 P.M.

Respectfully submitted,

Jason Bashaw
Secretary

