

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, January 9, 2018
7:00 P.M. – District Administration Office

1. CALL TO ORDER **President, Carol Cunningham**
President Carol Cunningham Called the Meeting to Order at 7:02 P.M.

2. PLEDGE OF ALLEGIANCE TO THE FLAG
The Pledge of Allegiance was given

3. MOMENT OF SILENCE IN MEMORY OF MARK RECCEK

4. Certificate of Election and Oath of Office **Notary Public**

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

OATH OF OFFICE

I, Penny Hahn, 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

5. ROLL CALL

Board Members		Non Board Members	
Penny Hahn	X	Robert J. Spengler	X
Carol Cunningham	X	Dave Knerr	X
Duane Deitrich	X	Christina Lutz-Doemling	
Jason Bashaw	X	Lois Reed	X
Dale Hein	X	Kathleen Kotran	
Christine Nace	X	Wayne Karess	X
Rodney L. Nace	X	David Ascani	X
Donald Panto	X	Melissa Inselmann	X
VACANT		Eric Dauberman	X
		Bryan Klass	
Student Representatives		Adam Schnug	
Hannah Matchette		Thomas Moll *	X
Maria Rosario			

X = Present

** Arrived to the meeting at 8:55 pm*

Visitors: See List inserted in Permanent Minute Book

6. NOTICE OF EXECUTIVE SESSIONS

A. Executive Session for Legal and Personnel Reasons at 6:00 P.M.
Executive Session was held until 6:50 P.M

7. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. Sheckler Elementary School Students of the Month –Eric Dauberman

GRADE 1	GRADE 2	GRADE 3	GRADE 4
Ariah Kern	Brielle Dorn	Kara Monette	Lilian Delabar
Alexa Wright	Cole Schwartz	Ethan Bonilla	Dakota Velas
-	-	-	Stephanie Robinson

B. Catasauqua Middle School Star Players of the Month –Melissa Inselmann

GRADE 5	GRADE 6	GRADE 7	GRADE 8
Heaven Jenkins	Dijon Chambers	Hope Gino	Kaitlyn Weiss

C. Community Relations Update – Leslie Estrada

Ms. Estrada provided an overview of current community relations activities.

D. [Shop With A Cop](#) – Lisa Roth

Ms. Roth presented information and a video of the CMS Shop with a Cop program. Many middle school students received gift cards and funds to purchase gifts for family members.

E. Innovative Arts Academy Charter School Update -Douglas Taylor, CEO

Mr. Taylor updated the Board on current happenings at Innovative Arts Academy Charter School.

F. School Board Director Recognition Month

Mr. Spengler and fellow administrators expressed their gratitude for the service to the community and students that the Board Members provide. A small gift bag was provided for each board member.

8. ELECTION OF NEW BOARD MEMBER TO FILL VACANCY

A. Nomination is requested to elect new member of the Board of School Directors to fill the vacancy due to an open 2 year seat for a term of January 9, 2018 to December 2019.

Nomination: Stephen M. Becker

ROLL CALL VOTE

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

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

I, _____, 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.

Agenda Item 8B will occur at the February 13, 2018 Board Meeting.

9. ADMINISTRATION/BOARD DISCUSSION & REPORTSA. Academics and Education – Christina Lutz-Doemling - *None*

B. Finance – Robert J. Spengler

- 2018-2019 Budget

An overview of the proposed preliminary budget, including an exception for special education excessive costs, was provided by Mr. Spengler. Authorization to advertise is included within tonight's agenda and request for preliminary approval will occur at the February 13, 2018 Board Meeting.

C. Building & Grounds – Robert J. Spengler

An update was provided regarding the water damage to the district office along with an update on snow removal. Mr. Hein requested a discussion regarding the Catasauqua High School front main wall repair/replacement occur at the B&G 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 be progressing.

G. Borough of Catasauqua – Dale Hein

Borough Council reorganization occurred. The borough representative to the school board is now Jessica Kroope.

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

I. Hanover Township – Lois Reed

A Canal Road/Dauphin Street detour will be occurring at some point in February or March 2018.

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

K. Lehigh Career & Technical Institute Update – Carol Cunningham

The JOC received a presentation regarding a new welding lab to be built at LCTI. Groundbreaking will occur this spring.

L. Student Representatives – Hannah Matchette & Maria Rosario - *None***10. APPROVAL OF MINUTES FROM PRIOR MEETING(S)**A. [Reorganization School Board Meeting Held on December 5, 2017](#)B. [School Board Meeting Held on December 5, 2017](#)**11. [APPROVAL OF TREASURER'S REPORT FOR DECEMBER 2017](#)****12. [APPROVAL OF BUDGET TRANSFERS DECEMBER 2017](#)**

Items 10A, 10B, 11, and 12, were combined by Board request

ROLL CALL VOTE

MOTION BY: Hahn SECONDED BY: Deitrich

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

NAY: 0

Eight Ayes, Zero Nays, Motion carried

13. APPROVAL FOR PAYMENT OF ALL A/P BILLS JANUARY 2018 WITH THE EXCEPTION OF:

- CHECK # 14361 - \$8,490.00 (Albarell-general fund)**
- CHECK # 14370 - \$1,777.94 (Catasauqua Borough-general fund)**

ROLL CALL VOTE

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

13.1 APPROVAL FOR PAYMENT OF CHECK # 14361 - \$8,490.00 (Albarell-gf) and CHECK #14370 - \$1,777.94 (Catasauqua Borough- gf)

ROLL CALL VOTE

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

14. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P DECEMBER 2017

15. FINANCIAL

A. Exoneration – Tax Collectors 2017-2018 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 2017-2018 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 12-31-17.

Tax Collector	Municipality	2017-2018 Base Real Estate	2017-2018 Interim
James Delbertis	Catasauqua	\$174,199.58	\$1,881.73
Catasauqua Area SD	Hanover Twp	\$88,487.85	\$2,560.85
Donna Schifko	North Catasauqua	\$118,774.45	\$0.00
	TOTAL	\$381,461.88	\$4,442.58

B. Authorization to Advertise and Display, Preliminary Budget Proposal, 2018- 2019

The Board approves for advertising and display the attached draft of a preliminary budget proposal to be considered for adoption on February 13, 2018 for fiscal year 2018-2019, in the form prescribed by the Pennsylvania Department of Education. The Board may adopt the preliminary budget for fiscal year 2018-2019. The Board currently intends to adopt the preliminary budget proposal on Tuesday, February 13, 2018. As soon as practicable, and in no event less than twenty (20) days before adoption of the preliminary budget proposal, the School District shall print the proposed preliminary budget proposal (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 preliminary budget shall be given as soon as practicable, and in no event less than ten (10) days before adoption of the preliminary budget proposal. The proposed preliminary budget proposal estimates General Fund expenditures of \$31,260,448 for fiscal year 2018-2019, and balances anticipated revenues and expenditures with an anticipated real estate tax rate of 18.1446 mills in Lehigh County and 56.3917 mills in Northampton County.

16. PERSONNEL

A. Appointment of Extra-Curricular Positions – 2017-2018 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2017-2018 school year:

Name	Position	Stipend
Dominic Bellucci	Assistant Boys Basketball Coach	Volunteer
Jason Hartranft	Assistant Wrestling Coach	Volunteer

B. Retirement

- Name: Gale Holaska
Status: Van Driver
Assignment: Transportation
Reason: Personal
Effective: January 2, 2018

C. Substitutes

The following applicants have requested to be added to the Substitute Employment List for the 2017-2018 School Year as follows:

Name	Substitute Assignment
Krista Atiyeh	Nurse
Robert Cavallucci	Non Cert Instructional Aide
Luciana Bonati	Bus/Van Driver
Richard Tyler Sr.	Van Driver
Gale Holaska	Van Driver

D. Approval for Days Without Pay

- Name: Lois Morrissey
Reason: Personal
Effective: December 18, 2017 to January 12, 2018 Full Days
- Name: Lisa Casciotti
Reason: Personal
Effective: February 7, 2018 Full Day

- 3. Name: Christopher Casciotti
- Reason: Personal
- Effective: February 6-7, 2018 Full Days

E. Approval of Student Teachers/Interns

Approval is requested for the following student teachers/interns as listed:

College – DeSales University	Effective: January 15, 2018 to April 20, 2018
Name: Shannon McCann *	High School Social Studies: Kevin Foley
College – DeSales University	Effective: February 5, 2018 to May 2, 2018
Name: Claudia Alvarado	High School Spanish: Erin DeBoer
College – Cedar Crest College	Effective: January 16, 2018 to April 30, 2018
Name: Krista Atiyeh	School Nurse: Donna Tercha

*Pending receipt of student teaching paperwork and clearances.

Items 14, 15A, 15B, 16A, 16B, 16C, 16D, and 16E, were combined by Board request

ROLL CALL VOTE

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

F. Intent to Retire

Approval is requested to accept the Intent to Retire, effective at the end of the 2017-2018

Name	Assignment	Years of Service
David Ascani	High School Principal	14 Years

Board Members and fellow administrators expressed their thanks and gratitude to Mr. Ascani for his service to the Catasauqua Area School District community.

MOTION BY: Hein SECONDED BY: R. Nace
Motion carried

G. Approval to Establish Sick Bank for Employee Number 565

Approval is requested to establish a sick bank for Employee #565 upon exhaustion of accrued days, effective immediately as contingency if needed, without precedence.

H. Salary Increment Changes

Approval is requested to adjust the compensation indicated below as per the Collective Bargaining Unit Agreement:

Elyse Gair				
Salary				
New	Step 3	Degree BS	Credits 24	\$58,246
Old	Step 3	Degree BS	Credits 0	\$57,623
				\$623.00
Half Increment				\$311.50

17. CURRICULUM

None

18. BOARD APPROVALS

A. Approval of Addendum to Agreement for Collection of Delinquent Real Estate Taxes on 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.

B. Approval to Establish a Student Activity Account, Mark Reccek Scholarship Fund

Items 16G, 16H, 18A, and 18B, were combined by Board request

On behalf of the Board of School Directors and Administrators, Mr. Spengler expressed appreciation for Mr. Reccek’s dedication to the Catasauqua Area School District community along with deep and sincere sympathy to Mark’s family.

ROLL CALL VOTE

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

C. Approval of Additional Revised Van/Bus Stops –2017-2018 School Year, as of January 2018

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.

5518 Oakview Drive, Allentown – WoodSpring Suites

*MOTION BY: Deitrich SECONDED BY: Bashaw
Motion carried*

19. OLD BUSINESS

20. NEW BUSINESS

21. COMMENDATIONS

22. INFORMATION ITEMS

23. CORRESPONDENCE

Items 19, 20, 21, 22 and 23 were combined by Board request

Kathy Kotran: Expressed her thanks for the continued support by the Board.

Wayne Karess: Expressed his thanks for the continued support by the Board.

Leslie Estrada: Expressed her thanks for the continued support by the Board.

Eric Dauberman: The December Band and Concert Recorder Show was a huge success. The Mobil Dentist Program now lasts for two days. The Giving Tree again provided Sheckler students with an enjoyable holiday.

Melissa Inselmann: The Shop with a Cop Program was a great success. Various events and upcoming programs were discussed.

David Ascani: Provided remarks regarding Mark Reccek and his complete support of CASD. In a holiday theme, Barb Resto and students decorated hallways while Rob Arnold and Band students played music before the holidays.

Dale Hein: Inquired regarding Committee membership due to Board changes. Mr. Hein questioned Kathy and Wayne about website access via a mobile device. Mr. Spengler will discuss Committee membership with Carol Cunningham and will communicate to the Board. Kathy will review access to the website via mobile device.

24. RECOGNITION OF GUESTS & VISITORS

25. NEXT MEETING DATE

- | | | |
|--------------------------------|-----------|---|
| A. Wednesday, February 7, 2018 | 4:00 PM | Academics Committee Meeting
<i>Replaced with B&G</i> |
| | 5:00 PM | B. & G. Committee Meeting
<i>Replaced with Academics</i> |
| | 6:00 PM | Athletic Committee Meeting |
| B. Tuesday, February 13, 2018 | 7:00 P.M. | School Board Meeting |

26. ADJOURNMENT

MOTION BY: Hahn SECONDED BY: Deitrich

Motion carried

Time Adjourned: 9:05 P.M.

Respectfully submitted,

Jason Bashaw
Secretary