

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, October 10, 2017
7:00 P.M. – District Administration Office

1. **CALL TO ORDER** **President, Penny Hahn**
Board 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 VOTE**

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

X = Present

Visitors: See List inserted in Permanent Minute Book

4. **NOTICE OF EXECUTIVE SESSIONS**
 A. None

5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 A. Sheckler Elementary School Students of the Month –
 Eric Dauberman

GRADE 1	GRADE 2	GRADE 3	GRADE 4
Karisa Hunsicker	Jeremiah Irizarry	Shahiem Roberts	Seamus Deibert
Gionnie Ojeda	Sarina Sankari	Grace DeWalt	Kaelyn Rios
-	-	-	Christopher Westwood

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

GRADE 5	GRADE 6	GRADE 7	GRADE 8
Chris Boateng	Riannah Martinez	Kenneth Ramos	Mitchel Lewis

- C. [Presentation](#) “Music Department 2019 Disney Trip Itinerary” – Robert Arnold
Mr. Arnold provided an overview of the proposed trip including a handout. The proposed estimated cost per student is \$1,549.00. Board members questioned the need for clearances for security guard, travel agent, and driver. Mr. Knerr responded affirmative.

Board approved Mr. Arnold to proceed with the trip planning, 5Ayes and 0 Nays.

*Audience Input- Two students from Innovative Arts Academy Charter School:
Student Amalia Delgado- voiced her concern about a math course not being offered to allow her to graduate. She provided a copy of her concern in writing to Mrs. Hahn, Board President.*

Student Sage Sajous – expressed her concern about how school is being run and the impression that the school administration is more concerned about themselves than the wellbeing of the students.

Mr. William Reightler – Inquired regarding status of an additional track coach. He also expressed his concern about the current grading scale and contracts.

ADMINISTRATION/BOARD DISCUSSION & REPORTS

- A. Academics and Education – Christina Lutz-Doemling
The District Comprehensive Plan is due November of 2018. The Special Education Plan is due in May of 2018.
- B. Finance – Robert J. Spengler
Penny Hahn -An initial budget presentation will occur at the November Board Meeting.
- C. Building & Grounds – Robert J. Spengler
Obtaining quotes for additional parking lot lights at CMS. The busses will be removed from the Sheckler parking lot by next week. The Sheckler flag pole light is out.
- D. Policy – David Knerr
- [Policy #806](#) – Child Abuse and Employee Certifications - [Redline Version](#)
 - [Policy #139](#) – Volunteer Certifications - [Redline Version](#)
- The primary change is a five year requirement for new clearances.*
- E. Athletics-Thomas Moll - None
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich-None
- G. Borough of Catasauqua – Dale Hein
The new Borough Office Complex includes a Safe Room. It provides a safe escape for individuals in need. Once an individual enters the Safe Room, he/she is locked in the room safely until Police arrives. Student Rep’s and school district should help to advertise this feature and availability.

- H. Borough of North Catasauqua – Jason Bashaw
The Fall Festival was a great success. The basketball and volleyball courts are being resurfaced.
- I. Hanover Township – Lois Reed
On October 18th we will have the courtesy of the floor at Hanover Township to discuss charter schools.
- J. PSBA Liaison Update – Duane Deitrich - *None*
- K. Lehigh Career & Technical Institute Update – Carol Cunningham
Student Open House will occur on November 3, 6, and 8.
- L. Student Representatives – Hannah Matchette & Maria Rosario - *None*

6. **APPROVAL OF MINUTES FROM PRIOR MEETING(S)**

- A. School Board Meeting Held on September 12, 2017

7. APPROVAL OF TREASURER’S REPORT FOR SEPTEMBER 2017

8. APPROVAL OF BUDGET TRANSFERS SEPTEMBER 2017

9. APPROVAL FOR PAYMENT OF ALL A/P BILLS OCTOBER 2017 WITH THE EXCEPTION OF:

- CHECK # 13857 - \$1,275.00 (Albarell-general fund)
- CHECK # 13870 - \$2,200.00 (Catasauqua Borough-general fund)
- CHECK # 13871 - \$4,104.98 (Catasauqua Borough-general fund)
- CHECK # 2664 - \$40.76 (Catasauqua Borough - café fund)

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

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Hein

AYE: Hein, Hahn, Cunningham, Bashaw, Hartranft

NAY: 0

Five Ayes, Zero Nays, Motion carried

10.1 **APPROVAL FOR PAYMENT OF CHECK # 13857 (Albarell-general fund)**

9.2 **APPROVAL FOR PAYMENT OF CHECK # 13870, 13871 (Catasauqua Borough-general fund) AND CHECK # 2664 (Catasauqua Borough-cafe fund)**

10. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P SEPTEMBER 2017

11. **FINANCIAL**

- A. None

12. PERSONNEL**A. Retirement**

RetirementName	Assignment	Effective Date
Brad Miller	High School Custodian	November 1, 2017

B. 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
Robert Thomas	Head Softball Coach	\$5,399.00
Kimmie Miller	Student Forum Co-Advisor	\$392.00
Trajano Bastidas	Head Middle School Soccer Coach	\$2,671.00
Brett Zieber	Assistant Boys Basketball Coach	* \$500.00
James Snyder	Assistant Boys Basketball Coach	* \$500.00
Jared Case	Assistant Boys Basketball Coach	\$2,067.00
Joshua Yoo	Assistant Boys Basketball Coach	* \$500.00
Kevin Karchner	Middle School AV Technology Coord 20%	\$348.40
Jonathan Kiefer	Middle School AV Technology Coord 20%	\$348.40
Amy Dymond-Jones	Middle School AV Technology Coord 30%	\$522.60
Vicki MacLaughlin	Middle School AV Technology Coord 30%	\$522.60
Daniel Kotran	Sheckler AV Technology Coord 50%	\$871.00
Deborah Elek	Sheckler AV Technology Coord 50%	\$871.00

*change from volunteer to paid. Original approval was 5/9/17

C. Removal Of The Following Substitute Employees For The 2017-2018 School Year:

Name	Position	Reason
Elena Krupa	Substitute Teacher	Other Employment
Yvette Miller	Substitute Van Driver	Did Not Work
George Gemmel	Substitute Teacher	Did Not Work
Kathryn Beirne	Substitute Teacher	Did Not Work
Amy Bednarik	Substitute Teacher	Did Not Work
Amanda Scala	Substitute Van Driver	Did Not Work

D. Substitutes

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

Name	Assignment
Amanda Peters	Substitute Teacher
Melanie Irizarry	Cafeteria Substitute
Joan Sherwood	Cafeteria Substitute

Angela Balch	Guest Teacher
Jenna Eberhardt	Non-Certified Instructional Aide Substitute
Saul Parker	Substitute Bus Driver

E. Approval of FMLA for Employee # 1317

Approval for FMLA for employee #1317 effective upon exhaustion of all personal and sick leave beginning approximately November 2, 2017.

F. Approval of FMLA for Employee # 1585

Approval for FMLA for employee #1585 effective upon exhaustion of all personal and sick leave beginning approximately January 10, 2018

G. Approval For Short Term Substitute Rate Of \$180.00 Per Day For Taylor Krause Effective Upon Commencement Of FMLA Leave(S) Of Employee #1323 And #2145.

H. Change in Employment Status

1. Janice Kovacs

Previous Status: Non Certified Instructional Aide Substitute

Current Status: Non Certified Instructional Aide
Life Skills

Assignment: Sheckler Elementary School

Rate of Pay: \$116.00 per day

Benefits: As Per Collective Bargaining Agreement

Effective: September 27, 2017 – June 8, 2018

I. Approval of Student Teachers/Interns

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

Districtwide

College – Wilkes University	Effective: October 11, 2017 to December 10, 2017
Name: Aaron Knepp	Technology: Kathleen Kotran

13. CURRICULUM

None

14. BOARD APPROVALS

A. Change Of Appointment of Student Representative to the Catasauqua Borough Council

Approval is requested to appoint the following as the replacement of Catasauqua High School Student Representative to the Catasauqua Borough Council for the 2017-2018 school year.

Lucas Bloszinsky (remains)

Carol Williams (replacement)

~~**Morgan Wagner**~~

B. Approval of Policy – First Reading

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

Section: OPERATIONS
Policy # 806
Title: Child Abuse and Employee Certifications

C. Approval of Policy – First Reading

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

Section: PROGRAMS
Policy # 139
Title: Volunteer Certifications

D. Potential Overnight Student Activity Trips for 2017-2018 School Year

Approval is requested for potential overnight student activity trips, 2017-2018 fall, winter, and spring, as listed below:

E. Approval of 2017-2018 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.

F. Approval of 2017-2018 Letter of Agreement for Title I Services with Carbon Lehigh Intermediate Unit #21

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

G. Approval to Attend Conferences, Seminars, etc

H. Authorization of Disposal of District Vehicles

Approval to Dispose the Following Vehicles as Scrap to Janeway Towing dba J DOC Enterprises in the Amount of \$500.00 each.

Bus 6 1996 International 1HVBBA0TH374739
Bus 6 1996 International 1HVBBA0TH374739
Bus 10 1999 Thomas 4UZ6CFAADXCA97451
Bus 12 2000 International AHVBBAAN9YH288739

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

Approval is requested for additional 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 be made available at all times. Additionally, changes are stored within the transportation software management system.

Items 10.1, 10.2, 11, 12A, 13A, 13B, 13C, 13D, 13E, 13F, 13G, 13H, 13I, 14, 15A, 15B, 15C, 15D, 15E, 15F, 15G, 15H, and 15I, were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Hartranft

AYE: Hein, Hahn, Cunningham, Bashaw, Hartranft

NAY: 0

Five Ayes, Zero Nays, Motion carried

16. OLD BUSINESS

17. NEW BUSINESS

18. COMMENDATIONS

19. INFORMATION ITEMS

20. CORRESPONDENCE

Items 16, 17, 18, 19, and 20, were combined by Board request

Hannah Matchette – Announced the Homecoming Dance will occur October 21st.

David Ascani – PSAT Testing is scheduled for Wednesday, October 11th

Dale Hein – Inquired regarding when we will choose a realtor. Mrs. Hahn responded that this item will be discussed during the Building & Grounds Committee Meeting on Nov. 1st.

Christina Lutz-Doemling – Safe Schools Training was held for all staff during in-service.

Jason Bashaw – Questioned how the district is preparing the staff and students for drug issues. Christina Lutz-Doemling and David Ascani gave various examples of related initiatives.

Melissa Inselmann – Provided an overview of various dates of upcoming activities.

Eric Dauberman – Provided an overview of various dates of upcoming activities. The iPad integration is going very well. The Holy Trinity Lutheran Church is partnering with Sheckler's Giving Tree initiative.

21. RECOGNITION OF GUESTS & VISITORS

22. NEXT MEETING DATES

A. Monday, November 13, 2017 5:30 P.M. Dinner
7:00 P.M. School Board Meeting

****Reminders:**

- **Change of Date from November 14th to November 13th**
- **Dinner and Board Meeting at LCTI 4500 Education Park, Schnecksville**

B. Wednesday, November 1, 2017 4:00 PM Academics Committee Meeting
5:00 PM B. & G. Committee Meeting
6:00 PM Athletic Committee Meeting

23. ADJOURNMENT

MOTION BY: Cunningham

SECONDED BY: Hartranft

Motion carried

Time Adjourned: 8:50 P.M.

Respectfully submitted,

Duane Deitrich
Secretary