

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, September 12, 2017
7:00 P.M. – District Administration Office

1. CALL TO ORDER **Board Secretary, Duane Deitrich**
Board Secretary, Duane Deitrich 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		Dave Knerr	X
Donald Panto *	X	Christina Lutz-Doemling	X
Duane Deitrich	X	Lois Reed	X
Jason Bashaw	X	Kathleen Kotran	X
Dale Hein	X	Wayne Karess	X
Christine Nace	X	David Ascani	X
Rodney L. Nace	X	Melissa Inselmann	X
Mary Alice Hartranft		Eric Dauberman	X
		Bryan Klass	
Student Representatives		Adam Schnug	
Hannah Matchette	X	Thomas Moll	X
Maria Rosario	X		

X = Present

Visitors: See List inserted in Permanent Minute Book

** Arrived to the meeting at 7:20 pm.*

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 6:50 P.M

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. None

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education – Christina Lutz-Doemling

Administration will present an updated Graduation Policy for consideration in October. 2017-2018 is the last year for the PDE Adolescent Health Grant. The Weller Center will be providing programming.

- B. Finance – Robert J. Spengler
The assessment appeal of 3400 Airport Road was reviewed and is on the agenda for approval.
- C. Building & Grounds – Robert J. Spengler
The lighting project for the Alumni Field, Field House, will begin soon.
- D. Policy – David Knerr
Volunteer Policies and the Graduation Policy will be reviewed in October 2017.
- E. Athletics-Thomas Moll
The fall sports program is in full swing. Youth sports night will be held this Friday, September 15th.
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
There are three (3) vacancies on the Board. Support staff negotiations are continuing.
- G. Borough of Catasauqua – Dale Hein
The Borough will host an open house Saturday, September 16th.
- H. Borough of North Catasauqua – Jason Bashaw - *None*
- I. Hanover Township – Lois Reed
Tree removal and road work will occur on Irving Street. The Race Street expansion will begin shortly.
- J. PSBA Liaison Update – Duane Deitrich
* At this point a motion was made to act on Item 15C, Election of Pennsylvania School Boards Association (PSBA) Officers. The results of the Board Action are identified under Item 15C.

MOTION BY: Hein SECONDED BY: C. Nace

Motion carried

- K. Lehigh Career & Technical Institute Update – Carol Cunningham - *None*
- L. Student Representatives – Hannah Matchette & Maria Rosario
Students have received iPads and we are getting better at their use and integration.

** At this time (7:20 pm) Donald Panto arrived to the meeting*

- 7. **APPROVAL OF MINUTES FROM PRIOR MEETING(S)**
 - A. **School Board Meeting Held on August 8, 2017**
- 8. **APPROVAL OF TREASURER’S REPORT FOR AUGUST 2017**
- 9. **APPROVAL OF BUDGET TRANSFERS AUGUST 2017**
- 10. **APPROVAL FOR PAYMENT OF ALL A/P BILLS SEPTEMBER 2017 WITH THE EXCEPTION OF CHECK # 13713 (Catasauqua Borough-general fund) AND CHECK # 2640 (Catasauqua Borough-cafe fund)**

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

ROLL CALL VOTE

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

10.1 APPROVAL FOR PAYMENT OF CHECK # 13713 (Catasauqua Borough-general fund) AND CHECK # 2640 (Catasauqua Borough-cafe fund)

ROLL CALL VOTE

*MOTION BY: R. Nace SECONDED BY: Bashaw
 AYE: C. Nace, R. Nace, Deitrich, Bashaw, Panto
 NAY: 0
 Abstention by Hein
 Five Ayes, Zero Nays, Motion carried*

11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P AUGUST 2017

12. FINANCIAL

A. Approval of Miscellaneous Insurance Rates 2017-2018 School Year

Approval is requested for the following 2017-2018 insurance rates from PSBA Insurance Trust and Erie Insurance as listed:

	2016-2017	2017-2018
Commercial Package:	\$73,916	\$70,495
School Board Legal Liability	\$12,473	\$9,454
Umbrella	\$15,298	\$12,191
Fleet Auto (Erie) *	\$28,549	\$23,754

*Based on anticipated vehicle change

B. Tax Assessment Appeal — 3400 Airport Road

Authorization for the solicitor to settle the tax assessment appeal with regard to 3400 Airport Road (Jay Sapna & Kaushik, LLC) (PIN 641920984303-1) by establishing a new assessed value of \$3,500,000.

13. PERSONNEL

A. Substitute Employees – 2017-2018 School Year

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

Name	Assignment
Joan Korp	Non-Certified Instructional Aide Substitute
Valeria Billowitch	Non-Certified Instructional Aide Substitute
Tina Marie Thomas	Non-Certified Instructional Aide Substitute
Janice Kovacs	Non-Certified Instructional Aide Substitute
Erin Stramitis	Substitute Teacher
Heather Kaswandik	Substitute Teacher
Matthew Allen	Guest Teacher
Stephanie Funk	Guest Teacher
Audrey Hackett	Guest Teacher
Kathleen Hudak	Guest Teacher
Preston Kucsan	Guest Teacher
Russell Lande	Guest Teacher
James Lapinski	Guest Teacher
Jalen Nichols	Guest Teacher
Cory Thomas	Guest Teacher
Gregory Williams	Guest Teacher
Robert Zweifel	Guest Teacher

B. Removal of the Following Substitutes for the 2017-2018 School Year

Name	Assignment	Reason
Zachary Winter	Teacher	Did Not Work
Yvonne Bachert	Non-Certified Instructional Aide	Other Employment

Items 11, 12A, 12B, 13A, and 13B, were combined by Board request

ROLL CALL VOTE

MOTION BY: C. Nace SECONDED BY: Bashaw

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

NAY: 0

Six Ayes, Zero Nays, Motion carried

C. Approval of 2017-2018 Teacher Collective Bargaining Unit Salaries

As per the CAEA Collective Bargaining Agreement, the Superintendent has reviewed and recommends the respective salary assignments.

ROLL CALL VOTE

MOTION BY: R. Nace SECONDED BY: C. Nace

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

NAY: 0

***Abstention** by Hein*

Five Ayes, Zero Nays, Motion carried

D. Nomination for Appointment**1. Taylor Krause**

Status: Certified Instructional Aide
 Assignment: Catasauqua Middle School
 Rate of Pay: \$153.00 per day
 Benefits: As Per Collective Bargaining Agreement
 Effective: August 21, 2017 – June 8, 2018

2. Xavier Fryslin

Status: Part Time Custodian
 Assignment: Districtwide
 Rate of Pay: \$7.50 per hour
 Benefits: N/A
 Effective: August 28, 2017-June 8, 2018

3. Bradshaw Henning *

Status: Part Time Custodian
 Assignment: Districtwide
 Rate of Pay: \$7.50 per hour
 Benefits: N/A
 Effective: August 28, 2017 - June 8, 2018

*pending receipt of employment papers

ROLL CALL VOTE

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

E. Change in Employment Status**1. Christopher Casciotti**

Previous Status: Guest Teacher
 Current Status: Non Certified Instructional Aide
 Learning Support
 Assignment: Catasauqua Middle School
 Rate of Pay: \$116.00 per day
 Benefits: As Per Collective Bargaining Agreement
 Effective: August 21, 2017 – June 8, 2018

2. Jalen Nichols
 Previous Status: Guest Teacher
 Current Status: Non Certified Instructional Aide
 Learning Support
 Assignment: Catasauqua Middle School
 Rate of Pay: \$116.00 per day
 Benefits: As Per Collective Bargaining Agreement
 Effective: August 28, 2017 – June 8, 2018
3. Lisandra Collazo
 Previous Status: Non-Certified Instructional Aide Substitute
 Current Status: Guest Teacher
 Assignment: Districtwide
 Rate of Pay: \$100 per day days 1-20
 \$110 per day days 21-45
 \$130 per day after day 45
 Benefits: N/A
 Effective: September 13, 2017

ROLL CALL VOTE

MOTION BY: Bashaw SECONDED BY: R. Nace

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

NAY: 0

***Abstention** by Hein*

Five Ayes, Zero Nays, Motion carried

F. 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
Steven Bradley	Head Baseball Coach	\$5,399.00
Steven Ritter	Assistant Baseball Coach	\$1,550.00
Andrew Oswald	Assistant Baseball Coach	\$1,550.00
Eric Snyder *	Assistant Baseball Coach	\$2,242.00
David Burker	Assistant Track Coach	\$2,671.00
David Stires	Assistant Track Coach	\$2,671.00
Barbara Kennedy	Sheckler Book Fair Coordinator	\$130.00
Daniel Kotran	Sheckler Safety Patrol Advisor	\$130.00
Joshua Inman	Junior Class Advisor	\$1,467.00
Janet Schmitt	National Honor Society Advisor	\$1,299.00

*change in stipend from \$2,671.00 approved June 13, 2017

G. Approval of FMLA for Employee # 2135

Approval for FMLA for employee #2135 effective upon exhaustion of all personal and sick leave beginning approximately November 19, 2017.

H. Approval for Days Without Pay

Name: Susan Lesko
 Reason: Personal
 Effective: August 21, 2017 through September 22, 2017

I. Approval of Student Teachers/Interns

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

Sheckler Elementary

College - Kutztown University	Effective: August 28, 2017 to May 4, 2018
Name: Kirsten DeMatto	Guidance: Kimberly Ceccatti

14. CURRICULUM

15. BOARD APPROVALS

A. Approval of Board Goals 2017-2018

B. Board Approval of the Trust Agreement of the Health Consortium and Approve the Business Supervisor as the Representative to the Health Consortium

C. Election of Pennsylvania School Boards Association (PSBA) Officers

i. The following nomination of PSBA President Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

Majority Vote: Otto W. Voit III

ROLL CALL VOTE

MOTION BY: Hein

SECONDED BY: C. Nace

AYE: C. Nace- Hutchinson, Deitrich- Hutchinson, Bashaw - Voit, Hein - Voit, R. Nace – Voit

ii. The following nomination of PSBA Vice President Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

Majority Vote: Eric Wolfgang

ROLL CALL VOTE

MOTION BY: Hein

SECONDED BY: C. Nace

AYE: C. Nace- Wolfgang, Deitrich- Wolfgang, Bashaw – Wolfgang, Hein - Wolfgang, R. Nace – Wolfgang

iii. The following nomination of PSBA Eastern Treasurer Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

Majority Vote: Mike Gossert

ROLL CALL VOTE

MOTION BY: Hein

SECONDED BY: C. Nace

AYE: C. Nace- Gossert, Deitrich- Gossert, Bashaw – Gossert, Hein - Gossert, R. Nace – Gossert

iv. The following nomination of PSBA Insurance Trust Trustee Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

Majority Vote: Michael Faccinetto and Marianne L. Neel

ROLL CALL VOTE

MOTION BY: Hein

SECONDED BY: C. Nace

AYE: C. Nace- Faccinetto and Neel, Deitrich- Faccinetto and Neel, Bashaw – Faccinetto and Neel, Hein - Faccinetto and Neel, R. Nace - Faccinetto and Neel

D. 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.

14th & Faith
3rd & Arch
2nd & Bridge
East Hills Middle School (homeless student)
Howertown & Pine
1787 Airport Rd- (homeless student)
3rd & Buttonwood

Items 13F, 13G, 13H, 13I, 14, 15A, 15B, 15C, and 15D, were combined by Board request

ROLL CALL VOTE

MOTION BY: C. Nace SECONDED BY: Bashaw

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

NAY: 0

Abstention by Hein

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

Wayne Karess- Kathy and I are moving along, installing iPads, updating Gmail, and other technology updates throughout the district.

Eric Dauberman – Thank you to our school nurses’ for communicating to parents regarding immunizations. We have “0” students requiring immunizations. We continued our Peaceful Bus program. The courtyard has been updated. Thank you to our technology crew. Meet the Teacher night will be held on September 14th.

Melissa Inselmann – The school year started well. Meet the Teacher Night and book fair were held last Thursday. Our anti-bullying assembly was held today. Weller Center will be presenting various topics throughout the school year. The Welcome Back Dance will be held on September 29th.

Lois Reed – the two new buses were delivered today and will be inspected and lettered.

David Ascani – All high school students have current immunizations. Thank you to all of the district crews for preparing for the school year. Our open house was held last Wednesday with a great parent turnout.

21. RECOGNITION OF GUESTS & VISITORS**22. NEXT MEETING DATES**

A. Tuesday, October 10, 2017 7:00 P.M. School Board Meeting

B. Tuesday, November 14, 2017 7:00 P.M. School Board Meeting
(Location Exception)
Lehigh Career & Technical Institute
4500 Education Park, Schnecksville

23. ADJOURNMENT

MOTION BY: Hein

SECONDED BY: C. Nace

Motion carried

Time Adjourned: 7:47 P.M.

Respectfully submitted,

Duane Deitrich
Secretary