

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, August 8, 2017
7:00 P.M. – District Administration Office

1. CALL TO ORDER President, Penny Hahn

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL VOTE

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

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 6:50 P.M

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

- A. None

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

- A. Academics and Education – Christina Lutz-Doemling
Christina provided an overview of the committee meeting discussion including handbooks, curriculum, professional development, and the Community Liaison position.
- B. Finance – Robert J. Spengler
Mr. Spengler indicated revenues and cash flow are strong at this point of the year. Tax Assessment appeals are on tonight’s agenda for approval.
- C. Building & Grounds – Robert J. Spengler
Mr. Spengler addressed the agenda items from the buildings and grounds committee meeting. A tour of the alumni fieldhouse will be arranged in the near future.

- D. Policy – David Knerr - *None*
- E. Athletics-Thomas Moll
 - Recognition of John Capozzolo, Catasauqua School District Athletic Trainer
Thomas expressed his gratitude and appreciation for John's dedication to the Catasauqua Area School District along with recognition for his heroic actions at DeSales University. John thanked the Board and Administration for their support and looks forward to working with our student athletes in the future.
- F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
Duane provided a student count report to Mr. Spengler and indicated they will begin support staff negotiations soon.
- G. Borough of Catasauqua – Dale Hein
Dale provided an update on the borough's cell ordinance and the general plan for the conversion of Front Street to a two-way roadway.
- H. Borough of North Catasauqua – Jason Bashaw - *None*
- I. Hanover Township – Lois Reed - *None*
- J. PSBA Liaison Update – Duane Deitrich
Duane indicated the State spending plan was approved but the revenue plan requires approval.
- K. Lehigh Career & Technical Institute Update – Carol Cunningham
Carol announced that she will be attending the August 23rd JOC meeting at LCTI.

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

- A. School Board Meeting Held on June 13, 2017
- B. Special School Board Meeting Held on June 27, 2017
- C. Special School Board Meeting Held on July 18, 2017

8. RATIFICATION OF TREASURER'S REPORT FOR JUNE 2017

9. APPROVAL OF TREASURER'S REPORT FOR JULY 2017

10. RATIFICATION OF BUDGET TRANSFERS JUNE 2017

11. APPROVAL OF BUDGET TRANSFERS JULY 2017

Items 7A, 7B, 7C, 8, 9, 10, and 11, were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Deitrich

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

NAY: 0

Six Ayes, Zero Nays, Motion carried

12. APPROVAL FOR PAYMENT OF ALL A/P BILLS AUGUST 2017 WITH THE EXCEPTION OF CHECK # 13571 (Catasauqua Borough-general fund) AND CHECK #13577(Catasauqua Borough-general fund)

12.1 APPROVAL FOR PAYMENT OF CHECK # 13571 (Catasauqua Borough -general fund) AND CHECK #13577 (Catasauqua Borough -general fund) AUGUST 2017

13. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JUNE 2017 WITH THE EXCEPTION OF CHECK # 13408, 13443, (Catasauqua Borough General Fund) AND 2617 (Catasauqua Borough Cafe Fund)

13.1 APPROVAL TO RATIFY CHECK # 13408, #13443 (Catasauqua Borough General Fund) AND #2617 (Catasauqua Borough Cafe Fund) JUNE 2017

14. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P JULY 2017 WITH THE EXCEPTION OF CHECK # 13485 (Catasauqua Borough General Fund)

Items 12, 13, and 14, were combined by Board request

ROLL CALL VOTE

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

14.1 APPROVAL TO RATIFY CHECK # 13485 (Catasauqua Borough General Fund) JULY 2017

Items 12.1, 13.1, and 14.1, were combined by Board request

ROLL CALL VOTE

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

15. FINANCIAL

A. Tax Assessment Appeal — 100 Cascade Drive

Authorization for the solicitor to settle the tax assessment appeal with regard to 100 Cascade Drive (DREP Magellan Lehigh Valley, LLC) (PIN 640992842427-1) by establishing a new assessed value of \$6,000,000.

B. Tax Assessment Appeal — 202 Cascade Drive

Authorization for the solicitor to settle the tax assessment appeal with regard to 202 Cascade Drive (DREP Magellan Lehigh Valley, LLC) (PIN 640993608169-1) by establishing a new assessed value of \$12,000,000.

C. Approval of 2017-2018 Game Worker Rates

Request approval of the following 2017-2018 Game Worker Rates

D. Approval of 2017-2018 Game Ticket Prices

Request approval of the following 2017-2018 Game Ticket Prices

E. Charge 2017-2018 Tax Duplicates/Approve Bonds

The tax duplicates listed below for the 2017-2018 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	\$5,321,560.31	\$1,881.73	USI Mid-Atlantic Inc.
North Catasauqua	\$2,837,345.64	\$24.05	Erie Insurance Company
Hanover	\$8,576,245.46	\$22,129.11	

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
Vicki MacLaughlin	MS Student Forum - Shared	\$392.00
Brenda McGuire	Drama Club Director	\$4,172.00
Kerry McGuire	Assistant Drama Club Director	\$2,060.00
Lisa Roth	MS Scholastic Bowl – Shared	\$509.00
Lisa Roth	MS Newsletter – Shared	\$258.50
Jonathan Kiefer	MS Student Forum – Shared	\$392.00*
Amanda Graser	Assistant Marching Band Director	\$1733.00
John Lucas	Assistant Marching Band Director	\$1733.00
Matthew Hagelgans	Assistant Football Coach	\$4633.00
Ronald Savoia	Assistant Football Coach	Volunteer
Scott Rothrock	Assistant Football Coach	Volunteer **
Jamal Arnaout	Assistant Boys Soccer Coach	\$2671.00**
Abigail Hawk	Assistant Girls Volleyball Coach	\$2000.00**
Jennifer Keppel	Assistant Field Hockey Coach	\$2671.00

*Changed from \$784.00 approved 6/13/17

** Pending receipt of employment clearances

B. Removal of the Following Substitute Employees for the 2017-2018 School Year:

Name	Position	Reason
William Lower	Substitute Custodian	Personal
Diana Bet	Substitute Cafeteria	Did Not Work
Carleen Hoffer	Substitute Cafeteria	Did Not Work
Michelle Kurtz	Substitute Cafeteria	Did Not Work
Stacy Locher	Substitute Cafeteria	Did Not Work

Anne Soltis	Substitute Cafeteria	Did Not Work
Sandra Sywensky	Substitute Cafeteria	Did Not Work

C. Resignation

1. Name: Nicholas Roberts
 Status: Custodian
 Assignment: Districtwide
 Effective: August 4, 2017

D. Retirement

1. Name: Joan Korp
 Status: Non-Certified Instructional Aide
 Assignment: Catasauqua Middle School
 Reason: Personal
 Effective: July 31, 2017

E. Nomination for Re-Appointment of CERTIFIED INSTRUCTIONAL AIDES

Administration recommends re-appointment of the following individuals as Certified Instructional Aides to perform the duties of the identified assignment, at the daily rate of \$153.00 effective August 21, 2017 to June 8, 2018 with benefits as per CBA:

Sheckler Elementary	Assignment
Emma Jones	Title I
Terri Lubenesky	Title I
Colleen Whitsett	Title I

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

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Cunningham

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

NAY: 0

Six Ayes, Zero Nays, Motion carried

F. Nomination for Re-Appointment of NON-CERTIFIED INSTRUCTIONAL AIDES

Administration recommends re-appointment of the following individuals as Non-Certified Instructional Aides to perform the duties of the identified assignment, at the daily rate of \$116.00 effective August 21, 2017 to June 8, 2018 with benefits as per CBA:

Catasauqua High School	Assignment
Cynthia Bass	Learning Support One on One
Yvette Campbell	Library
Phillip Dorn	Study Hall / Learning Support
Karla Fryslin	Study Halls/Library -- CHS 60%/CMS 40%
Susan Lesko	Emotional Support
Jessica Suhaka	Work Experience / Life Skills
Jacqueline Yanek	Work Experience / Life Skills / IDEA
Catasauqua Middle School	Assignment

Lisa Casciotti	Learning Support 5/6
Cherie Gebhardt	Emotional Support
Joann Heffner	Learning Support 7/8
TBD	Life Skills
Tanya Saruba	Emotional Support
Nichole Tkach	Life Skills One On One
Sheckler Elementary	Assignment
Karen Casey	Learning Support
Sarah Forstoffer	Life Skills One On One
Lois Morissey	Learning Support One on One
Claire Murawski	Learning Support – Kindergarten
Gwen Mutarelli	Learning Support One On One
Laurie Nebbia	Learning Support 1st Grade

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: R. Nace

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

NAY: 0

Abstention by Hein

Five Ayes, Zero Nays, Motion carried

G. Approval of Tenure

The following professionals have successfully completed three years of service as noted and the Superintendent recommends tenure be granted:

Name	Assignment
Robert Arnold	Catasauqua High School, Music
Andrew Gruver	Catasauqua High School, English
Janine Hemond	Catasauqua Middle School, 8 th Grade
Kimberly Labezius	Sheckler Elementary, Special Education
Jaclyn Nielsen	Sheckler Elementary, Special Education
Jami Rose Polony	Catasauqua Middle School, Special Education

H. Substitutes

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

Name	Assignment
Nicholas Roberts	Substitute Custodian

I. Nomination for Appointment

1. Name: Edward Heiser*
 Status: Custodial B
 Assignment: Districtwide
 Rate of Pay: As Per Collective Bargaining Agreement
 Benefits: As Per Collective Bargaining Agreement
 Effective: August 14, 2017

*Full Days without pay September 18 through September 25, 2017

J. Re-Approval of the Following Substitute Teachers for the 2017-2018 School Year:

The attached list of current Substitutes have requested to be re-approved for the 2017-2018 Substitute Employment List, pending receipt of their required clearances

17. CURRICULUM**A. Approval of Planned Courses of Study**

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

Current Events for the Global Citizen – Grades 10-12

Health & Wellness – Grades 1-4

Honors Accounting II – Grades 11 & 12

Humanities - Career Education – Grades 9 & 10

18. BOARD APPROVALS**A. Approval of Innovative Arts Academy Charter School Food Service Contract**

Superintendent requests for approval of the Innovative Arts Academy Charter School Food Service contract for the 2017-2018 school year. (redline)

B. Review of 2016 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 2016 or 2015 in accordance with board resolution of May 23, 2006.

C. Approval of Sheckler Elementary School Student Handbook 2017-2018 School Year

Request is made for board approval of the Sheckler Elementary School Student Handbook for the 2017-2018 school year as presented.

D. Approval of Catasauqua Middle School Student Guidelines 2017-2018 School Year

Request is made for board approval of the Catasauqua Middle School Student Guidelines for the 2017-2018 school year as presented.

E. Approval of Catasauqua High School Student Handbook Revisions 2017-2018 School Year

Request is made for board approval of the Catasauqua High School Student Handbook revisions.

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

Approval of Van/Bus Stops for the 2017-2018 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.

Items 16G, 16H, 16I, 16J, 17A, 18A, 18B, 18C, 18D, 18E, and 18F, were combined by Board request

ROLL CALL VOTE

MOTION BY: Cunningham SECONDED BY: Deitrich

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

NAY: 0

Six Ayes, Zero Nays, 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

Wayne Karess – provided an update on technology initiatives and an overview of the Jump Start training for iPads.

Eric Dauberman – Sheckler staff is preparing for teachers to begin on August 21st, and classroom assignment letters will be mailed this week.

Bryan Klass – We are busy preparing for the 2017-2018 school year.

Christina Lutz-Doemling – The 2017-2018 Professional Development calendar is being finalized.

David Ascani – Finalizing preparations for the start of school, the LCTI Orientation program format is changing, we are busy rolling out the iPads.

24. RECOGNITION OF GUESTS & VISITORS

25. NEXT MEETING DATES

A. Tuesday, September 12, 2017 7:00 P.M. School Board Meeting

26. ADJOURNMENT

MOTION BY: Deitrich

SECONDED BY: Cunningham

Motion carried

Time Adjourned: 7:45 P.M.

Respectfully submitted,

Duane Deitrich
Secretary