

**MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
TUESDAY, JUNE 22, 2010**

4767

PURPOSE The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Tuesday, June 22, 2010 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:05 P.M.

ROLL CALL Members present: Carol Cunningham, Penny Hahn, Mary Alice Hartranft, Robert Levine, Carol McCarthy, Donald Panto, Sally J. Reiss, Patricia Snyder and Guy Tolve

Non-members present: Robert J. Spengler, Superintendent
Kathleen Kotran, Coordinator of Instructional Technology
Federal Programs, and Community Education
Ronald DeMaio, Assistant to the Elementary Principal/
Literacy Coordinator
Melissa Inselmann, Middle School Principal
David Ascani, High School Principal
Bryan Klass, Assistant Middle School Principal
Wayne Karess, District Network Manager
Thomas R. Moll, II, Director of Student Activities
Lois Reed, Business Supervisor
David Knerr, Solicitor
Jessica Croll – Student Representative
Michael Serrano – Student Representative

Visitors: See list inserted in Permanent Minute Book

Pledge of Allegiance to the Flag was given.

NOTICE OF EXECUTIVE SESSIONS 1. Wednesday, May 19, 2010 – after special board meeting for personnel/legal issues
2. Wednesday, June 16, 2010 – 4:00 p.m. for personnel/legal issues

PRESENTATIONS/ AUDIENCE INPUT ON AGENDA A. Ronald DeMaio - presented Sheckler Elementary School Students of the Month for May 2010 with a certificate

<u>1st Grade</u>	<u>2nd Grade</u>	<u>3rd Grade</u>	<u>4th Grade</u>
Angelina Grate	Zachary Bolzau	Christian Dietrich	Shane Dolon
Angelique Martinez	Amber Kalnas	Katherine Stewart	Shaun McCartney

COMMITTEE REPORTS A. Buildings & Grounds – Sally J. Reiss– meeting held June 8, 2010
See minutes inserted in Permanent Minute Book

COMMITTEE REPORTS (continued)

- B. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
1. Student count
 2. John Weiseman – CMS student at Fiesta sold lemonade for kids with cancer
 3. Final ESPA agreement – passed
 4. Workers' Compensation – large increase
 5. New transportation director doing well
 6. Penny Hahn elected to Joint Coordinating Committee
- C. Lehigh Career & Technical Institute – Carol McCarthy
1. Summer Camp will get numbers for next pay
- D. Borough of Catasauqua – Mary Alice Hartranft
1. Borough still deciding to purchase FLSmidth property on Front Street
- E. Borough of North Catasauqua – Carol McCarthy
1. Small Town Carnival
- F. Lehigh Valley International Airport – Sally J. Reiss
No report
- G. Student Representatives
Reported to board what their plans are for the future.

MINUTES APPROVED BOARD WORKSHOP MEETING - MAY 4, 2010 Motion by Cunningham, seconded by Tolve, the minutes of the board workshop meeting held on May 4, 2010 be approved as presented. Motion carried.

MINUTES APPROVED REGULAR BOARD MEETING - MAY 10, 2010 Motion by Cunningham, seconded by Tolve, the minutes of the regular board meeting held on May 10, 2010 be approved as presented. Motion carried.

MINUTES APPROVED SPECIAL BOARD MEETING - MAY 19, 2010 Motion by Cunningham, seconded by Tolve, the minutes of the special board meeting held on May 19, 2010 be approved as presented. Motion carried.

MINUTES APPROVED BOARD WORKSHOP MEETING - JUNE 8, 2010 Motion by Cunningham, seconded by Tolve, the minutes of the board workshop meeting held on June 8, 2010 be approved as presented. Motion carried.

TREASURER'S REPORT MAY 2010 Motion by McCarthy, seconded by Tolve, the report of the Treasurer for May 2010 be approved as presented. Motion carried.

APPROVAL OF BUDGET TRANSFERS MAY 2010 Motion by Cunningham, seconded by Hartranft, approving the request for budget transfers for the month of May 2010.

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**APPROVAL FOR
PAYMENT OF ALL
ACCOUNTS PAYABLES
BILLS - JUNE 2010**

Motion by McCarthy, seconded by Hartranft, all accounts payables bills as presented in the amount of **\$173,330.46** be approved as follows:

General Fund Bills-A/P June 22, 2010	\$110,097.12
Cafeteria Bills – A/P June 22, 2010	42,366.24
Athletic Bills – A/P June 22, 2010	<u>20,867.10</u>
TOTAL	\$173,330.46

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**CHECK APPROVED
FOR ALBARELL
ELECTRIC**

Motion by Cunningham, seconded by Levine, to approve to pay general fund **check #21485** in the amount of **\$625.00** issued to Albarell Electric.

Roll Call – Cunningham aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Hahn abstained from voting due to Albarell Electric being her husband's employer. Zero nay. Motion carried.

**APPROVAL FOR
PAYMENT OF ALL
CONSTRUCTION FUND
BILLS - MAY 2010**

Motion by McCarthy, seconded by Cunningham, all construction fund bills as presented in the amount of **\$91,071.91** be approved as follows:

Construction Fund Bills-A/P June 22, 2010	<u>\$91,071.91</u>
TOTAL	\$91,071.91

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**CHECK APPROVED
FOR ALBARELL
ELECTRIC**

Motion by Reiss, seconded by Tolve, to approve to pay construction fund **check #1142** in the amount of **\$4,905.90** issued to Albarell Electric.

Roll Call – Cunningham aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Hahn abstained from voting due to Albarell Electric being her husband's employer. Zero nay. Motion carried.

**APPROVAL TO
RATIFY ALL MANUAL
BILLS
MAY 2010**

Motion by Reiss, seconded by McCarthy, all manual bills as presented in the amount of **\$1,206,182.40** be approved as follows:

General Fund Manual Checks – May 2010	\$ 99,963.63
Payroll – General Fund – May 2010	1,046,116.96
Payroll – Cafeteria – May 2010	28,000.06
Athletic Bills Manual Checks – May 2010	3,250.22
Activities Fund Bills – May 2010	<u>28,851.53</u>
TOTAL	\$1,206,182.40

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

APPROVAL TO RUN MANUAL CHECKS PRIOR TO JULY 12, 2010 BOARD MEETING END OF YEAR RECOMMENDATION Motion by McCarthy, seconded by Hartranft, granting approval to run manual checks on June 30, 2010, prior to July 12, 2010 board meeting – end of year recommendation.

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

ADOPTION OF THE ATHLETIC & CAFETERIA FUND BUDGETS 2010-2011 SCHOOL YEAR

Motion by Reiss, seconded by Levine, to adopt the Catasauqua Area School District athletic and cafeteria fund budgets for the school year 2010-2011 at this regular meeting of the school board.

RECOMMENDATION: That the Board of School Directors adopt the final adoption of the Athletic & Cafeteria fund Budgets of the Catasauqua Area School District for the 2010-2011 school year.

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye; McCarthy nay. One (1) nay. Motion carried.

ADOPTION OF THE 2010-2011 SCHOOL YEAR BUDGET

Motion by Cunningham, seconded by Reiss, there-upon the Secretary reported that the proposed final budget for the fiscal year of the Catasauqua Area School District beginning July 1, 2010 and ending June 30, 2011, a copy of which is inserted in the Permanent Minute Book, and has been duly advertised according to law and available for public inspection to all persons interested for more than twenty days prior to this meeting, it was:

RESOLUTION FOR THE FINAL ADOPTION OF BUDGET – 2010-2011

The Catasauqua Area School District Budget for the school year 2010-2011 and the taxes incorporated into the collection of needed receipts for the school district should be adopted at this meeting of the School Board. The budget has been duly advertised as prescribed by State Law. Millage is set at 50.56 mills.

Resolution Inserted in Permanent Minute Book

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

APPROVAL OF HOMESTEAD AND FARMSTEAD EXCLUSION RESOLUTION

Motion by McCarthy, seconded by Reiss, granting approval of the Homestead and Farmstead Exclusion Resolution.

Resolution Inserted in Permanent Minute Book

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**ADOPTION OF
RESOLUTION RE
APPROVING
FINANCIAL
INSTITUTIONS FOR
SCHOOL DISTRICT
2010-2011
SCHOOL YEAR**

Motion by Cunningham, seconded by Levine, to adopt the following resolution:

RESOLVED, that the Catasauqua Area School District authorize the following financial institutions to act as an approved depository for School District funds and/or temporary investments. The Catasauqua Area School District further authorizes the following recommended financial institutions to transfer any funds of deposit to any other school district account or to any other bank for the credit of the Catasauqua Area School District. And further authorizes the Superintendent and/or designee to enter into agreements, supplements or amendments to agreements to implement the foregoing of operation for the 2010-2011 school year.

**Wachovia Bank – A Wells Fargo Company
M & T Bank (Bonds – Paying Agent)
Pennsylvania Local Government Investment Trust (PLGIT)**

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**APPROVAL/RENEWAL
OF SERVICE
CONTRACTS**

Motion by Cunningham, seconded by McCarthy, approving the following property and/or service contracts as noted:

2. Service Provider: Access PA Database Support Center
Service: Online access fee
Location: Catasauqua High School
Amount: \$295.00
Term: July 1, 2010 - June 30, 2011

3. Service Provider: Advanced Management Software LLC
Service: Annual BusTracks Software License/Support
Location: Transportation/Districtwide
Amount: \$4,000.00
Term: July 1, 2010 – June 30, 2011

4. Service Provider: AlertNow
Service: Staff/Student/Parent Notification System
Location: Districtwide
Amount: \$3,825.00
Term: July 1, 2010 - June 30, 2011

5. Service Provider: Alternative Benefits Systems
Service: Estimate 40 Contracts x \$4/month and \$250 re-enrollment fee
Location: Districtwide
Amount: \$2,170.00
Term: July 1, 2010 – June 30, 2011

APPROVAL/RENEWAL OF SERVICE CONTRACTS (continued)

6. Service Provider: Assetworks
Service: Access to software for maintenance of fixed assets and inventory control
Location: Districtwide
Amount: \$1,300.00
Term: July 1, 2010 – June 30, 2011
7. Service Provider: BlendedSchools.net
Service: Online membership fee course management system – 500 users
Location: Catasauqua High School
Amount: \$16,500.00
Term: July 1, 2010 - June 30, 2011
8. Service Provider: Carbon-Lehigh Intermediate Unit #21
Service: Baracuda Networks 300GB offsite backup service
Location: Catasauqua High School (serving entire district)
Amount: \$3,390.66 <reflects possible 5% increase per CLIU
Term: July 1, 2010 - June 30, 2011
9. Service Provider: Carbon-Lehigh Intermediate Unit #21
Service: Driver Education Program
Location: Districtwide
Amount: \$2,150 (billed quarterly @ \$537.50)
Term: 2010-2011 School Year
10. Service Provider: Carrier Corporation
Service: Preventive Maintenance and Operating Maintenance on 2 Water Chillers, 4 Water Pumps, and 2 Cooling Towers
Location: Catasauqua High School
Amount: \$3,980.00
Term: July 1, 2010 - June 30, 2011
11. Service Provider: Chrin Hauling, Inc.
Service: Trash Removal & Recycling
Location: Districtwide (60%) & Cafeteria (40%)
Amount: \$1,749.53/month = Total \$20,994.38
Term: July 1, 2010 - June 30, 2011
12. Service Provider: Communication Systems, Inc.
Service: Central monitoring service contract, including basic UL monitoring, daily testing & 2-way voice monitoring for the security & fire alarm systems
Location: Catasauqua High School
Amount: \$552.00
Term: July 1, 2010 - June 30, 2011

APPROVAL/RENEWAL OF SERVICE CONTRACTS (continued)

13. Service Provider: Communication Systems, Inc.
Service: Security system preventative maintenance
Location: Catasauqua High School
Amount: \$1,520.00
Term: July 1, 2010 - June 30, 2011
14. Service Provider: eSm Solutions Corp. dba eSchoolMall
Service: Easy Purchase Software – Annual Hosting & Support Fee for district supply purchases
Location: Districtwide
Amount: \$3,000.00
Term: July 1, 2010 - June 30, 2011
15. Service Provider: Interstate Tax Service, Inc.
Service: Quarterly bill for Unemployment Compensation
Location: Districtwide
Amount: Estimated \$912 based on number of employees per quarter
Term: July 1, 2010 - June 30, 2011
16. Service Provider: EnviraHealth Corporation
Service: Microbial samples to be tested twice yearly, 60 samples per year/30 samples per testing/10 samples per school per testing (prices and conditions same as 2010-2011 agreement)
Location #1: Sheckler Elementary School
Amount: \$3,292.00
Location #2: Catasauqua Middle School
Amount: \$3,292.00
Location #3: Catasauqua High School
Amount: \$3,292.00
Total amount: \$9,876.00 per year
Term: July 1, 2010 - June 30, 2011
17. Service Provider: Food Service Solutions
Service: FSS – Point of Sale (POS) Phone Net Support and Software Upgrades
Location: Cafeteria
Amount: \$995.00
Term: July 1, 2010 – June 30, 2011
18. Service Provider: Harris Computer
Service: Financial Software Package
Location: Districtwide
Amount: \$33,307.00
Term: July 1, 2010 – June 30, 2011

APPROVAL/RENEWAL OF SERVICE CONTRACTS (continued)

19. Service Provider: HealthWorks
Service: Medical Examiner Services
Location: Districtwide
Amount: \$4,709.00
Term: July 1, 2010 – June 30, 2011
20. Service Provider: HealthWorks
Service: a. on-site physician fee \$150.00/hour
b. Certified Registered Nurse Practitioner \$ 75.00/hour
c. DOT Urine Drug Screen Consortium Pool \$15.00/employee
d. NON DOT Urine Drug Screen Consortium Pool \$15.00/employee
e. Random DOT/NON DOT Urine Drug Screen \$35.00/screen
f. Breath Alcohol Testing \$25.00/screen
Location: Districtwide
Amount: \$1,280.00 (estimated)
Term: July 1, 2010 – June 30, 2011
21. Service Provider: IntegraOne
Service: Cisco SMARTnet onsite premium – provides repair/replacement services on core equipment on district data network
Covers: PIX firewall - Router
4506 Core Switch (Catasauqua High School)
Location: Districtwide
Amount: \$6,267.48
Term: July 1, 2010 - June 30, 2011
22. Service Provider: Invo HealthCare Associates, Inc.
Service: Occupational Therapy
Location: Districtwide
Amount: \$59.00/hour – plus mileage
Term: July 1, 2010 - June 30, 2011
23. Service Provider: IPS Laser Express
Service: HP Color LaserJet maintenance contract – providing annual cleaning/ maintenance plus repair labor
Covers: -HP Color LaserJet 4600N – Admin. Office – S/N JPCKB34356
-HP Color LaserJet 4600N - Sheckler Office - S/N JPCKC37786
-HP Color LaserJet 4600N - Sheckler Computer Lab - S/N JPFMF24327
-HP Color LaserJet 4700N - CMS Library - S/N JP8LB48893
-HP Color LaserJet 4700N - CHS Library - S/N JPTLB70860
Location: Districtwide as noted
Amount: \$895.00
Term: July 1, 2010 - June 30, 2011

APPROVAL/RENEWAL OF SERVICE CONTRACTS (continued)

24. Service Provider: Keeler Company, Inc.
Service: Provide water treatment, supplies & labor for water systems
Location: Catasauqua High School
Amount: \$2,495.00
Term: July 1, 2010 - June 30, 2011
25. Service Provider: Lazer Micr
Service: Repair/Maintenance Business Equipment
Location: Administration
Amount: \$177.50
Term: August 11, 2010 – August 10, 2011
26. Service Provider: MIDCOM Data Technologies, Inc. (two printers)
a. Service: IBM 1332 w/duplex Tenex printer service contract
b. Service: IBM INF1140 w/accessories Tenex printer service contract
Location: Administration Office
Amount: \$1,200.00
Term: July 1, 2010 - June 30, 2011
27. Service Provider: OAA Orthopaedic Specialists
Service: Trainer Services
Location: Athletics Districtwide
Amount: \$68,600.00 (two full-time ATC's) (paid by Athletics)
Term: July 1, 2010 - June 30, 2011
28. Service Provider: Physio Control, Inc.
Service: AED one on site inspection per year with one Lithium battery
Location: One at each school
Amount: \$1,125.00/term
Term: July 1, 2010 – June 30, 2011
29. Service Provider: Professional Software for Nurses, Inc.
Service: Annual support/maintenance contract renewal module records
Location: Districtwide school buildings
Amount: \$837.00
Term: September 1, 2010 – August 31, 2011
30. Service Provider: Safety Kleen
Service: 26 week service charge parts washer
Location: Catasauqua Middle School
Amount: \$465.50
Term: July 1, 2010 - June 30, 2011

APPROVAL/RENEWAL OF SERVICE CONTRACTS (continued)

31. Service Provider: Siemans
Service: Building management systems/provide quarterly inspections of the system to ensure proper system operation & technical assistance
Location: Catasauqua Middle School
Amount: \$5,390.00
Term: July 1, 2010 - June 30, 2011
32. Service Provider: Simplex Grinnell LP
Service: Fire Alarm inspection & monitoring
Location: Sheckler Elementary School
Amount: \$2,057.00
Term: July 1, 2010 - June 30, 2011
33. Service Provider: Simplex Grinnell LP
Service: Annual fire alarm system inspection & maintenance
Location: Catasauqua High School
Amount: \$5,091.00
Term: July 1, 2010 - June 30, 2011
34. Service Provider: Simplex Grinnell LP
Service: Annual fire alarm system inspection & maintenance
Location: Catasauqua Middle School
Amount: \$2,892.00
Term: July 1, 2010 - June 30, 2011
35. Service Provider: Simplex Grinnell LP
Service: (17) 10 lb. ABC Dry Chemical extinguisher maintenance
Location: Sheckler Elementary School
Amount: \$663.00 (\$39.00 each)
Term: July 1, 2010 - June 30, 2011
36. Service Provider: Simplex Grinnell LP
Service: (2) 5 lb. ABC Dry Chemical extinguisher maintenance
Location: Sheckler Elementary School
Amount: \$64.00 (\$32.00 each)
Term: July 1, 2009 - June 30, 2010
37. Service Provider: Simplex Grinnell LP
Service: (3) 10 lb. ABC Dry Chemical extinguisher maintenance
Location: Catasauqua Middle School
Amount: \$117.00 (\$39.00 each)
Term: July 1, 2010 - June 30, 2011

APPROVAL/RENEWAL OF SERVICE CONTRACTS (continued)

38. Service Provider: Simplex Grinnell LP
Service: (37) 5 lb. ABC Dry Chemical extinguisher maintenance
Location: Catasauqua High School
Amount: \$1,184.00 (\$39.00 each)
Term: July 1, 2010 - June 30, 2011
39. Service Provider: Simplex Grinnell LP
Service: Semi-annual inspection of 1 single cylinder kitchen suppression system, blow off caps and up to 3 links at each inspection
Location: Sheckler Elementary School Cafeteria
Amount: \$180.00
Term: July 1, 2010 - June 30, 2011
40. Service Provider: Simplex Grinnell LP
Service: Semi-annual inspection of 1 single cylinder kitchen suppression system, blow off caps and up to 3 links at each inspection
Location: Catasauqua Middle School Cafeteria
Amount: \$180.00
Term: July 1, 2010 - June 30, 2011
41. Service Provider: Simplex Grinnell LP
Service: Semi-annual inspection of 1 single cylinder kitchen suppression system, blow off caps and up to 3 links at each inspection
Location: Catasauqua High School Cafeteria
Amount: \$180.00
Term: July 1, 2010 - June 30, 2011
42. Service Provider: Simplex Grinnell LP
Service: Annual inspection & maintenance of approximately 38 portable fire extinguishers
Location: Sheckler Elementary School
Amount: \$76.00 (\$2.00/unit)
Term: July 1, 2010 - June 30, 2011
43. Service Provider: Simplex Grinnell LP
Service: Annual inspection & maintenance of approximately 28 portable fire extinguishers
Location: Catasauqua Middle School
Amount: \$56.00 (\$2.00/unit)
Term: July 1, 2010 - June 30, 2011

APPROVAL/RENEWAL OF SERVICE CONTRACTS (continued)

44. Service Provider: Simplex Grinnell LP
Service: Annual inspection & maintenance of approximately 38 portable fire extinguishers
Location: Catasauqua High School
Amount: \$76.00 (\$2.00/unit)
Term: July 1, 2010 - June 30, 2011
45. Service Provider: Simplex Grinnell LP
Service: Annual sprinkler system inspection, fire pump full flow test, and Backflows inspection
Location: Catasauqua High School
Amount: \$1,165.00
Term: July 1, 2010 - June 30, 2011
46. Service Provider: Simplex Grinnell LP
Service: Annual inspection & maintenance of approximately 27 portable fire extinguishers located in district buses
Location: Catasauqua Middle School – Transportation Lot
Amount: \$54.00 (\$2.00/unit)
Term: July 1, 2010 - June 30, 2011
47. Service Provider: Simplex Grinnell LP
Service: (5) 5 lb. ABC Dry Chemical extinguisher maintenance
Location: Catasauqua Middle School – Transportation Lot
Amount: \$160.00 (\$32.00/unit)
Term: July 1, 2010 - June 30, 2011
48. Service Provider: Simplex Grinnell LP
Service: Annual inspection of kitchen suppression system in April, tank removal in November, tank storage, blow off caps and up to 3 links at inspection
Location: Alumni Field concession stand
Amount: \$175.00
Term: July 1, 2010 - June 30, 2011
49. Service Provider: ThyssenKrupp Elevator
Service: Full preventative maintenance service (3 units)
Location: Districtwide buildings
Amount: \$3,960.00
Term: July 1, 2010 - June 30, 2011

APPROVAL/RENEWAL OF SERVICE CONTRACTS (continued)

50. Service Provider: TSA Consulting Group, Inc.
Service: Fiscal Year Compliance Edge Service
Location: Districtwide
Amount: \$2 per person – estimated 50 participants per month \$1,200.00
Term: July 1, 2010 – June 30, 2011

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

APPROVAL OF RECOMMENDED INSURANCE QUOTES Motion by McCarthy, seconded by Tolve, approving the following insurance policies for the 2010-2011 school year

	<u>2009-2010</u>	<u>2010-2011</u>
Student Accident Insurance/All Sports Insurance (A-G Administrators, Inc. underwritten by U.S. Fire Insurance Co.)	\$11,250	\$7,400 (less \$3,850)
Workers' Compensation (SBIC) (based on an estimated amount for payroll)	\$124,623	\$162,132
Long-Term Disability (PSBA – Assurant)	\$.31/\$100 of payroll Est. \$5,207	\$.31/\$100 of payroll Est. \$5,200
Short-Term Disability (PSBA – Assurant)	\$.65/\$100 of payroll Est. \$4,914	\$.65/\$100 of payroll Est. \$4,914
Life Insurance (PSBA – Assurant)	\$.15/\$1,000	\$.15/\$1,000
Accidental/Death/Dismemberment	\$.02/\$1,000 Est. \$20,075	\$.02/\$1,000 Est. \$20,000

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

PERSONNEL MATTERS - 2009-2010 and 2010-2011 SCHOOL YEARS Motion by Cunningham, seconded by Hartranft, approving personnel for the 2009-2010 and 2010-2011 school years as noted:

A. Substitute Employees – 2010-2011 School Year

The following applicants have approved to be added to the substitute employment list for the 2010-2011 school year as follows:

Debra DeAngeles	Day-to-Day Substitute Teacher and Substitute Certified Instructional Aide
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PERSONNEL MATTERS – 2009-2010 AND 2010-2011 SCHOOL YEARS (continued)**B. Removal of Substitute Employees**

The following applicants have been approved to be removed from the substitute employment list effective immediately for the 2009-2010 school year as follows:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Kristina O'Neill	Day-to-Day Substitute Teacher and Substitute Certified Instructional Aide	Full-time employment

C. Nomination for Appointment1. Daniel Kotran

Status:	Art Teacher
Assignment:	Sheckler Elementary School
Salary:	Starting Teacher Salary
Step:	Step 1
Credits:	B.S. + 0 credits
Years:	Start at year 1
Benefits:	As per Collective Bargaining Agreement
Effective:	August 25, 2010

2. Laura Gregson

Status:	3 rd Grade Teacher
Assignment:	Sheckler Elementary School
Salary:	Starting Teacher Salary
Step:	Step 1
Credits:	B.S. + 0 credits
Years:	Start at year 1
Benefits:	As per Collective Bargaining Agreement
Effective:	August 25, 2010

D. Letter of Resignation1. Joseph Russo

Status:	Assistant Volunteer Wrestling Coach
Assignment:	Catasauqua Area School District Athletics
Effective:	November 9, 2009
Reason:	Personal

2. John Yanek

Status:	Head Girls' Volleyball Coach
Assignment:	Catasauqua Area School District Athletics
Effective:	Immediately
Reason:	Personal

3. DiAnne Galm

Status:	Assistant Girls' Volleyball Coach
Assignment:	Catasauqua Area School District Athletics
Effective:	Immediately
Reason:	Personal

PERSONNEL MATTERS – 2009-2010 AND 2010-2011 SCHOOL YEARS (continued)**E. Appointment of Extra-Curricular Positions – 2010-2011 School Year**

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2010-2011 school year.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Sharon Seritsky	Middle School Activity Coordinator	\$ 858
Erica Schlamp	Audio-Visual Coordinator - Sheckler	\$1,594
Alexis Sziy	Freshman Class Advisor	\$ 594
James D'Annibale	Marching Unit Director	\$3,873
Christopher D'Annibale	Marching Band Music Coordinator	\$1,080
Stephanie Sobler	Marching Band Front Coordinator	\$2,280
Laura Hafner*	Marching Band Assistant	Volunteer*

*Pending receipt of required employment forms

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**APPROVAL OF
TEAMSTERS
COLLECTIVE
BARGAINING
AGREEMENT**

Motion by McCarthy, seconded by Cunningham, to enter into a Collective Bargaining Agreement with Teamsters Local 773 in the form presented to the meeting.

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Hartranft abstained from voting. Zero nay. Motion carried.

**ADOPTION OF
ACT 93 AGREEMENT
ADMINISTRATOR
COMPENSATION
PLAN**

Motion by Cunningham, seconded by McCarthy, approving the Act 93 Agreement Administrator Compensation Plan for the school years 2010-2011, 2011-2012 and 2012-2013.

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Hartranft abstained from voting. Zero nay. Motion carried.

At this time – Board Member Robert Levine left meeting.

PERSONNEL MATTERS – 2009-2010 AND 2010-2011 SCHOOL YEARS (continued)

Motion by Cunningham, seconded by Tolve, granting approval to adopt salaries for the following staff for the 2010-2011 school year as per attached schedules/agreements.

H. Adoption of Salaries and Rates for the 2010-2011 School Year

- | | |
|---------------------------------------|--|
| 1. Secretaries | 7. Custodial Personnel |
| 2. Part-Time Clerks | 8. Cafeteria Personnel |
| 3. Youth Services Coordinators | 9. Transportation Personnel |
| 4. Technical Assistant | 10. Administrators |
| 5. Miscellaneous | 11. Substitute Coordinator Caller |
| 6. Miscellaneous Substitutes | |

With the exception of Pamela Panto – Part-Time Clerk

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Hartranft abstained from voting. Zero nay. Motion carried.

Motion by McCarthy, seconded by Cunningham, granting approval to adopt salaries for the following staff for the 2010-2011 school year as per attached schedules/agreements.

H. Adoption of Salaries and Rates for the 2010-2011 School Year**2. Part-Time Clerk – Pamela Panto****ROLL CALL VOTE**

Roll Call – Cunningham aye, Hahn aye, McCarthy aye, Reiss aye, Snyder aye, and Tolve aye. Hartranft abstained from voting. Panto abstained from voting due to said employee being his wife. Zero nay. Motion carried.

At this time – Board Member Robert Levine returned to meeting.

APPROVAL OF K-6 WRITING PLAN 2010-2011 SCHOOL YEAR Motion by McCarthy, seconded by Cunningham, to approve the request for the K-6 Writing Plan for the 2010-2011 school year.
ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

APPOINTMENT OF STUDENT REPRESENTATIVES (2) TO THE BOARD OF SCHOOL DIRECTORS 2010-2011 SCHOOL YEAR Motion by Tolve, seconded by Cunningham, approving the appointment of the following as the two (2) Student Representatives to the Board of School Directors for the 2010-2011 school year.
Drew Carfara
Nicole Meckes

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**APPOINTMENT OF
SCHOOL DENTIST
2010-2011
SCHOOL YEAR**

Motion by Reiss, seconded by McCarthy, approving the appointment of the school dentist for the 2010-2011 school year as follows:

Mobile Dentists & Smile Programs
25882 Orchard Lake Road, Suite #105
Farmington Hills, Michigan 48336

No cost to district
One year term – renewed automatically annual basis
July 1, 2010 - June 30, 2011

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**APPROVAL TO
ATTEND – CONFS.,
SEMINARS, ETC.**

Motion by Cunningham, seconded by McCarthy, granting approval to the following to attend conferences, seminars, etc., as listed:

C. Approval to Attend – conferences, Seminars, etc.

1. Name of Employee(s): David Knerr, School Solicitor
Dates Requested: July 8 & 9, 2010
Conference Title: School Solicitors' Symposium
Sponsored By: PSBA
Location: Penn Stater Conference Center Hotel
State College, PA
Estimated Mileage: \$165.22
Meals: \$30.00
Lodging: \$142.00
Registration: \$359.00
Estimated Cost to District: \$696.22 (w/o mileage = \$531.00)

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**SECOND REVISION
READING -
APPROVAL OF
POLICY #229 -
SOLICITATION OF
FUNDS BY OR
FROM STUDENTS**

Motion by McCarthy, seconded by Tolve, granting approval for the second revision reading to approve the following policy(ies):

Section: PUPILS
Policy #: #229
Title: Solicitation of Funds by or From Students

See policy(ies) inserted in Permanent Minute Book

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**APPROVAL TO
ADVERTISE DATES
OF INFORMATION
SESSIONS AND
BOARD MEETINGS
2010-2011
SCHOOL YEAR**

Motion by Cunningham, seconded by McCarthy, approving board request as follows:

Approval of Schedule of Board Meetings 2010-2011 School Year

In accordance with provisions of Act 175 of 1974, the school district must publish and advertise a schedule of Public School Board meetings for each fiscal school year. The adopted schedule as listed below is for the fiscal year beginning July 1, 2010 and ending June 30, 2011. Regular board meetings are generally scheduled for the second Monday of each month and will be held in the District Administration Office, 201 North 14th Street, Catasauqua, PA (exceptions are so noted) at 7:00 P.M. prevailing time. Board Workshop Meetings are generally scheduled for the Tuesday before the second Monday of each month at 7:00 P.M., and will be held in the District Administration Office, 201 North 14th Street, Catasauqua, PA (exceptions are so noted). The school district reserves the right to make changes in this schedule if circumstances require. The board may take action at a workshop meeting.

July	No Board Workshop Meeting Board Meeting	July 12, 2010
August	Board Workshop Meeting Board Meeting	August 3, 2010 August 9, 2010
September	Board Workshop Meeting Board Meeting	September 7, 2010 September 13, 2010
October	Board Workshop Meeting Board Meeting	October 5, 2010 October 11, 2010
November	Board Workshop Meeting (Board Workshop Meeting to be held at Lehigh Career & Technical Institute, 4500 Education Park, Schnecksville, PA) Board Meeting	November 2, 2010 November 8, 2010
December	No Board Workshop Meeting Board Meeting	December 6, 2010
January	Board Workshop Meeting Board Meeting	January 4, 2011 January 10, 2011
February	Board Workshop Meeting Board Meeting	February 8, 2011 February 14, 2011
March	Board Workshop Meeting Board Meeting	March 8, 2011 March 14, 2011
April	Board Workshop Meeting Board Meeting	April 5, 2011 April 11, 2011
May	Board Workshop Meeting Board Meeting	May 3, 2011 May 9, 2011
June	Board Workshop Meeting Board Meeting	June 7, 2011 June 15, 2011 (Wednesday)

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**APPROVAL OF
SCHEDULE OF
COMMITTEE
MEETINGS**

Motion by Cunningham, seconded by McCarthy, granting approval for the following list of committee meetings for the 2010-2011 school year:

Catasauqua Area School District Board of School Directors meetings will be held as follows, to discuss any business that may be brought before the committees:

Buildings & Grounds – 5:30 P.M. – District Administration Office Board Room

No meeting in July
August 3, 2010
September 7, 2010
October 5, 2010
November 2, 2010
No meeting in December
January 4, 2011
February 8, 2011
March 8, 2011
April 5, 2011
May 3, 2011
June 7, 2011

The following committee meetings will be held in the District Administration Office Board Room as listed:

Academics & Education Committee	4:00 P.M.
Policy Committee	5:00 P.M.
Athletic Council	6:00 P.M.
Finance Committee	7:15 P.M.

No meeting in July
August 5, 2010
September 2, 2010
October 7, 2010
November 4, 2010
No meeting in December
January 6, 2011
February 3, 2011
March 3, 2011
April 7, 2011
May 5, 2011
June 2, 2011

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**APPROVAL OF
ONLINE SUMMER
SCHOOL**

Motion by McCarthy, seconded by Tolve, approving the request to partner with Southern Lehigh School District to offer a middle school/high school online summer school program taught by both Catasauqua Area and Southern Lehigh School District teachers. The tuition will be \$175/course and the tuition payment is the responsibility of the parent/guardian.

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

**LETTERS OF
COMMENDATION**

1. From Lois Reed
 - A. To Kellie Browne and Robert Johnson – exemplary service and commitment to continuing operation of central copying. Appreciated flexibility & work ethic.
2. From Sally J. Reiss
 - A. To Robert J. Spengler – terrific job of reducing annual budget with result that there was no millage increase whatsoever.

PERSONNEL MATTERS – 2009-2010 AND 2010-2011 SCHOOL YEARS (continued)

Motion by Cunningham, seconded by Tolve, to approve Chad Werkheiser as Head Girls' Basketball Coach for the 2010-2011 school year at the stipend of \$5,700, pending receipt of required employment forms.

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

Motion by Cunningham, seconded by Tolve, to hold a convention for the purpose of electing a district superintendent at the next regular meeting of the board on July 12, 2010, commencing at 7:00 P.M. at the District Administration Office, 201 North 14th Street, Catasauqua, PA

ROLL CALL VOTE

Roll Call – Cunningham aye, Hahn aye, Hartranft aye, Levine aye, McCarthy aye, Panto aye, Reiss aye, Snyder aye, and Tolve aye. Zero nay. Motion carried.

INFORMATION ITEMS

1. David Ascani – thanked board for their support
2. Ronald DeMaio – thanked board for his position and their support
3. Melissa Inselmann – thanked board for their support
4. Kathleen Kotran - thanked board for their support
5. Wayne Karess - thanked board for their support
6. Robert Levine – thanked everyone for a zero mill increase in budget

INFORMATION ITEMS (continued)

7. Carol Cunningham – helped with Graduation – was wonderful experience
8. Thomas Moll
 - A. Spring sports did well
 - B. June 1, 2010 – All-Sports banquet went well
 - C. July 31, 2010 – 3rd Annual Golf Tournament
9. Robert J. Spengler – Middle School library will be opened 10:00 a.m. to 11:30 a.m. on June 29, July 13, July 27, and August 17, 2010

NEXT SCHOOL BOARD/COMMITTEE MEETING DATE(S)

No board workshop in July – no committee meetings in July

A. Monday, July 12, 2010	7:00 P.M.	Board Meeting District Administration Office Board Room
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ADJOURNMENT Motion by McCarthy, seconded by Reiss, to adjourn meeting.
Meeting adjourned at 8:45 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary