

AGENDA
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
Wednesday, June 10, 2009 – 7:00 P.M.

1. CALL TO ORDER.....President Penny Hahn

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

- A. By notice of the President, Board Members are advised that votes on financial and other matters may require a roll call vote as defined. The minutes should also note that Public Notice was given for this meeting in accordance with School Board Policy.
- B. Roll Call – Secretary

4. NOTICE OF EXECUTIVE SESSIONS

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

- A. Sheckler Elementary School Students of the Month – May 2009 – Eric Dauberman
- B. Catasauqua Middle School Students of the Month – May 2009 – Melissa Inselmann

6. SPECIAL BOARD & COMMITTEE REPORTS

- A. Buildings & Grounds – Shannon Reinhard – June 2, 2009
- B. Academics & Education – Carol Cunningham – June 4, 2009
- C. Athletic Council – Penny Hahn – June 4, 2009
- D. Borough of Catasauqua – Shannon Reinhard
- E. Student Representatives

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. Regular school board meeting held on Monday, May 11, 2009

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

8. APPROVAL OF TREASURER’S REPORT FOR MAY 2009

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

9. APPROVAL OF BUDGET TRANSFERS (attachment)

Approval is requested for budget transfers for the month of May 2009.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS (June 2009) (attachment)

MOTION BY _____ SECONDED BY _____
NUMBER AYE _____ NUMBER NAY _____

11. APPROVAL TO RATIFY ALL MANUAL BILLS (May 2009) (attachment)

MOTION BY _____ SECONDED BY _____
NUMBER AYE _____ NUMBER NAY _____

12. FINANCIAL

A. APPROVAL TO RUN MANUAL CHECKS ON JUNE 30, 2009 - PRIOR TO JULY 13, 2009 BOARD MEETING - END OF YEAR RECOMMENDATION

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
NUMBER AYE _____ NUMBER NAY _____

B. Approval of Lunch Prices for 2009-2010 School Year

Recommendation from the Food Service Manager for the 2009-2010 school year, to approve the following lunch and beverage prices.

	<u>2008-09</u>	<u>2009-10</u>		<u>2008-09</u>	<u>2009-10</u>
Elem. Milk/Beverage	\$.50	\$.60	Second. Milk/Beverage	\$.60	\$.70
Ala Carte	(see attached list)				

NOTE: Increases in bold, per Daniel Muthersbaugh, Food Service Director

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
NUMBER AYE _____ NUMBER NAY _____

C. FINAL ADOPTION OF ATHLETIC & CAFETERIA FUND BUDGETS FOR 2009-2010

The Catsauqua Area School District athletic and cafeteria fund budgets for the school year 2009-2010 for the school district should be adopted 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 Catsauqua Area School District for the 2009-2010 school year.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
NUMBER AYE _____ NUMBER NAY _____

12. FINANCIAL (continued)

D. RESOLUTION FOR THE FINAL ADOPTION OF BUDGET FOR 2009-2010

The Catasauqua Area School District budget for the school year 2009-2010 and the taxes incorporated into the collection of needed receipts for the school district should be adopted at this regular meeting of the School Board. The budget has been duly advertised as prescribed by State Law. (ATTACHMENT – RESOLUTION) (Public School Code Section 687)

RECOMMENDATION: That the Board of School Directors adopt the Resolution for the Final Adoption of the General Fund Budget of the Catasauqua Area School District for the 2009-2010 school year.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

E. Approval of Homestead and Farmstead Exclusion Resolution

Request approval of the Homestead and Farmstead Exclusion Resolution.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

F. Approval of Financial Institutions

Administration recommends that the School Board adopt the following resolution approving financial depositories for the school district for the school year 2009-2010.

RESOLUTION – FINANCIAL INSTITUTIONS

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 implement the foregoing of operation for the 2009-2010 school year.

- Wachovia
- M & T Bank (Bonds – Paying Agent)
- Pennsylvania Local Government Investment Trust (PLGIT)

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

12. FINANCIAL (continued)

G. Approval/Renewal of Service Contracts

The following property-professional service contracts are presented for approval:

1. Service Provider: Albarell Electric, Inc.
 Service: Preventive Maintenance – Generator
 maintenance includes two (2) visits per year including oil
 and filter on the first visit
 Location: Sheckler Elementary School
 Amount: \$810.00
 Term: July 1, 2009 - June 30, 2010

2. Service Provider: Albarell Electric, Inc.
 Service: Preventive Maintenance – Generator
 maintenance includes two (2) visits per year including oil
 and filter on the first visit
 Location: Catasauqua Middle School
 Amount: \$810.00
 Term: July 1, 2009 - June 30, 2010

3. Service Provider: Albarell Electric, Inc.
 Service: Preventive Maintenance – Generators (2)
 maintenance includes two (2) visits per year including oil
 and filter on the first visit
 Location: Catasauqua High School
 Amount: \$1,620.00
 Term: July 1, 2009 - June 30, 2010

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

G. Approval/Renewal of Service Contracts (continued)

4. Service Provider: Access PA Database Support Center
 Service: Online access fee
 Location: Sheckler Elementary School
 Amount: \$180.00
 Term: July 1, 2009 - June 30, 2010

5. Service Provider: Access PA Database Support Center
 Service: Online access fee
 Location: Catasauqua Middle School
 Amount: \$180.00
 Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

6. Service Provider: Access PA Database Support Center
Service: Online access fee
Location: Catasauqua High School
Amount: \$180.00
Term: July 1, 2009 - June 30, 2010
7. Service Provider: Advanced Management Software LLC
Service: Annual BusTracks Software License/Support
Location: Transportation/Districtwide
Amount: \$4,000.00
Term: July 1, 2009 – June 30, 2010
8. Service Provider: Assetworks
Service: Access to software for maintenance of fixed assets and inventory control
Location: Districtwide
Amount: \$1,300.00
Term: July 1, 2009 – June 30, 2010
9. Service Provider: BlendedSchools.net
Service: Online membership fee course management system – 500 users
Location: Catasauqua High School
Amount: \$15,000.00
Term: July 1, 2009 - June 30, 2010
10. Service Provider: Carbon-Lehigh Intermediate Unit #21
Service: Baracuda Networks 300GB offsite backup service
Location: Catasauqua High School (serving entire district)
Amount: \$3,229.20
Term: July 1, 2009 - June 30, 2010
11. 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: \$3,996.00
Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

12. Service Provider: Central Command, Inc.
 Service: Vexira AntiVirus for 925 WIN Workstations
 Location: Districtwide
 Amount: \$5,061.50
 Term: July 1, 2009 – June 30, 2010
13. 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, 2009 - June 30, 2010
14. 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, 2009 - June 30, 2010
15. Service Provider: Communication Systems, Inc.
 Location: Catasauqua Middle School
 a. Service: Central monitoring services renewal contract for fire and security alarm systems
 Amount: \$408.00
 b. Service: Sound/Clock system preventative maintenance
 Amount: \$1,995.00
 Term: July 1, 2009 - June 30, 2010
16. Service Provider: Communication Systems, Inc.
 Service: Security system preventative maintenance
 Location: Catasauqua High School
 Amount: \$1,520.00
 Term: July 1, 2009 - June 30, 2010
17. Service Provider: Culligan Water Conditioning co.
 Service: Preventative Maintenance/Water Softener System
 Location: Sheckler Elementary School
 Amount: \$640.00
 Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)

G. Approval/Renewal of Service Contracts (continued)

18. Service Provider: eSm Solutions Corp. dba eSchoolMall
 Service: Easy Purchase Software – Annual Hosting & Support Fee for district supply purchases
 Location: Districtwide
 Amount: \$2,885.00
 Term: July 1, 2009 - June 30, 2010
19. Service Provider: J. C. Ehrlich Co., Inc.
 Service: Preventive Pest Control Program
 Location: Sheckler Elementary School
 Amount: \$636.00
 Term: July 1, 2009 - June 30, 2010
20. Service Provider: J. C. Ehrlich Co., Inc.
 Service: Preventive Pest Control Program
 Location: Catasauqua Middle School
 Amount: \$1,584.00
 Term: July 1, 2009 - June 30, 2010
21. Service Provider: J. C. Ehrlich Co., Inc.
 Service: Preventive Pest Control Program
 Location: Catasauqua High School
 Amount: \$1,746.00
 Term: July 1, 2009 - June 30, 2010
22. 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 2009-2010 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, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

23. 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, 2009 – June 30, 2010
24. Service Provider: HealthWorks
Service: Medical Examiner Services
Location: Districtwide
Amount: \$4,572
Term: July 1, 2009 – June 30, 2010
25. Service Provider: HealthWorks
Service: DOT urine & alcohol testing pool consortium fee-per person (\$575)
\$15 in DOT pool and \$15 in NON-DOT pool
plus per event charges - \$40 urine drug screen panel (\$800)
\$20 breath alcohol testing
\$30 random DOT/NON-DOT urine drug screen with MRO review
Location: Districtwide
Amount: \$1,375.00 (estimated)
Term: July 1, 2009 – June 30, 2010
26. 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)
3550 Core Switch (Catasauqua Middle School)
3550 Core Switch (Sheckler Elementary School)
Location: Districtwide
Amount: \$8,727.45
Term: July 1, 2009 - June 30, 2010
27. Service Provider: IntegraOne
Service: HP Car Pack 4-hour same day hardware support on three (3) HP DL380 servers and one (1) HP DL360 server
Location: Catasauqua High School (serving entire district)
Amount: \$2,761.00
Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

28. Service Provider: Invo HealthCare Associates, Inc.
Service: Occupational Therapy
Location: Districtwide
Amount: \$58.00/hour
Term: July 1, 2009 - June 30, 2010
29. 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 Psychologist Office - S/N JPCKC37786
-HP Color LaserJet 4600N - Sheckler Computer Lab - S/N JPFMF24327
-HP Color LaserJet 4550N - CMS Library - S/N JPCCF18496
-HP Color LaserJet 4700N - CHS Library - S/N JPTLB70860
Location: Districtwide as noted
Amount: \$895.00
Term: July 1, 2009 - June 30, 2010
30. Service Provider: Johnson Controls, Inc.
Service: Building management system – provide quarterly inspections of the system to ensure proper system operation, correct overridden points & frequent alarms as time permits, trend & access necessary points for corrective measures as time permits, phone support by technicians for minor service needs, includes all mileage
Location: Catasauqua High School
Amount: \$4,660.00
Term: July 1, 2009 - June 30, 2010
31. Service Provider: Keeler Company, Inc.
Service: Provide water treatment, supplies & labor for water systems
Location: Catasauqua High School
Amount: \$2,420.00
Term: July 1, 2009 - June 30, 2010
32. Service Provider: Kistler O'Brien, Inc.
Service: (7) 10 lb. ABC extinguishers due for 6 year maintenance
Location: Sheckler Elementary School
Amount: \$364.00 (\$52 each)
Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

33. Service Provider: Kistler O'Brien, Inc.
Service: (1) 10 lb. ABC extinguishers due for 6 year maintenance
Location: Catasauqua Middle School
Amount: \$52 each
Term: July 1, 2009 - June 30, 2010
34. Service Provider: Kistler O'Brien, Inc.
Service: Semi-annual inspection of 1 single cylinder kitchen hood fire suppression system, 3 fusible links replacements & 1 microswitch reset
Location: Sheckler Elementary School Cafeteria
Amount: \$325.50
Term: July 1, 2009 - June 30, 2010
35. Service Provider: Kistler O'Brien, Inc.
Service: Semi-annual inspection of 1 single cylinder kitchen hood fire suppression system, 3 fusible links replacements & 1 microswitch reset
Location: Catasauqua Middle School Cafeteria
Amount: \$325.50
Term: July 1, 2009 - June 30, 2010
36. Service Provider: Kistler O'Brien, Inc.
Service: Semi-annual inspection of 1 single cylinder kitchen hood fire suppression system, 3 fusible link replacements, 1 microswitch reset, and annual CO2 cartridge replacement
Location: Catasauqua High School Cafeteria
Amount: \$325.50
Term: July 1, 2009 - June 30, 2010
37. Service Provider: Kistler O'Brien, Inc.
Service: Inspection & maintenance of approximately 37 portable fire extinguishers plus maintenance
Location: Sheckler Elementary School
Amount: \$101.75 (\$2.75/unit)
Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

38. Service Provider: Kistler O'Brien, Inc.
Service: Inspection & maintenance of approximately 27 portable fire extinguishers plus maintenance
Location: Catasauqua Middle School
Amount: \$74.25 (\$2.75/unit)
Term: July 1, 2009 - June 30, 2010
39. Service Provider: Kistler O'Brien, Inc.
Service: Annual inspection of approximately 37 fire extinguishers & maintenance of portables plus two annual fire hose sections
Location: Catasauqua High School
Amount: \$133.25
Term: July 1, 2009 - June 30, 2010
40. Service Provider: Kistler O'Brien, Inc.
Service: Annual sprinkler system inspection includes (1) wet riser, (1) fire pump, (2) fire line backflow preventers, and (2) domestic backflow preventers
Location: Catasauqua High School
Amount: \$1,225.00
Term: July 1, 2009 - June 30, 2010
41. Service Provider: Kistler O'Brien, Inc.
Service: Annual inspection of approximately 29 portable fire extinguishers plus maintenance
Location: School district buses
Amount: \$79.75 (\$2.75/unit)
Term: July 1, 2009 - June 30, 2010
42. Service Provider: Kistler O'Brien, Inc.
Service: Semi-annual inspection of 1 single cylinder kitchen hood fire suppression system, 1 gas shut off valve, 1 microswitch, 2 fusible links replacements and 1 CO2 cartridge replacement
Location: Alumni Field concession stand
Amount: \$490.50
Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

43. Service Provider: Master Chemical Products Inc.
Service: Preventative Maintenance Windsor SG36D3 Auto Scrubber with 2 on-site visits
Location: Catasauqua High School
Amount: \$365.00
Term: July 1, 2009 - June 30, 2010
44. Service Provider: Master Chemical Products Inc.
Service: Preventative Maintenance Windsor CSX24D2 Auto Scrubber with 2 on-site visits
Location: Catasauqua Middle School
Amount: \$385.00
Term: July 1, 2009 - June 30, 2010
45. Service Provider: Master Chemical Products Inc.
Service: Preventative Maintenance Windsor CSX24D2 Auto Scrubber with 2 on-site visits
Location: Sheckler Elementary School
Amount: \$385.00
Term: July 1, 2009 - June 30, 2010
46. Service Provider: MIDCOM Data Technologies, Inc. (two printers)
a. Service: IBM 1332 w/duplex Tenex printer service contract (\$470)
b. Service: IBM INF1140 w/accessories Tenex printer service contract (\$670)
Location: Administration Office
Amount: \$1,177.00
Term: July 1, 2009 - June 30, 2010
47. Service Provider: Mobile Lift
Service: Inspection & minor adjustment & service of aerial lift
Location: Districtwide
Amount: \$400.00
Term: July 1, 2009 - June 30, 2010
48. Service Provider: Modernfold
Service: Divider Wall
Location: Sheckler Elementary School
Amount: \$950.00
Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

49. Service Provider: Modernfold
Service: Divider Wall
Location: Catasauqua Middle School
Amount: \$950.00
Term: July 1, 2009 - June 30, 2010
50. Service Provider: Modernfold
Service: Preventative maintenance to mat movers
Location: Catasauqua High School
Amount: \$1,500.00
Term: July 1, 2009 - June 30, 2010
51. Service Provider: Novell, Inc.
Service: Novell Student License Agreement 1,700 students
Location: Districtwide
Amount: \$3,825.00
Term: August 1, 2009 – July 31, 2010
52. Service Provider: Otis Elevator Company
Service: Full preventative maintenance service
Location: Districtwide buildings
Amount: \$4,203.36
Term: July 1, 2009 - June 30, 2010
53. Service Provider: Pavement Maintenance
Service: Repair pavement cracks – parking lots & drive lanes
Location: Sheckler Elementary School
Amount: \$2,335.00
Term: July 1, 2009 - June 30, 2010
54. Service Provider: Pavement Maintenance
Service: Repair pavement cracks – parking lot by stadium from Walnut St.
Location: Catasauqua Middle School
Amount: \$1,483.00
Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)

G. Approval/Renewal of Service Contracts (continued)

- 55. 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, 2009 – June 30, 2010

- 56. Service Provider: Professional Software for Nurses, Inc.
 Service: Annual support/maintenance contract renewal module records
 Location: Districtwide school buildings
 Amount: \$795.00
 Term: September 1, 2009 – August 31, 2010

- 57. Service Provider: Safety Kleen
 Service: 26 week service charge parts washer
 Location: Catasauqua Middle School
 Amount: \$473.94
 Term: July 1, 2009 - June 30, 2010

- 58. 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: \$5,172.00
 Term: July 1, 2009 - June 30, 2010

- 59. Service Provider: Simplex Grinnell LP
 Service: Fire Alarm inspection & monitoring
 Location: Sheckler Elementary School
 Amount: \$1,997.00
 Term: July 1, 2009 - June 30, 2010

- 60. Service Provider: Simplex Grinnell LP
 Service: Annual fire alarm system inspection & maintenance
 Location: Catasauqua High School
 Amount: \$4,943.00
 Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)**G. Approval/Renewal of Service Contracts (continued)**

61. Service Provider: Simplex Grinnell LP
Service: Master clock system test & inspect
Location: Catasauqua High School
Amount: \$1,841.00
Term: July 1, 2009 - June 30, 2010
62. Service Provider: Simplex Grinnell LP
Service: Sound & communications test & inspect
Location: Catasauqua High School
Amount: \$1,069.00
Term: July 1, 2009 - June 30, 2010
63. Service Provider: Simplex Grinnell LP
Service: Annual fire alarm system inspection & maintenance
Location: Catasauqua Middle School
Amount: \$2,808.00
Term: July 1, 2009 - June 30, 2010
64. Service Provider: Sonitrol Security Systems
Service: Access & burglar intrusion monitoring access control
programming time & materials
Location: Sheckler Elementary School
Amount: \$915.48
Term: July 1, 2009 - June 30, 2010
65. Service Provider: Tremco
Service: Inspect & minor patching & repair to roof
Location: Sheckler Elementary School
Amount: \$900.00
Term: July 1, 2009 - June 30, 2010
66. Service Provider: Tremco
Service: Inspect & minor patching & repair to roof
Location: Catasauqua Middle School
Amount: \$500.00
Term: July 1, 2009 - June 30, 2010

12. FINANCIAL (continued)

G. Approval/Renewal of Service Contracts (continued)

67. Service Provider: Tremco
 Service: Inspect & minor patching & repair to roof
 Location: Catasauqua High School
 Amount: \$500.00
 Term: July 1, 2009 - June 30, 2010

68. Service Provider: Tuway
 Service: Vicon camera maintenance contract – includes all updates of camera and support equipment
 Location: Catasauqua Middle School
 Amount: \$3,600.00
 Term: July 1, 2009 - June 30, 2010

69. Service Provider: Tuway
 Service: Vicon camera maintenance contract – includes all updates of camera and support equipment
 Location: Catasauqua High School
 Amount: \$1,500.00
 Term: July 1, 2009 - June 30, 2010

70. Service Provider: **Harris Computer**
 Service: **Financial Software Package**
 Location: **Districtwide**
 (A.) Amount: **\$7,677.50**
 Term: **April 1, 2009 - June 30, 2009**
 (B.) Amount: **\$31,720.50**
 Term: **July 1, 2009 – June 30, 2010**

+ADDITIONAL ITEM

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

12. FINANCIAL (continued)

H. Awarding of Bid – HVAC Maintenance Services

Approval is requested to award the bid for the following items, to the lowest responsible bidder, per attached bid tabulation.

<u>Service</u>	<u>Company</u>	<u>Bid</u>
A/C & Heat Units & Exhaust Fans		
Domestic Hot Water Heaters & Boilers – districtwide		

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

I. Recommended Insurance Quotes

The Superintendent requests approval of the following insurance policies for the 2009-2010 school year.

	<u>2008-09</u>	<u>2009-10</u>
Student Accident Insurance/All Sports Insurance (A-G Administrators, Inc. underwritten by U.S. Fire Insurance Co.)	\$11,250	\$11,250 (no change)
+Workers’ Compensation (SBIC) (based on an estimated amount for payroll)	\$87,190	\$124,623

+ADDITIONAL ITEM

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

J. Appointment of Earned Income Tax Collector

Approval is requested to appoint Berkheimer, a Division of H. A. Berkheimer, Inc. as the earned income tax collector for the Catasauqua Area School District (North Catasauqua and Hanover Township – Lehigh County), approving the Section 356 Agreement and Memorandum of Understanding as requested, at a rate of 1% of collection of earned income tax (monthly report is provided to district)

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

13. PERSONNEL

A. Substitute Employees

The following applicants have requested to be added to the substitute employment list for the 2009-2010 school year as follows:

Tessa James	Substitute Cafeteria Worker, Substitute Van Driver
Dennis D. Kisthart	Substitute Bus/Van Driver
Laura Gregson	Day-to-Day Substitute Teacher & Substitute Certified I.A.
Laureen Lewis	Day-to-Day Substitute Teacher & Substitute Certified I.A.

B. Nomination for Appointment

1. *Ashley N. Cassel

	2444 West Emaus Ave., Apt. 1
	Allentown, PA 18103
Status:	Special Education 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 26, 2009

2. *Stacy Schrettner

	1013 Third Street
	Catasauqua, PA 18032
Status:	Special Education Teacher
Assignment:	Sheckler Elementary School
Salary:	TBD
Step:	TBD
Credits:	TBD
Years:	Start at year (transfer of entity from CLIU)
Benefits:	As per Collective Bargaining Agreement
Effective:	August 26, 2009

3. *Jennifer Thierer

	603 ½ East 8 th Street
	Northampton, PA 18067
Status:	Reading Specialist
Assignment:	K - 12
Salary:	TBD
Step:	Step 10
Credits:	Master's + 0 credits
Years:	Start year 10
Benefits:	As per Collective Bargaining Agreement
Effective:	August 26, 2009

*Pending receipt of required employment forms

13. PERSONNEL (continued)**B. Nomination for Appointment (continued)**

4. Michelle Kirk 661 Mountain Road
 Paxinos, PA 17860
 Status: Long-Term Replacement Teacher for
 High School Physical Education
 Assignment: Catasauqua High 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 26, 2009

C. Letter of Resignation

1. George Zellner 4565 Homestead Drive
 Coplay, PA 18037
 Status: Substitute Van Driver
 Assignment: Districtwide Transportation
 Effective: May 7, 2009
 Reason: Personal

D. Approval of Internship

Approval is requested for the following internship position:

1. Joshua Shollenberger 412 Lehigh Avenue
 Palmerton, PA 18071
 Status: Athletic Department Intern
 Assignment: Catasauqua High School
 College: Kutztown University
 Effective: September 1 to December 19, 2009
 Rate of Pay: No stipend

E. Family & Medical Leave of Absence

1. Sarah E. Apanavage 2775 Joanne Marie Way
 Allentown, PA 18109
 Status: Central Duplicating clerk
 Assignment: Administration/Sheckler Elementary School
 Effective: Will work until July 17, 2009 (last day worked)
 then use available vacation, sick and personal days
 Remainder of Leave: After use of available days, request Family & Medical
 leave time – start leave September 2, 2009
 Return to Work: After 12 weeks of recuperation

13. PERSONNEL (continued)

F. Appointment of Extra-Curricular Positions – 2009-2010 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2009-2010 school year.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Thomas Abbott	A-V Coordinator - Sheckler	\$1,594
William Nothstein	Elementary Program Coordinator	\$1,248
Kurt Anchorstar	Vocal Director	\$2,348
Kurt Anchorstar	A-V Coordinator – Middle School	\$1,594
Russel L. Bass	Assistant Boys’ Soccer Coach	Volunteer
Joseph F. Stofko, Jr.	Weight Room Monitor (Fall)	\$600
Joseph F. Stofko, Jr.	Assistant Wrestling Coach	Volunteer
Shelly Bear*	Assistant Football Cheerleading Coach	\$753

*Pending receipt of required employment forms

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

G. Establish Stipend for Previously Approved 2009-2010 Extra-Curricular Positions

Approval is requested to establish the stipend for the previously approved 2009-2010 extra-curricular position as noted:

<u>Name</u>	<u>Position</u>	<u>Old Stipend</u>	<u>New Stipend</u>
Thomas Falzone	Head Football Coach	\$5,751	\$6,100
Brad Bloszinsky	Assistant Football coach	\$3,451	\$3,520
Robert Petrosky	Assistant Football coach	\$3,451	\$3,520
James Schaffer	Assistant Football coach	\$3,451	\$3,520
Robert Bydlon	Assistant Football coach	\$3,451	\$3,520
Robert Panny	Assistant Football coach	\$3,451	\$3,520
William Milne	Assistant Football coach	\$3,451	\$3,520

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

H. Request for Day(s) Without Pay

Approval of request from Employee #1358 for one and one-half days without pay on June 12, 2009 (one-half day) and June 16, 2009 (full day).

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

13. PERSONNEL (continued)

I. Adoption of Salaries and Rates for the 2009-2010 School Year

Recommendation to adopt salaries for the following staff for the 2009-2010 school year as per schedules/agreements.

- | | |
|--------------------------------|-----------------------------------|
| 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 | |

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

14. CURRICULUM

A. Approval is requested for the adoption of the following textbook for the 2009-2010 school year for Catasauqua High School:

High School – ESL Textbook

Title: Grades 9 – 11 ESL Textbook – *Visions*
 Author: Mary Lou McCloskey and Lydia Stack
 Publisher: Thomson, Heinle
 Copyright: 2004

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

15. BOARD APPROVALS

A. Appointment of School Dentist

Approval is requested for the appointment of the school dentist for the 2009-2010 school year as follows (see attachment):

Mobile Dentists & Smile Programs 25882 Orchard Lake Road, Suite #105 Farmington Hills, Michigan 48336	No cost to district 1- year term – renewed automatically on annual basis July 1, 2009 - June 30, 2010
-------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
 NUMBER AYE _____ NUMBER NAY _____

15. BOARD APPROVALS (continued)

B. Appointment of Student Representatives (2) to the Board of School Directors

Approval is requested to appoint the following as the two (2) Student Representatives to the Board of School Directors for the 2009-2010 school year.

Jessica Croll
Michael Serrano

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

C. Approval to Attend - Conferences, Seminars, etc.

1. Name of Employee(s): Eugenia Emert, Family & Consumer Science Teacher at Catasauqua Middle School & FCCLA Advisor
 Dates Requested: July 28, 29 & 30, 2009
 Conference Title: State Officer Training - FCCLA
 Sponsored by: PA FCCLA
 Location: Holiday Inn, Mechanicsburg, PA
 Estimated Mileage: \$104.50
 Meals: \$100.00
 Lodging: \$ 83.55
 Estimated Cost to District: \$288.05 (\$183.55 w/o mileage)

2. Name of Employee(s): Kathleen Kotran, Coordinator of Instructional Technology, Federal Programs, and Community Education
 Dates Requested: June 18 & 19, 2009
 Conference Title: Effective Instruction for All Students: Formative Assessment in a Standards Align System
 Sponsored by: Pennsylvania Department of Education
 Location: Hershey Lodge Conference Center, Hershey, PA
 Estimated Mileage: \$89.10
 Meals: \$60.00
 All other costs paid by PaTTAN Summer Institute
 Estimated Cost to District: \$149.10 – paid by Title 2A Improving Teacher Quality Grant

3. Name of Employee(s): Christina Lutz-Doemling, Dir. of Curriculum & Assessment
 Dates Requested: June 18 & 19, 2009
 Conference Title: Effective Instruction for All Students: Formative Assessment in a Standards Align System
 Sponsored by: Pennsylvania Department of Education
 Location: Hershey Lodge Conference Center, Hershey, PA
 Meals: \$60.00
 All other costs paid by PaTTAN Summer Institute
 Estimated Cost to District: \$60.00 – paid by Title 2A Improving Teacher Quality Grant

15. BOARD APPROVALS (continued)

C. Approval to Attend - Conferences, Seminars, etc. (continued)

4. +REVISION TO PREVIOUSLY APPROVED CONFERENCE

Name of Employee: Donna Tercha, School Nurse, Catasauqua High School
Dates Requested: June 25, 26, 27, & 28, 2009
Conference Title: National Association of School Nurses
 41st Annual Conference
Location: Boston Seaport Trade Center – Boston, MA
Estimated Cost to District: Meals = - 0 – (same) (employee will pay)
 Lodging = - 0 – (paid by Southern Lehigh S.D.)
 previously was \$199.00
 Registration = \$270.00 (same)
 Estimated Mileage = \$357.50 (previously was going to
 be paid by I.U.)
 Total estimated cost = \$625.50 (previously approved at
 \$469.00)

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

D. Approval of Additional Van/Bus Stops/Runs - 2008-2009 School Year, as of June 10, 2009

Approval is requested of the attached additional Van/Bus Stops/Runs for the 2008-2009 School Year, effective June 10, 2009. Indicated Stops/Runs 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 to attached 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.

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

E. Approval of Agreement with MKSD for Architectural Services Relative to Sheckler Renovations and Additions Project (attachment)

Request approval to enter into an agreement with MKSD, LLC, as attached, for architectural services for the Sheckler Renovations and Additions project.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

15. BOARD APPROVALS (continued)

F. Approval of Schedule of Board Meetings 2009-2010 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, 2009 and ending June 30, 2010. Regular board meetings are generally scheduled for the second Monday of each month and will be held in the Catasauqua High School, 2500 West Bullshead Road, Northampton, 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 at the Sheckler Elementary School, 201 N. 14th St., 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 13, 2009
August	Board Workshop Meeting Board Meeting	August 4, 2009 August 10, 2009
September	Board Workshop Meeting Board Meeting	September 8, 2009 September 14, 2009
October	Board Workshop Meeting Board Meeting	October 6, 2009 October 12, 2009
November	Board Workshop Meeting (Board Workshop Meeting to be held at Lehigh Career & Technical Institute, 4500 Education Park, Schnecksville, PA) Board Meeting	November 5, 2009 (Thursday) November 9, 2009
December	No Board Workshop Meeting Board Meeting	December 7, 2009
January	Board Workshop Meeting Board Meeting	January 5, 2010 January 11, 2010
February	Board Workshop Meeting Board Meeting	February 2, 2010 February 8, 2010
March	Board Workshop Meeting Board Meeting	March 2, 2010 March 8, 2010
April	Board Workshop Meeting Board Meeting	April 6, 2010 April 12, 2010
May	Board Workshop Meeting Board Meeting	May 4, 2010 May 10, 2010
June	Board Workshop Meeting Board Meeting	June 8, 2010 June 16, 2010 (Wednesday)

ROLL CALL VOTE

MOTION BY _____

SECONDED BY _____

NUMBER AYE _____

NUMBER NAY _____

15. BOARD APPROVALS (continued)

G. Approval of Schedule of Committee Meetings 2009-2010 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. – Sheckler Elem. School Faculty Room

No meeting in July
August 4, 2009
September 8, 2009
October 6, 2009
November 3, 2009
No meeting in December
January 5, 2010
February 2, 2010
March 2, 2010
April 6, 2010
May 4, 2010
June 8, 2010

The following committee meetings will be held in the Catasauqua High School Community Meeting 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 6, 2009
September 10, 2009
October 8, 2009
November 5, 2009
No meeting in December
January 7, 2010
February 4, 2010
March 4, 2010
April 8, 2010
May 6, 2010
June 10, 2010

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
NUMBER AYE _____ NUMBER NAY _____

15. BOARD APPROVALS (continued)

H. Approval of Policy(ies) – Second Revision

Approval is requested for the Second revision of the following policy(ies) (see attached):

Section: Pupils
Policy #: #223
Title: Acceptable Computer Use/Internet Safety Policy

Section: Administrative Personnel
Policy #: #324
Title: Acceptable Computer Use/Internet Safety Policy

Section: Professional Employees
Policy #: #424
Title: Acceptable Computer Use/Internet Safety Policy

Section: Classified Employees
Policy #: #524
Title: Acceptable Computer Use/Internet Safety Policy

Section: Operations
Policy #: #824
Title: Acceptable Computer Use/Internet Safety Policy

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
NUMBER AYE _____ NUMBER NAY _____

I. Approval of Activity Account – 2008-2009 School Year

The following activity account has been opened during the 2008-2009 school year and should be approved by the school board:

Scholarship – class of 1959

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____
NUMBER AYE _____ NUMBER NAY _____

15. BOARD APPROVALS (continued)

J. Approval to Close Scholarship Funds

Approval is requested to close the following scholarship funds due to account inactivity or low balance as of the end of the 2008-2009 school year. School district policy dictates these funds to be transferred to the Scholarship Clearinghouse Fund. The contact persons for each scholarship have been contacted and informed of this request.

Scholarship – Class of 1939

Scholarship – Class of 2000

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

K. Approval of PlanCon D & PlanCon E – Sheckler Renovation Project

Request approval of PlanCon Parts D & E for Sheckler Elementary School Renovation Project.

ROLL CALL VOTE

MOTION BY _____ SECONDED BY _____

NUMBER AYE _____ NUMBER NAY _____

16. OLD BUSINESS

17. NEW BUSINESS

18. COMMENDATIONS

19. INFORMATION ITEMS

20. CORRESPONDENCE

21. RECOGNITION OF GUESTS & VISITORS

22. NEXT MEETING DATE(s)

A. Monday, July 13, 2009	7:00 P.M.	Board Meeting Catasauqua High School Library
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No board workshop in July

23. ADJOURNMENT