

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
MONDAY, MARCH 9, 2009

4517

PURPOSE The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, March 9, 2009 in the Catasauqua High School Library. President Hahn called the meeting to order at 7:00 P.M.

ROLL CALL Members present: Carol Cunningham, Penny Hahn, Mary Alice Hartranft, Carol McCarthy (arrived at 7:12 p.m.), Donald Panto (arrived at 7:05 p.m.), Shannon Reinhard and Patricia Snyder

Member absent: Robert Levine and Sally J. Reiss

Non-members present: Robert J. Spengler, Superintendent
Christina Lutz-Doemling, Director of Curriculum & Assessment
Kathleen Kotran, Coordinator of Instructional Technology, Federal Programs, and Community Education
William Gasper, Supervisor of Facilities
Lois Reed, Business Supervisor
David Ascani, High School Principal
Melissa Inselmann, Middle School Principal
Eric Dauberman, Elementary School Principal
David Domchek, Assistant High School Principal
Bryan Klass, Assistant Middle School Principal
Wayne Karess, District Technology Coordinator
Shelley Keffer, Coordinator of Student Services
Thomas R. Moll, II, Director of Student Activities
David Knerr, Solicitor
Veronica Jimenez, Student Representative
Amber Morrissey, Student Representative

Visitors: See list inserted in Permanent Minute Book

Pledge of Allegiance to the Flag was given.

EXECUTIVE SESSION

- A. Tuesday, March 3, 2009 - after board workshop meeting for personnel issues
- B. Thursday, March 5, 2009 - before Athletic Council meeting for personnel issues

At this time – 7:05 p.m., Board Member Donald Panto arrived at meeting.

PRESENTATIONS/
AUDIENCE INPUT
ON AGENDA

- A. Eric Dauberman - presented Sheckler Elementary School Students of the Month for February 2009 with certificate

Grade 1

Tyger James
Montana Muller

Grade 2

Andrew Martinez
Charlotte Snyder

Grade 3

Zachary Fodor
Natalia Montero

Grade 4

Joseph Cernobyl
Kayla Zerfass

At this time – 7:12 p.m., Board Member Carol McCarthy arrived at meeting – during Student of the Month presentations

PRESENTATIONS/
AUDIENCE INPUT
ON AGENDA

(continued)

- B. Melissa Inselmann - presented Catasauqua Middle School Students of the Month for February 2009 with a pin and certificate

Grade 5

Erin Mahoney
Skye James

Grade 6

Alexus Smith
Ashleigh Tomcics

Grade 7

Janae Matos
Dorian Wright

Grade 8

Nicholas Almonti
Colleen Hickey

COMMITTEE
REPORTS

- A. Buildings & Grounds Committee – Shannon Reinhard - meeting held Mar. 3, 2009
1. See minutes inserted in Permanent Minute Book
- B. Policy Committee – Carol Cunningham – meeting held March 5, 2009
1. See minutes inserted in Permanent Minute Book
- C. Academics & Education – Carol Cunningham – meeting held March 5, 2009
1. See minutes inserted in Permanent Minute Book
- D. Athletic Council – Penny Hahn – meeting held March 5, 2009
1. See minutes inserted in Permanent Minute Book
- E. Finance Committee – Robert J. Spengler – meeting held March 5, 2009
1. See minutes inserted in Permanent Minute Book
- F. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
1. Reminder about school board conference – March 31, 2009
Holiday Inn Fogelsville
2. Golf Tournament
- G. Lehigh Career & Technical Institute – Carol McCarthy
1. No report
- H. Borough of Catasauqua – Shannon Reinhard
1. Borough received Climate Temp. parking lot for Fire Department
- I. Borough of North Catasauqua – Carol McCarthy
1. No report
- J. Student Representatives
1. No report

**MINUTES APPROVED
REGULAR MEETING
FEBRUARY 9, 2009** Motion by Reinhard, seconded by Snyder, the minutes of the regular meeting held on February 9, 2009 be approved as presented. Hahn and Reinhard abstained from voting due to not being present at that meeting. Motion carried.

**TREASURER'S
REPORT
FEBRUARY 2009** Motion by Cunningham, seconded by Reinhard, the report of the Treasurer for February 2009 be approved as presented. Motion carried.

**APPROVAL OF
BUDGET
TRANSFERS
FEBRUARY 2009** Motion by Cunningham, seconded by Reinhard, approving the request for budget transfers for the month of February 2009.

ROLL CALL VOTE

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

**APPROVAL FOR
PAYMENT OF ALL
ACCOUNTS PAYABLES
BILLS - MARCH 2009** Motion by Cunningham, seconded by Hartranft, all accounts payables bills as presented in the amount of **\$848,745.28** be approved as follows, excluding Check #17815 in the amount of \$1,500.00 (wrong amount and will re-issue as manual check):

General Fund Bills-A/P Mar. 9, 2009	\$ 792,633.06
Cafeteria Bills – A/P March 9, 2009	39,447.83
Athletic Bills – A/P March 9, 2009	<u>16,664.39</u>
TOTAL	\$ 848,745.28

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

**CHECKS APPROVED
FOR ALBARELL
ELECTRIC** Motion by Cunningham, seconded by Snyder, to approve to pay general fund check #17740 in the amount of \$1,188.54 and Athletic Fund check #4285 in the amount of \$387.66 issued to Albarell Electric.

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

**APPROVAL TO
RATIFY ALL MANUAL
BILLS
FEBRUARY 2009** Motion by Cunningham, seconded by Snyder, all manual bills as presented in the amount of **\$1,190,193.15** be approved as follows:

General Fund Manual Checks – Feb. 2009	\$ 107,403.47
Payroll – General Fund – Feb. 2009	1,054,621.28
Payroll – Cafeteria – Feb. 2009	26,288.40
Athletic Bills Manual Checks – Feb. 2009	1,880.00
Activities Fund Bills – February 2009	<u>2,258.03</u>
TOTAL	\$1,190,193.15

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

**APPROVAL TO
ACCEPT FRANCE,
ANDERSON, BASILE &
COMPANY, P.C. FINAL
REPORT OF
DISTRICT'S FINANCES
FOR THE 2007-2008
SCHOOL YEAR**

Motion by Cunningham, seconded by Reinhard, to accept the FRANCE, ANDERSON, BASILE & COMPANY, P.C. final report of the school district's finances for the 2007-2008 school year is filed with the board of school directors. A copy of the audit is to be filed in the district admin. office, as well as forwarded to the Department of Education and the local intermediate unit board of directors. 24 P.S. § 24-2408.

ROLL CALL VOTE

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

**APPROVAL/RENEWAL
OF SERVICE
CONTRACTS**

Motion by McCarthy, seconded by Reinhard, approving service contracts for the following:

- | | |
|----------------------|--|
| 1. Service Provider: | Saf-T-Net, Inc. |
| Service: | ALERTNOW Emergency Notification system |
| Location: | District Wide |
| a. Amount: | \$956.25 (pro-rated for 3 months) |
| Term: | April 1, 2009 through June 30, 2009 |
| b. Amount: | \$3,825.00 |
| Term: | July 1, 2009 – June 30, 2010 |

ROLL CALL VOTE

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

**PERSONNEL
MATTERS -
2008-2009 & 2009-2010
SCHOOL YEARS**

Motion by Cunningham, seconded by Reinhard, approving personnel for the 2008-2009 and 2009-2010 school years as follows:

A. Substitute Employees

The following applicants have been approved to be added to the substitute employment list for the 2008-2009 school year as follows:

Anne Angelella	Substitute Guest Teacher and Substitute Cert. Instr. Aide
Alyssa Clapp	Substitute Guest Teacher and Substitute Cert. Instr. Aide
Robin Derkacs	Day-to-Day Substitute Teacher & Sub. Cert. Instr. Aide
Dee A. Kindt	Day-to-Day Substitute Teacher & Sub. Cert. Instr. Aide
Michele Rogers	Day-to-Day Substitute Teacher & Sub. Cert. Instr. Aide
Emily B. Sheehan	Day-to-Day Substitute Teacher & Sub. Cert. Instr. Aide
Robbin Shomper	Day-to-Day Substitute Teacher & Sub. Cert. Instr. Aide
Karen Weckerle	Day-to-Day Substitute Teacher & Sub. Cert. Instr. Aide
Christopher Shadle	Day-to-Day Substitute Teacher & Sub. Cert. Instr. Aide
Kristine Melnlick	Day-to-Day Substitute Teacher & Sub. Cert. Instr. Aide
Elizabeth McKeever	Substitute Cafeteria Worker, Substitute Custodian
Michelle Kirk *	Day-to-Day Substitute Teacher & Sub Cert. Instr. Aide

***Pending receipt of required employment forms**

PLANNED COURSE OF STUDY APPROVAL Motion by Cunningham, seconded by Reinhard, granting approval for the 8th Grade Exploratory German Planned Course of Study.

ROLL CALL VOTE

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

APPROVAL TO ATTEND - CONF., SEMINARS, ETC. Motion by Cunningham, seconded by McCarthy, granting approval to the following to attend conferences, workshops, etc. as listed:

1. Name of Employees: Kathleen Kotran, Coordinator of Instructional Technology, Federal Programs, and Community Education
 Dates Requested: April 15 & 16, 2009
 Conference Title: Getting Results: Educating Students in a Standards Aligned System
 Sponsored by: Pennsylvania Department of Education
 Location: Hershey Lodge & Convention Center
 Estimated Cost to District: \$128.00 – lodging (shared with Christina Lutz-Doemling)
 \$125.00 – registration
 \$ 60.00 – meals
\$ 86.90 – estimated mileage
 \$399.90 – total estimated cost
 No sub costs needed - Conference paid by Title I

2. Name of Employees: Christina Lutz-Doemling, Dir. of Curriculum & Assessment
 Dates Requested: April 15 & 16, 2009
 Conference Title: Getting Results: Educating Students in a Standards Aligned System
 Sponsored by: Pennsylvania Department of Education
 Location: Hershey Lodge & Convention Center
 Estimated Cost to District: \$128.00 – lodging (shared with Kathleen Kotran)
 \$125.00 – registration
 \$ 60.00 – meals
\$ 86.90 – estimated mileage
 \$399.90 – total estimated cost
 No sub costs needed - Conference paid by Title I

3. Name of Employees: Eric Dauberman, Principal
 Sheckler Elementary School
 Dates Requested: April 15 & 16, 2009
 Conference Title: Getting Results: Educating Students in a Standards Aligned System
 Sponsored by: Pennsylvania Department of Education
 Location: Hershey Lodge & Convention Center
 Estimated Cost to District: \$128.00 – lodging (shared with David Ascani)
 \$125.00 – registration
 \$ 60.00 – meals
\$ 86.90 – estimated mileage
 \$399.90 – total estimated cost
 No sub costs needed - Conference paid by Title I

APPROVAL TO ATTEND – CONF., SEMINARS, ETC., (continued)

4. Name of Employees: David Ascani, Principal
Catasauqua High School
- Dates Requested: April 15 & 16, 2009
- Conference Title: Getting Results: Educating Students in a Standards Aligned System
- Sponsored by: Pennsylvania Department of Education
- Location: Hershey Lodge & Convention Center
- Estimated Cost to District: \$128.00 – lodging (shared with Eric Dauberman)
\$125.00 – registration
\$ 60.00 – meals
\$ 86.90 – estimated mileage
\$399.90 – total estimated cost
No sub costs needed - Conference paid by Title I
5. Name of Employees: Melissa Inselmann, Principal
Catasauqua Middle School
- Dates Requested: April 15 & 16, 2009
- Conference Title: Getting Results: Educating Students in a Standards Aligned System
- Sponsored by: Pennsylvania Department of Education
- Location: Hershey Lodge & Convention Center
- Estimated Cost to District: \$128.00 – lodging
\$125.00 – registration
\$ 60.00 – meals
\$ 86.90 – estimated mileage
\$399.90 – total estimated cost
No sub costs needed - Conference paid by Title I
6. Name of Employee(s): Eugenia Emert, Family & Consumer Science Teacher at
Catasauqua Middle School & FCCLA Advisor
- Dates Requested: April 6 & 7, 2009
- Conference Title: State Officer Orientation - FCCLA
- Sponsored by: PA FCCLA
- Location: Holiday Inn, Mechanicsburg, PA
- Estimated Mileage: \$110.00
- Meals: \$60.00
- Lodging: \$100.00
- Substitute: \$240.00 Two days @ \$120.00/day
- Estimated Cost to District: \$510.00 (\$400.00 w/o mileage)

APPROVAL TO ATTEND – CONF., SEMINARS, ETC., (continued)

- 7. Name of Employee(s): Eugenia Emert, Family & Consumer Science Teacher at Catasauqua Middle School & FCCLA Advisor
- Dates Requested: July 11, 12, 13, 14, 15, 16, 2009
- Conference Title: National FCCLA Leadership Conference
- Sponsored by: FCCLA
- Location: Nashville, Tennessee
- Estimated Mileage: \$315.00 (airfare and shuttle)
- Meals: \$180.00
- Lodging: \$425.00
- Registration: \$200.00
- Substitute: No substitute needed
- Estimated Cost to District: \$1,120.00 (2009-2010 budget)

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

APPROVAL OF FIELD TRIP Motion by Cunningham, seconded by Reinhard, approving a request for a field trip as follows:

1. FCCLA Students
Dates Requested

Event & Location

July 11, 12, 13, 14, 15, 16, 2009

FCCLA National Leadership Meeting
Nashville, Tennessee

Students

Ethan Deitrich – State Officer will receive training, participate in state meetings and network with officers from other states

Nathan Morrissey – State Officer will receive training, participate in state meetings and network with officers from other states

Students will pay approximately \$900.00 each to attend this event.

Mrs. Emert’s costs – see listing under conferences & seminars above

Chaperones – Mrs. Eugenia Emert

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

**APPROVAL OF
FACILITIES PLAN
COMMITTEE REPORT
CARBON-LEHIGH
INTERMEDIATE
UNIT #21 – 2009-2010
SCHOOL YEAR**

Motion by McCarthy, seconded by Reinhard, granting approval of the 2009-2010 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit #21 Facilities Plan Committee on February 3, 2009. In addition, the board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining the future location of the CLIU and school district special education classes.

Facilities Plan Committee Report inserted in Permanent Minute Book

ROLL CALL VOTE

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

**APPROVAL TO
CLOSE
SCHOLARSHIP
FUNDS**

Motion by Cunningham, seconded by McCarthy, granting approval 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.

Class of 2002 Scholarship Fund

ROLL CALL VOTE

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

**APPROVAL OF
ADDITIONAL BUS
& VAN STOPS/RUNS
2008-2009
SCHOOL YEAR
AS OF MAR. 9, 2009**

Motion by Reinhard, seconded by Cunningham, approving the additional bus/van stops/runs for the 2008-2009 school year, effective March 9, 2009. Indicated stops/runs are subject to change due to additional student enrollments and/or 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.

List of Bus Stops/Runs inserted in Permanent Minute Book

ROLL CALL VOTE

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

APPROVAL OF USE OF CLASSROOM SPACE FOR EXTENDED SCHOOL YEAR (ESY) FOR SUMMER OF 2009 Motion by Cunningham, seconded by Reinhard, granting approval for the use of classroom space for Extended School Year (ESY) from July 6, 2009 through August 7, 2009. The Carbon-Lehigh Intermediate Unit #21 would like to request the use of classroom space at Catasauqua Middle School (one MDS behavioral classroom and one LSS classroom) and at Sheckler Elementary School (two MDS behavioral classrooms). The program would operate Monday through Friday from 8:30 a.m. to 12:30 at Sheckler Elementary School and from 8:30 a.m. to 2:30 p.m. at Catasauqua Middle School. The program would specifically be for students in MDS programs and live within the Lehigh County school districts. This has been requested through a use of facilities permit also.

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

OLD BUSINESS

1. Wayne Karess
 - A. Summer of 2009 Technology positions

LETTERS OF COMMENDATION

1. Melissa Inselmann
 - A. To Daniel Muthersbaugh – for preparing Green Eggs & Ham and serving 5th grade in recognition of Read Across America and Dr. Seuss's birthday

INFORMATION ITEMS

1. Melissa Inselmann
 - A. Mixed up lunch
 - B. PSSA – Spirit Week
 - C. “Read On” kick-off – March 21, 2009
 - D. Barnes & Noble – Book Fair
2. Eric Dauberman
 - A. Pennies for Patients - \$928.00
 - B. March 3 & 4, 2009 – Mobile Dentist
 - C. March 4, 2009 – Science Fair
 - D. March 12, 2009 – Spring Pictures
 - E. March 17, 2009 – PSSA Testing
 - F. April 2, 2009 – Kindergarten Registration
3. David Domchek
 - A. March 17, 18, & 19, 2009 – PSSA Testing
4. David Ascani
 - A. Doug Jinks is back at work
 - B. Paula Semmel is selling bracelets in recognition of Patti Heffner
5. William Gasper
 - A. Geese are off fields
6. Wayne Karess
 - A. Microsoft updates
 - B. Saf-T-Net, Inc. – emergency system

INFORMATION ITEMS (continued)

7. Robert J. Spengler
 - A. Reminder – Thursday, March 12, 2009 – Special Board Meeting
6:00 P.M. at Sheckler Elementary School
8. Penny Hahn
 - A. Reminder – April board meeting is Tuesday, April 14, 2009

NEXT MEETING DATES

- | | | |
|--|-----------|---|
| A. Thursday, April 2, 2009 | 4:00 P.M. | Academics & Education Committee |
| | 5:00 P.M. | Policy Committee |
| | 6:00 P.M. | Athletic Council |
| | 7:15 P.M. | Finance Committee |
| Committee meetings listed above will be held in the Catasauqua High School
Community Meeting Room | | |
| B. Tuesday, April 7, 2009 | 4:30 P.M. | Food Service Committee |
| | 5:30 P.M. | Buildings & Grounds Committee |
| | 7:00 P.M. | Board Workshop Meeting
Sheckler Elementary School Faculty Room |
| C. Tuesday, April 14, 2009 | 7:00 P.M. | School Board Meeting
Catasauqua High School Library |

ADJOURNMENT Motion by Cunningham, seconded by Reinhard, to adjourn meeting.
Meeting adjourned at 8:05 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary