MINUTES

CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, April 8, 2025 at 7:00 pm
*****Note Updated Location*****
Sheckler Elementary School Cafeteria

1. CALL TO ORDER ……..... President, Dale Hein
President, Dale Hein Called the Meeting to Order at 7:05 P.M

2. PLEDGE OF ALLEGIANCE TO THE FLAG
The Pledge of Allegiance was given

3. ROLL CALL

Board Members		Non-Board Members	
Dale Hein, President	X	Dave Knerr	P
Jillian Emert, Vice President	X	Christina Lutz-Doemling	X
Jason Bashaw, Secretary	X	Lindsey Wallace	X
Christy Cooper, Treasurer	X	Paul Reilly	X
Lauren Cieslak	X	Eric Dauberman	X
Eric DeLabar	X	Melissa Inselmann	X
Shawn McGinley	X	David Todd	X
Jeremy Smale	X	Robert Kucharczuk	X
Jamie Nattress	X	Thomas Moll	X
Student Representatives		Daniel Kotran	
Ayden Wellington		Patrick McNulty	X
David Janoski	X		

X=Present
P=Phone Present
Visitors: See list inserted in permanent minute book

4. NOTICE OF EXECUTIVE SESSIONS

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA
A. Middle School Students Roughie of the Month – Patrick McNulty

FEBRUARY				
Grade 5	***Grade 6***	***Grade 7***	***Grade 8***	***Related Arts***
Kassidy Ojeda	*Lucas Font*	*Alexia Ixcot*	*Iwinosa Ehanire*	*Aryella Rafferty-Schoenberger*
MARCH				
Grade 5	***Grade 6***	***Grade 7***	***Grade 8***	***Related Arts***
Zoeh Rosario	*Owen Ouattara*	*Sophia Dutton*	*Victoria Ortiz*	*Ian Adams*

B. Bond Issue Update - Brad Remig, PFM
Brad Remig provided an overview, and opened the floor to questions.
C. Thanksgiving Day Football Game Presentation Recap - Administration/Coach Henrich

At this point, a motion was made to Table agenda Item 17. (A) BOARD APPROVALS* ***Approval to End The Annual Thanksgiving Day Game between Catasauqua Area School District and Northampton Area School District* *until next board meeting to be held on May 6, 2025. A Roll Call Vote followed.*

ROLL CALL VOTE

MOTION BY: McGinley SECONDED BY: Cooper
AYE: Cooper, Cieslak, Nattress, Emert, DeLabar, McGinley, Bashaw, Hein
NAY: Smale
Eight Ayes, One Nay, Motion carried

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education - Melissa Inselmann

- *This month marks a very busy month with State Assessments:*
  - *The Elementary and Middle School are administering the PSSAs on the following dates:*
    - *ELA PSSAs on April 23, 24, 25*
    - *Math PSSAs on April 28 & 29*
  - *Science PSSAs are on April 30 & May 1 in 5th and 8th Grade only*
  - *The Keystone Exams are coming up in May and are scheduled for the following dates:*
    - *The 8th Grade Algebra I Keystone Exam is on May 13th and 14th.*
    - *The High School Literature Keystone Exam is on May 12th and 13th*
    - *The High School Biology Keystone Exam is on May 14th and May 15th*
    - *The High School Algebra I Keystone Exam is on May 19th and May 20th*
- *Dan Kotran and I are working on the CASD Summer Professional Development Menu, which will be ready to share with our faculty and staff in May.*
- *I am working with Emma Kalman, the STEM Teacher at Sheckler Elementary, to provide two summer camps in June for our CASD students entering grades 2nd-4th and 5th-8th. I'll have this and more information to report at the May Academics and Education Committee meeting.*

B. Finance - Lindsey Wallace

- *Bond -*
  i. *Brad Remig from PFM provided an update earlier regarding the Bond.*
  ii. *As Brad noted, we increased 3 notches on the Credit Rating Scale, which played a significant role in our Bond Interest Rates.*
    1. *Because of the Credit Rating Upgrade, the District will save approximately $430,000 in interest payments over the course of the bond than originally projected, and approximately $51,000 in Bond Insurance Premiums.*

iii. *Locked in Interest Rate is 4.467318%*
iv. *Closing Date (when we will receive funds) is Scheduled for April 30th.*
v. *We have the new Account set up with PSDLAF.*
vi. *A few final requests are still coming through, but overall we are prepared and waiting for April 30th.*

C. Building & Grounds - Eric Dauberman

- *The district is happy to present 6 excellent candidates for student summer worker positions tonight. All are CHS students, did very well in their interviews, and show great promise. Most are applying for their first jobs.*
- *Sheckler Entry Doors - Bid opening was Monday, April 7. We only had one bidder, Kelley Bros. which is on the agenda for approval to award. The total cost of the project is $47,186 and will be covered by PCCD Grant Funds. If approved, the Vendor will be notified and they will order materials to start/complete the project over the summer.*
- *The weight room project is moving forward. Color selections have been made for the floor, benches and equipment. Equipment will be removed around the end of May. We will work with Mr. Mutherbaugh to have the walls painted. The floor will be installed around the first week of June with the new equipment to be assembled and installed as soon as the floor adhesive has cured.*
- *High School Hot Water Heater - We have recently identified an issue with a CHS Water Heater. Under PDE guidelines, this situation constitutes an emergency as the Hot Water Heater is leaking and could potentially cause further damage if not addressed immediately. With that being said, we are looking to replace it as soon as possible not only to prevent further damage, but so we don't have any building compliance issues if the tank would go down. (Water temperature in sinks, Cafeteria Water Temperature, etc.).*

  We are able to use Co-STARS so we do not need to go through the bid process, and can expedite the project to correct the issue as soon as possible. However, we do want to do our due diligence and request multiple quotes from different Vendors to get the best price possible. We've currently reached out to 6 Vendors. We are in communication with 5 total vendors and have received 1 response as of today. We will continue to keep you posted with this project as it progresses.

D. Policy - David Knerr - *None*

E. Athletics - Thomas Moll

- *Spring sports is off and running.*
- *In track and field- junior Manny Bolmer set the school record in the boys long jump at our home meet versus Bangor on March 18th. Manny's jump of 22'4" broke the previous school record of 22'3" set by Chris Ritter in 1997.*
- *Tonight, we will hopefully be approving a bunch of individuals to help coach our varsity softball and junior high softball teams. I would like to thank each and every one of them for stepping forward to help our student athletes.*
- *We hosted our annual Indoor Guard and Indoor Percussion competition at CHS on Saturday, March 29th. The event went well and thank you to all of the volunteers who assisted in helping make the event a huge success.*

F. Carbon Lehigh Intermediate Unit # 21 - Jason Bashaw *Nothing at this time*

G. Borough of Catasauqua - Dale Hein
- *Had a workshop meeting last night - perspective developer for front street property presented*
  - *Coming back later this month to work on the sale of the property*
- *Friendly's - Raising Canes (chicken place)*

H. Borough of North Catasauqua - Christy Cooper
- *Nothing pertaining to the District directly*
- *North Catty residents - all voting is now at Borough Hall*
- *Posted public notice for juveniles at the park - no tolerance for dangerous activity and bike riding - can add points to their licenses*
- *Summer Camps in conjunction with the YMCA*
  - *Increasing the capacity*
  - *Should have more information to share at the next meeting*

I. Hanover Township - Lindsey Wallace
- *No Update tonight as there was nothing that pertain to the District*

J. PSBA Liaison Update – Lauren Cieslak
- *May 18 Advocacy Day*
- *Applications for 2025 Leadership to be held at Kalhari Resort - Deadline - June 1*

K. Lehigh Career & Technical Institute Update - Jillian Emert
- *May 29 - senior recognition day*
- *Social Worker Week*

L. Student Representatives - David Janoski and Adyn Wellington

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on March 11, 2025

8. Special School Board Meeting Held on March 19, 2025

9. Special School Board Meeting Held on April 2, 2025

10. APPROVAL OF TREASURER'S REPORT FOR MARCH 2025

11. APPROVAL OF BUDGET TRANSFERS MARCH 2025

12. APPROVAL FOR PAYMENT OF ALL A/P BILLS APRIL 2025

13. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P MARCH 2025

14. FINANCIAL

A. Exoneration - Tax Collectors 2023-2024 and 2024-2025 Real Estate/Exception Taxes
The following tax collector(s) of the Catasauqua Area School District requests exoneration from collecting the following real estate exception taxes for the 2023-2024 and 2024-2025 school years in accordance with Section 685 of the Public School Code. These taxes are claimed "Delinquent" and will be submitted to Portnoff Associates for further collection as

such. The deadline for collection of these taxes was December 31, 2024 through February 28, 2025.

Tax Collector	Municipality	2023-2024 Exception	2024-2025 Exception
James Delbertis	Catasauqua	$287.10	$0.00
Catasauqua Area SD	Hanover Twp	$0.00	$0.00
Donna Schifko	North Catasauqua	$974.39	$13,624.16
	TOTAL	$1,255.49	$13,624.16

Items 7A, 8, 9, 10, 11, 12, 13, and 14A were combined by Board request

ROLL CALL VOTE

MOTION BY: Emert SECONDED BY: Cooper
AYE: McGinley, Smale, Emert, DeLabar, Bashaw, Cooper, Cieslak, Nattress, Hein
NAY: 0
Nine Ayes, Zero Nays, Motion carried

15. PERSONNEL

A. Removal of the Following Substitute Employees for the 2024-2025 School Year:

Name	Position	Reason
Isabelo Huertas	Substitute Non CDL Driver	Personal

B. Intent to Retire

Approval is requested to accept the Intent to Retire, effective the end of the 2024-2025 school year:

Name	Assignment	Years of Service
David Linton	Sixth Grade Teacher	22 Years of Service
Kristine Kostura	Special Education Teacher	22 Years of Service

C. Retirement

1. Name: Claire Murawski
   Status: Non Certified Instructional Aide
   Effective : April 2, 2025

D. Approval for Days Without Pay

1. Name: Kate Musselman
Reason: Sick/Personal
Effective: 3/10/25 Full Day
3/27/25 Full Day

2. Name: Denise Blakely
Reason: Personal
Effective: 3/12/25 Half Day

3. Name: Courtney Schwartz
Reason: Sick
Effective: 3/13/25 Full Day
3/14/25 Full Day
3/19/25 Full Day

4. Name: Lauren Pereira
Reason: Personal / Sick
Effective: 3/7/25 Full Day
3/13/25 Half Day
3/19/25 Full Day

5. Name: Todd Troxell
Reason: Personal
Effective: 3/14/25 Full Day

6. Name: Robert Steckel
Reason: Personal
Effective: 4/15/25 Half Day
4/16/25 Full Day

7. Name: Deborah Thorne
Reason: Personal
Effective: 3/27/25 Half Day

E. <u>Resignation</u>

1. Name: Noah Vogeler
Status: Assistant Football Coach
Assignment: Catasauqua High School
Reason: Personal
Effective : March 19, 2025

2. Name: Lauren Pereira
Status: Non Certified Instructional Aide
Assignment: Sheckler Elementary School
Reason: Personal
Effective : March 21, 2025

F. Substitute(s)

The following applicant(s) have requested to be added to the Substitute Employment List for the 2024-2025 School Year as follows:

Name	Assignment
Yasmeen Elsayed	Substitute Teacher

G. Approval Of Paid Administrative Leave, Effective March 7, 2025, Until March 14, 2025, For Employee #1603.

H. Approval Of Paid Administrative Leave, Effective March 21, 2025, Until April 1, 2025, For Employee #542.

I. Approval Of Paid Administrative Leave, Effective March 21, 2025, Until April 1, 2025, For Employee #1275.

J. Approval Of Short Term Substitute Rate Of $190.00 Per Day For Yasmeen Elsayed From March 26, 2025 Until Approximately May 23, 2025

K. Approval Of Short Term Substitute Rate Of $190.00 Per Day For Olivia Neal From March 24, 2025 Until The End Of The 2024-2025 School Year

L. Half Year Salary Increment Change

Approval is requested to adjust the compensation indicated below as per the Collective Bargaining Unit Agreement:

Erin Stramitis	**Step**	**Degree**	**Credits**	**Salary**
New	4	M	0	$73,106.00
Old	4	BS	36	$70,438.00
Difference				$2,668.00
Half Increment				$1,334.00

Items 15A, 15B, 15C, 15D, 15E, 15F, 15G, 15H, 15I, 15J, and 15L were combined by Board request

ROLL CALL VOTE

MOTION BY: DeLabar SECONDED BY: Bahsaw
AYE: Cieslak,, McGinley, Emert, Bashaw, Nattress, Cooper, Smale, DeLabar, Hein
NAY: 0
Nine Ayes, Zero Nays, Motion carried

M. Approval of 2025-2026 Secretary/Clerk Salaries
Superintendent requests approval of 2025-2026 salaries for Secretarial and Clerk positions, effective July 1, 2025, in form presented to the Board of School Directors.

N. Approval of 2025-2026 Food Service Salaries
Superintendent requests approval of 2025-2026 salaries for Food Service positions, effective July 1, 2025, in form presented to the Board of School Directors.

O. Approval of 2025-2026 Custodial and Maintenance Salaries
Superintendent requests approval of 2025-2026 salaries for Custodial and Maintenance positions, effective July 1, 2025, in form presented to the Board of School Directors.

P. Approval of 2025-2026 Transportation Salaries
Superintendent requests approval of 2025-2026 salaries for Transportation positions, effective July 1, 2025, in form presented to the Board of School Directors.

Q. Approval of 2025-2026 Administration Salaries
Superintendent requests approval of 2025-2026 salaries for Administration positions, effective July 1, 2025, in form presented to the Board of School Directors.

R. Student Custodian Summer Employment – Summer of 2025
Recommendation to hire the following for districtwide summer employment effective June 16, 2025 through August 1, 2025 from 7:00am to 12:00 pm:

Name	Pay Rate
Elias Butrous*	$10.50/hr
Jonathan Cordon-Pinto	$11.00/hr**
Camryn Cox*	$10.50/hr
Arianna Stallworth	$11.00/hr**
Alexander Strohl*	$10.50/hr
Diomar Quezada*	$10.50/hr

*pending receipt of employment paperwork
**returning summer worker

Items 15M, 15N, 15O, 15P, 15Q, and 15R were combined by Board request

ROLL CALL VOTE

MOTION BY: Emert SECONDED BY: Smale
AYE: Nattress, Emert, Cooper, McGinley, Smale, Bashaw, DeLabar, Cieslak, Hein
NAY: 0
Nine Ayes, Zero Nays, Motion carried

**At this time, Jillian Emert left the room 8:52 pm until 8:55 pm.*

S. Appointment Of Extra-Curricular Positions For The 2024-2025 School Year

#	Name	Position	Stipend
1	Colin Hawk	Assistant Baseball Coach (originally approved as a volunteer 6/11/24, administrative approval effective 3/3/25)	$3,100.00
2	Angela Renzo*	Assistant Softball Coach	Volunteer
3	Sarah Andrews*	Assistant Softball Coach	Volunteer
4	Madison Kessler*	Assistant Softball Coach	TBD pending start date and paperwork
5	Shelly Alexander	Assistant Softball Coach	$2,000.00
6	Charles Frantz*	Assistant Softball Coach	Volunteer
7	John Stires*	Assistant Track Coach (originally approved as a volunteer 6/11/24)	$1,300.00
8	Joseph Harakal	Assistant Track Coach (originally approved as a volunteer 6/11/24)	$1,300.00
9	Natalie Schlofer	Assistant Track Coach (originally approved as a volunteer 2/11/25)	$500.00
10	James Alexander	Head Middle School Soccer Coach (originally approved as TBD salary 2/11/25)	$3,000.00
11	Thomas Mullin*	Assistant Softball Coach	Volunteer

*pending receipt of employment paperwork

ROLL CALL VOTE

MOTION BY: DeLabar SECONDED BY: Cieslak
AYE: DeLabar, McGinley, Nattress, Cooper, Emert, Bahsaw, Cieslak, Smale, Hein
NAY: 0
Nine Ayes, Zero Nays, Motion carried

16. CURRICULUM

17. BOARD APPROVALS

A. Approval to End The Annual Thanksgiving Day Game between Catasauqua Area School District and Northampton Area School District
In collaboration with the Northampton Area School District, approval is requested to end the annual Varsity Football Thanksgiving Day Game between the Catasauqua Area School District and Northampton Area School District

TABLED ITEM - A motion was made above under 15 (C) **PRESENTATIONS/AUDIENCE INPUT to Table Item 17 (A) until next board meeting to be held on May 6, 2025.*

B. Approval of Facilities Plan Committee Report of the CLIU #21 (resolution)
Request approval of the 2025-2026 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit Facilities Plan Committee on February 11, 2025, and the CLIU 21 Board of Directors on March 17, 2025. 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.

C. Approval to Attend Conference, Seminars, etc.

D. Approval Of The Following Job Descriptions Effective April 8, 2025:

Custodial Leader
Facilities Leader
Grounds Leader
Facilities Maintenance Worker
Grounds Maintenance Worker

Items 17B, 17C, and 17D were combined by Board request

ROLL CALL VOTE

MOTION BY: Bashaw SECONDED BY: McGinley
AYE: Emert, DeLabar, Cieslak, Cooper, Smale, Nattress, McGinley, Bashaw, Hein
NAY: 0
Nine Ayes, Zero Nays, Motion carried

E. Approval To Dispose Or Resell Weight Room Equipment And Accept Credit For Any Items With Remaining Value

F. Administration Requests Board Approval To Award Vendor, Kelley Bros, LLC For The Sheckler Entryway Door Bid In The Amount Of $47,186.00 (bid tabulation)

G. Approval of Additional Revised Van/Bus Stops
Approval is requested of the revised Van/Bus Stops for the School Year, effective immediately. Indicated Stops are subject to change due to additional student enrollments/withdrawals, alternate educational placements, new students/changes that occur at an address that is classified by the state as a hazardous road, or change/addition to a student IEP. All revisions will be maintained by the Transportation Operation Office, and will be made available at all times. Additionally, changes are stored within the transportation software management system.

Items 17E, 17F and 17G, were combined by Board request

MOTION BY: McGinley *SECONDED BY: Smale*

At this point, Dale Hein questioned if Agenda Item 17. (E)* ***Approval To Dispose Or Resell Weight Room Equipment And Accept Credit For Any Items With Remaining Value* *should go through a bid process first. It was then decided to Table the item until next Board Meeting. A Roll Call Vote followed.*

ROLL CALL VOTE

MOTION BY: Hein *SECONDED BY: Emert*
AYE: Smale, Cooper, Emert, Bashaw, Nattress, Cieslak, McGinley, DeLabar, Hein
NAY: 0
Nine Ayes, Zero Nays, Motion carried

It was then decided to vote again on Items 17. (F)* ***Administration Requests Board Approvals To Award Vendor, Kelley Bros, LLC For The Sheckler Entryway Door Bid In The Amount Of $47,186.00 (bid tabulation) and 17. (G) Approval of Additional Revised Van/Bus Stops (none for April).* *A Roll Call followed.*

ROLL CALL VOTE

MOTION BY: Hein *SECONDED BY: Emert*
AYE: Bashaw, Cieslak, Emert, Nattress, McGinley, Cooper, Delabar, Smale, Hein
NAY: 0
Nine Ayes, Zero Nays, Motion carried

18. RECOGNITION OF GUESTS & VISITORS

***** *Those who commented: See names inserted in permanent minute book*

At this time Item 17. (E) **Approval To Dispose Or Resell Weight Room Equipment And Accept Credit For Any Items With Remaining Value This item was initially tabled due to the assumption that disposal or resale of school district-owned equipment would require a formal bidding process. However, the District Solicitor, David Knerr, provided at this time clarification indicating that a bidding process was not required in this case. Based on this information, a motion was made and seconded to remove the item from the table. The motion was put to a voice vote, with nine members voting "Aye" and none opposed. The motion carried, and the item proceeded for discussion and action.*

MOTION BY: Emert SECONDED BY: McGinley
Nine Ayes, Zero Nays, Motion carried

At this time, subsequent to the approved motion to remove the item from the table, Agenda Item 17(E) was formally brought back before the Board for consideration. A roll call vote was then conducted to authorize the disposal or resale of the weight room equipment and to accept credit for any items deemed to have remaining value.

ROLL CALL VOTE

MOTION BY: McGinley SECONDED BY: Bashaw
AYE: Cooper, Smale, Cieslak, Nattress, Emert, DeLabar, McGinley, Bashaw
NAY: Hein
Eight Ayes, One Nay, Motion carried

19. NEXT MEETING DATES

A.	Tuesday, May 6, 2025	7:00 PM	School Board Meeting
B.	Wednesday, May 7, 2025	5:00 PM	B & G Committee Meeting
		6:00 PM	Athletic Committee Meeting
		7:00 PM	Academics Committee Meeting

20. ADJOURNMENT

MOTION BY: Emert *SECONDED BY: Bashaw*
Motion carried

Time Adjourned: 9:54 P.M.

Respectfully submitted,

Jason Bashaw
Secretary