MINUTES

CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, January 13, 2026
7:00 PM – District Administration Office

1. CALL TO ORDER ..... President, Dale Hein
President Dale Hein called the meeting to order at 7:18 P.M.

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

3. ROLL CALL

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

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

Note: *The attendance listed in the January minutes was corrected for accuracy. Thomas Moll was mistakenly marked as "present" when he was absent, and Patrick McNulty and David Todd were marked as "absent" when they were actually present. These corrections have been made to ensure the record is accurate.*

4. NOTICE OF EXECUTIVE SESSIONS

A. Executive Session for Legal and Personnel Reasons at 6:00 P.M.
An executive session was held until 7:04 P.M.

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. Sheckler Elementary Students of the Month – Dr. Robert Kucharczuk, Building Principal.

First Grade	
Ashton Geiger	*Kinley Brown*

B. CMS Roughie of the Month – Mr. Patrick McNulty, Building Principal.

OCTOBER				
Grade 5	***Grade 6***	***Grade 7***	***Grade 8***	***Related Arts***
Garrett Dotterer	*Julian Jean Jacques*	*Cayden Caban*	*Jayden Cruz*	*Avery Geige*

NOVEMBER				
Grade 5	***Grade 6***	***Grade 7***	***Grade 8***	***Related Arts***
Lauren Rotell	*Javien Santana*	*Sandra Salima*	*Chunxi Jiang*	*Aaron Caro Gonzalez*

DECEMBER				
Grade 5	***Grade 6***	***Grade 7***	***Grade 8***	***Related Arts***
Emma Pawlowski	*Emma Vogel*	*Sophia Deitzel*	*Alec Siegmund*	*Emily Janoski*

C. Sheckler Elementary School Addition Update - Michelle Mozingo, Senior Designer, Alloy5.
An update was provided comparing traditional and modular construction based on their impacts on schedule, operations, layout, lifespan, and cost.

At this point, Board President Dale Hein asked if there were any comments or questions from the audience regarding agenda items.

Connie Yaqub - asked about the airport's expansions (Dale) 3rd runway.

Board Modification/Action:
Board President Dale Hein made a motion to move Board Approval Item ***15-M, Approval of a Construction Method for the Sheckler Elementary School Addition****, up on the agenda to be acted upon under Item 5C. A Roll Call Vote followed for the construction method and not the specific layout.*

Voting for Traditional method:
ROLL CALL VOTE

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

As a result of this action, Item 15-M was approved under Item 5C and was not taken up later on the agenda.

D. School Board Director Recognition Month – Dr. Christina Lutz-Doemling, Superintendent of Schools.
Dr. Christina Lutz-Doemling introduced each building principal, who then facilitated student-led presentations and presented thoughtful gifts as a token of appreciation for the hard work and dedication of the Catasauqua Area School District Board of School Directors.

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education - Melissa Inselmann

- *I am happy to report that all went well with our Winter High School Keystone assessments, and makeups are underway. David, Joe, Paul, Dan, and Audrey did a great job ensuring that the technology required for the online assessments was operating efficiently and smoothly.*
- *We are also administering the WIDA assessments to our English Language students, conducted by Eliza and Corinne, our ESL teachers. Everything is running smoothly.*
- *Also starting this month, Sheckler is administering the state FireFly benchmark assessment to our 3rd and 4th-grade elementary students, for which Parent Reports will be provided. Buildings are already planning their assessment calendars for the 2026-2027 school year.*
- *At our February 4th Academics and Education Committee meeting, the high school's Career Planning Guide for 26-27 will be on the agenda for review, and then placed on the February School Board agenda for your approval. The principals will provide building updates, and we will also share additional curriculum and professional development highlights at that time.*

B. Finance - Lindsey Wallace

- *Not too much to share. The Feds are anticipated to continue to drop interest rates. So good for borrowing, which we currently are not looking to do but may benefit us in the future if we do. On the flip side, it hurts for investing. Rates are currently hovering around 3.5%*
- *Other than that, plugging away on 2026-2027 Budget. We are currently in process of meeting with Administration to review specific department needs. We will have our Special Budget Meeting March 18th to review the early look at the preliminary Budget*

C. Building & Grounds - Eric Dauberman

- *The Building and Grounds Department would like to thank the board for approving the new Kubota RTV that was delivered last week. It came equipped with snow blower and spinning broom front-end attachments. It will replace a John Deere tractor that is at the end of life and be primarily used to clear sidewalks during snow events around Sheckler and CMS. Photos provided.*
- *A depression was discovered near a storm grate in the asphalt at the stadium. It was thoroughly investigated by a professional firm (Skepton) to ensure that it was not a sinkhole that could pose a danger of opening into a larger hole and becoming a danger. This was approached and evaluated with an abundance of caution due to past problems in that immediate area of the property. No evidence was found to show it to be a major concern, the depression was filled, and we do not anticipate further concerns, but will monitor.*
- *Administration continues to meet twice per month with Alloy 5 to discuss and evaluate plan options.*

D. Policy - David Knerr

2nd. Reading of the Policies discussed last month.

- Policy 702 - Gifts, Grants, Donations - Second Reading (clean) (redline)
- Policy 201.1 - Foreign Exchange Students - Second Reading (clean)

E. **Athletics - Thomas Moll**

- *The boys basketball team is 9-4 on the season and are playing home against Northern Lehigh this evening.*
    - *In a game against Pleasant Valley in the Slatington Rotary Tournament, senior Frankie Pujols scored 20 points and became the 13th boy and 24 player overall in school history to score 1,000 career points.*
    - *The Rough Riders boys basketball team defeated Pen Argyl 59-35 in a Colonial League basketball game on Saturday, January 3rd. The win marked the 400th head coaching victory for head coach Eric Snyder.*
    - *Senior night for boys basketball is Monday, January 26th vs. Bangor.*
- *The girls basketball team is 8-4 on the season and are playing at Northern Lehigh this evening.*
- *Senior night for girls basketball is Wednesday, January 28th vs. Saucon Valley.*
- *Boys wrestling is 3-5 on the season and girls wrestling is 5-1 on the season. Both teams wrestle at home tomorrow versus Palmerton. Senior night for both boys and girls wrestling is scheduled for Thursday, February 5th versus Executive Education.*
- *The **Catasauqua High School Hall of Fame Class of 2025 Induction Ceremony** will take place in the Catasauqua High School Gymnasium on **Saturday, January 17th** when the Rough Riders host Kutztown Area High School in a girl-boy varsity basketball doubleheader. The girls game is scheduled to begin at 1:00pm and the boys game at 3:00pm. The induction ceremony will take place between games; most likely beginning between **2:15pm** and **2:30pm**.*
    - *This year's induction class includes:*
    - *Robert Bydlon - Head Football Coach*
    - *Vincent Rogusky - Class of 1976*
    - *Joseph Gmitter - Class of 1996*
    - *Sarah (Onkotz) Hartland - Class of 2000*
    - *Kyle Miller - Class of 2008*
    - *Zack Bradley - Class of 2014*

F. **Carbon Lehigh Intermediate Unit # 21 - Jason Bashaw**

- *Nothing at this time*
- *Meeting on January 28, 2026*

G. **Borough of Catasauqua - Dale Hein**

- *Reorganization Meeting*
    - *Robert Zaykos - Elected onto the Borough*
    - *President - Virginia Schelgel*
    - *Vice President - Kim Brubaker*
    - *Open Seat filled by Shawn O'Boyle*
- *New Mayor - Anthony Alcalde*

H. **Borough of North Catasauqua - Christy Cooper**

- *No updates with regards to our district*

I. **Hanover Township - Lindsey Wallace**
- *B Braun recently announced a $20 Million Expansion to its manufacturing center in Hanover Township. This project is expected to create 200 new jobs and should bring in more local RE tax revenue to the District.*

J. **PSBA Liaison Update - Lauren Cieslak**
- *Offering Certification Program - AI in Education*
  - *Registration closes March 20th*
  - *Course runs from April 6th.- May 8th.*
- *AI powered assistant available as well called "Meet Franklin"*
- *Liaison quarterly meetings*

K. **Lehigh Career & Technical Institute Update - Jillian Emert** – *Nothing at this time*

L. **Student Representatives - Dante Hatcher-Wilson and Nikoloz Kemashvili**
Nikoloz Kemeshvili - Journalism - working on Brown and White

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. Reorganization School Board Meeting Held on December 9, 2025

B. School Board Meeting Held on December 9, 2025

8. APPROVAL OF TREASURER'S REPORT FOR DECEMBER 2025

9. APPROVAL OF BUDGET TRANSFERS DECEMBER 2025

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS JANUARY 2026

11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P DECEMBER 2025

12. FINANCIAL

A. Exoneration - Tax Collectors 2024-2025 Exception Taxes
The following tax collector(s) of the Catasauqua Area School District request exoneration from collecting the taxes listed below for the **2024-2025** in accordance with Section 685 of the Public School Code. These taxes are deemed delinquent and will be submitted to Portnoff Associates for further collection. The deadline for collection of these taxes was **October 31, 2025**.

Tax Collector	Municipality	2024-2025 Exception
James Delbertis	Catasauqua	$567.04
Catasauqua Area SD	Hanover	$0.00
Donna Schifko	North Catasauqua	$32.70

B. Exoneration - Tax Collectors 2025-2026 Base Real Estate Taxes

The following tax collector(s) of the Catasauqua Area School District request exoneration from collecting the following base real estate taxes for the 2025-2026 school year 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, 2025.

Tax Collector	Municipality	2025-2026 Base Real Estate
James Delbertis	Catasauqua	$280,061.74
Catasauqua Area SD	Hanover	$148,342.72
Donna Schifko	North Catasauqua	$85,168.33

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

ROLL CALL VOTE

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

13. PERSONNEL

A. Removal of the Following Substitute Employees for the 2025-2026 School Year:

Name	Position	Reason	Effective
Donna Roesser	Cafeteria Substitute	Personal	1/02/2026
Vivianalis Rosa	Non CDL Substitute	Other Employment	1/10/2026

B. Retirement

1. Employee: Michael Ritter
   Status: CDL Driver
   Start Date: December 3, 2019
   Retirement Date: February 27, 2026

2. Employee: Stephanie Ritter
   Status: High School Secretary
   Start Date: October 11, 2004
   Retirement Date: August 18, 2026

C. Resignation

1. Name: Sylvia Seregelyes
   Status: Non Certified Instructional Aide
   Assignment: Sheckler Elementary School
   Reason: Personal
   Effective: December 16, 2025

D. Substitutes:

The following applicant(s) have requested to be added to the Substitute Employment List for the 2025-2026 School Year as follows:

Name	Assignment
Danjalez Martinez*	Non CDL Substitute
Michael Stauffer*	Non CDL Substitute

*pending receipt of all required onboarding documentation and forms

E. Change in Employment Status

1. Name: Susan Conner
Previous Status: Substitute Teacher
Current Status: Short Term Substitute
Assignment: Catasauqua Middle School
Rate of Pay: $190 per day
Benefits: N/A
Effective : January 5, 2026
End Date: March 12, 2026

2. Name: Robert Miller Jr.
Previous Status: Custodial B
Current Status: Custodial A
Assignment: Districtwide
Rate of Pay: $26.29 per hour
Benefits: As per Teamster Contract
Effective : January 14, 2026

F. Approval for Days Without Pay

1. Name: Breann Vanlieu
Reason: Personal
Effective: 12/4/2025 Full Day
12/17/2025 Full Day

2. Name: Melissa Vazquez
Reason: Sick
Effective: 12/4/2025 Full Day, 12/5/2025 Full Day, 12/8/2025 Full Day
01/5/2026 Full Day, 01/6/2026 Full Day, 01/7/2026 Full Day
01/8/2026 Full Day, 01/9/2026 Full Day, 01/12/2026 Full Day

3. Name: Courtney Schwartz
Reason: Sick
Effective: 12/17/2025 Full Day

4. Name: Cecelia Ramirez
Reason: Sick
Effective: 12/19/2025 Full Day

5. Name: Nichole Grym
Reason: Personal
Effective: 2/12/2026 Full Day

G. Half-Year Salary Increment Change

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

Juliana Casto	Step	Degree	Credits	Salary
New	9	M	18	$88,736.00
Old	9	M	15	$87,736.00
Difference				~~$500.00~~
Half Increment				~~$250.00~~

**An error was found in Item 13G, Difference is instead $1,000.00 and Half Increment is $500.00*

H. Half-Year Salary Increment Change

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

Savannah Dixon	Step	Degree	Credits	Salary
New	3	BS	24	$69,846.00
Old	3	BS	21	$69,223.00
Difference				$623.00
Half Increment				$311.00

I. Approval to Rescind Employment Offer

1. Name: Ashley Soto
Status: Non Certified Instructional Aide
Assignment: Sheckler Elementary School
Reason: Failure to Complete Employment Paperwork

J. Nomination for Appointment

1. Name: Wendy Bissinger*
   Status: Non Certified Instructional Aide
   Assignment: Sheckler Elementary School
   Rate of Pay: $148.00 per day
   Benefits: As per the Collective Bargaining Agreement
   Effective : Upon Completion of Employment paperwork

*pending receipt of all required onboarding documentation and forms

K. Appointment of Extra-Curricular Positions for the 2025-2026 School Year:

#	Name	Position	Stipend
1	Bradley Wilson	Assistant Indoor Guard Instructor	Volunteer
2	Dominic Martell	Assistant Baseball Coach	Volunteer
3	Caleb Wanamaker	Assistant Football Coach	Volunteer
4	Caleb Wanamaker	Assistant Baseball Coach	Volunteer
5	Javier Rivera*	Assistant Softball Coach	$3,201.00
6	Joseph Harakal	Assistant Track and Field Coach	$3,201.00

*pending receipt of all required onboarding documentation and forms

Items 13A, 13B,13C, 13D, 13E, 13F, 13G, 13H, 13I, 13J, and 13K were combined by Board request

ROLL CALL VOTE

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

14. CURRICULUM

15. BOARD APPROVALS

A. Approval of §311(d) Resolution to Not Raise Taxes Beyond the State Index
Approval of Resolution Pursuant to Taxpayer Relief Act §311(d) for the 2026-2027 Fiscal Year Restricting the Increase in the Rate of any Tax to the Applicable Index and Otherwise Satisfying the Requirements of §311(d) **PDE Form 2028.**

ROLL CALL VOTE

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

B. Re-approval and Reaffirmation of PSBA's Principles for Governance and Leadership
Approval is requested for the re-approval and reaffirmation of PSBA's Principles for Governance and Leadership by the Board of School Directors.

C. Approval of Policy – Second Reading
Approval is requested for the Second Reading of the following policy:

Section: Property
Policy #: 702
Title: Gifts, Grants, Donations

D. Approval of Policy – Second Reading
Approval is requested for the Second Reading of the following policy:

Section: Pupils
Policy #: 201.1
Title: Foreign Exchange Students

E. Motion to Approve the Change of the Scholarship Name from the *Frank "Jive" Snyder Memorial Fund* to the *Frank "Jive" and Janice "Nin" Snyder Memorial Scholarship Fund*.

F. Approval of Memorandum of Understanding: Health Professions Volunteer Experience with St. Luke's Health Network to Support a Career Mentoring Program for Catasauqua High School Students

G. Approval to Attend Conferences, Seminars, etc.

H. Tax Assessment Appeal — 1787 Airport Road (HJ & VJ, Inc.)
Authorization for the solicitor to settle the tax assessment appeal with regard to 1787 Airport Road (HJ & VJ, Inc.) (PIN 641813266007-1) by establishing a new assessed value of $6,224,400 for tax years beginning in 2026 and subsequent tax years.

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

ROLL CALL VOTE

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

I. Approval is requested for the PA Higher Education Assistance Agency (PHEAA) PA Mental Health Education Learning Program in Schools (PA Helps) Participation Agreement.

J. Approval of Lehigh Valley Health Network Epic Nexus QHIN Agreement for Nurse Health Record Management.

K. Approval of Lehigh Valley Health Network EHR System Access Agreement for Nurse Health Record Management.

L. Approval of the Amendment to Lehigh Valley Health Network Provider Services Agreement to include Medical Review and Authorization of Student IEPs for School Based Medical Access Services.

Items 15I, 15J, 15K, and 15L were combined by Board request

ROLL CALL VOTE

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

M. Approval of a Construction Method for the Sheckler Elementary School Addition

**Note-Item 15-M: Approval of a Construction Method for the Sheckler Elementary School Addition. By Board action, this item was moved up on the agenda and acted upon under Item 5C and therefore was not taken up at this time.*

N. 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.

None

16. RECOGNITION OF GUESTS & VISITORS

VISITOR:
Casey Scanlan – Parkland Student
Voiced concerns with current PIAA playoff athletics and recruitment rules. Casey highlighted concerns about private non-boundary students, and explained his concerns regarding athletes are at a disadvantage again "on'-boundary" (private, charter or parochial) schools thus creating an unfair competitive advantage. A group called "Support PA H.B. 4" is urging everyone to contact their local legislation to pass bill ***PA HB41*** *that would separate public and private athletics. This bill would address the rise of non-boundary charter schools and their impact on competition. Casey had also noted that many districts and leagues have already expressed support for this change.*

Dan Kotran:
- *The State's Ready to Learn grant has finally become available as of the beginning of January. This grant totals $325,675 and supports two kindergarten teachers' salaries and benefits along with a variety of digital platforms used throughout the district.*
- *Shelley Keffer and I attend the J4 planning meetings that have been happening in N. Catty. We're excited to be a part of the planning for this event. So far, the district plans to help out with basket donations for a basket bingo fundraiser, assistance in creating promotional flyers, and the use of the stadium for the fireworks presentation.*
- *Paul and I, along with the rest of the technology team would like to thank the board for their dedication and support to our district.*

Dr. Robert Kucharczuk:
- *Thank you to our School Board for your constant support for our staff and school community. Enjoy the specially baked treat from Mrs. Laura Kotran Almond Ricotta cake with lemon and blueberries for the board.*
- *Thank you to Mrs. Derr and our 4th grade team for a wonderful winter concert*
- *Thank you to our H&S members for the festive activities and events in December*
- *Happy New Year*

Patrick McNulty:
- *Shout out to Mrs. Derr and Mr. Leiderman and their members as they held their winter band concert last month. They also performed two shows for our student body.*
- *The choir will also perform at a Phantoms game on February 28.*
- *Some of our band members are attending a Broadway show in New York City today with the high school band.*
- *Thank you to the members of the school board for all the support and guidance to our students*

David Todd:
- *Many thanks to the School Board for your continued support of our students, families, and staff.*
- *CHS just wrapped up Winter Keystone Exams, the next phase is in May.*
- *The first semester wraps up on January 21st.*
- *Career Experiences are very successful.*
- *FBLA is up and running and doing very well with students placing for competitions.*
- *The team is working on coordinating the 8th grade scheduling process and visits. A new 9th grade class is fast approaching.*

Melissa Inselmann:

- *I just want to take a moment to recognize all of you and thank you for your commitment and dedication to our school district. The time, thought, and care you put into decisions that impact our students, staff, and community do not go unnoticed. From supporting curriculum and assessment to backing initiatives such as career readiness and AI-enhanced learning, your leadership directly shapes what happens in our classrooms every day, so thank you for all you do!*

Eric Dauberman:

- *Thank you board members for your continued service to families of Catasauqua.*
- *We continue to post a few openings that we have available. Thank you to the building administrators for your continued efforts to help fill any openings.*
- *CHS Shark Tank participation - Ms. Flueso.*

Lindsey Wallace:

- *Thank you to all for all you do. I truly appreciate each of you, your input and support to the Admin team*

Jillian Emert:

- *Thanked everyone for all the amazing gifts*

Lauren Cieslak:

- *Thanked the PTO at Sheckler*
- *Thanked whomever was doing the social media posting of events.*

Eric DeLabar:

- *Thank you for the gifts and happy new year!*

Shawn McGinley:

- *Thank you for the gifts and for everything you do*

Jamie Nattress:

- *Thanked the Middle School for the Wonderful Dance*

Jeremy Smale:

- *Happy New Year to everyone!*

Jason Bashaw:

- *Expressed sincere gratitude with PIAA challenges and its implications.*
- *Keep up the good work in 2026*

Christy Cooper:

- *Thanked everyone for all the gifts.*

Dale Hein:

- *Thank you everyone for all the kind gifts.*

Dr. Christina Lutz-Doemling:

- *Thank you for approving the St. Luke's MOU that will allow us to expand our internship and career mentoring program off site in various St. Luke's career related experiences. These experiences are not prohibited by our LVHN sports medicine agreement.*
- *Also, wanted to point out that C3P group coordinated by Lois Reed has also provided a small gift/token of appreciation for all that you do.*

17. NEXT MEETING DATES

A.	Wednesday, February 4, 2026		Committee Meetings: 5:00 PM-Buildings and Grounds 6:00 PM-Athletic 7:00 PM-Academics
B.	Tuesday, February 10, 2026	7:00 P.M.	School Board Meeting

18. ADJOURNMENT

MOTION BY: McGinley *SECONDED BY: Emert*

Motion carried

Time Adjourned: 8:57 P.M.

Respectfully submitted,

Jason Bashaw
Secretary