MINUTES

CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, April 14, 2026, at 7:00 P.M.

1. CALL TO ORDER .....Vice President, Jillian Emert
Vice President Jillian Emert called the meeting to order at 7:00 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		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	X
Lauren Cieslak	X	Eric Dauberman	X
Eric DeLabar	X	Melissa Inselmann	X
Shawn McGinley		David Todd	X
Jamie Nattress	X	Robert Kucharczuk	X
Jeremy Smale	X	Thomas Moll	X
Student Representatives		Daniel Kotran	
Dante Hatcher-Wilson	X	Patrick McNulty	X
Nikoloz Kemashvili			

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

4. NOTICE OF EXECUTIVE SESSIONS

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

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

Third Grade		
Nawal Kholi	***Lillian Falko***	***Rowan Kuharik***
Justin Scrofano	***Sebastian Jackson***	
Fourth Grade		
Penelope Garcia		

B. Student Recognition – March 2026 National Youth Art Month - CHS Students' Artistic Accomplishments – Charles Matz, CHS Art Teacher

C. Sheckler Elementary School Addition Updates:
- Alloy5 – *Provided the Board Updates*
- The Pelorus Group - John Carson, Assoc. AIA – *Provided the Board Updates*

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education - Melissa Inselmann

- *This month marks a very busy month with State Assessments:*
  - *Sheckler and Middle Schools are administering the PSSAs next week, starting with ELA* in grades 3-8, and then the following week, Math in grades 3-8 and Science in grades 5 & 8.
- *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.*
- *Emma Kalman, the STEM Teacher at Sheckler Elementary, will teach two summer camp days in June for our CASD students entering grades 2nd-4th and 5th-8th. Tentative dates are June 16th for 2nd-4th grade and June 17th for 5th-8th grade.*
- *I'll have this, along with more information, to report at the upcoming Academics and Education Committee meeting on April 28th*

B. Finance - Lindsey Wallace

- *We are continuing to look at cost saving measures across the District, from contracts to courses, to our processes and efficiencies…. we are exploring all options. On the flip side we are also looking at where we can bring in more revenues through subsidies, creative partnerships or other avenues. I will provide more details at the upcoming committee meetings on the specifics.*
- *I do however want to provide one update regarding the transportation analysis. Wayne McCullough has already been out on site to start the Transportation analysis and he has been wonderful so far. We should definitely see additional revenues with some minor changes, and we look forward to meeting with him again to review the full report. We will share the results and recommendations once we receive.*

C. Building & Grounds - Eric Dauberman

- *Work has been completed on the repair of a broken underground drainpipe that serves the district Transportation Office and Fieldhouse. This was done with the help of an outside vendor, and by the skilled and dedicated members of the CASD Buildings and Grounds crews. A very special thanks to Randy Tkach, Xaver Fryslin, Ian Hymans, and James Kessler for digging the trench, which saved the district as much as $15,000 in excavation and equipment rental costs.*
- *Work has been completed on the removal of 7 problematic trees and 2 stumps at Sheckler, DAO, and Thomas Field.*

D. Policy - David Knerr

Policy 139 - Volunteer Certifications- First Reading (clean) (redline)

Mr. David Knerr provided an update on Policy 139:

Difficult to get volunteers in general, but makes it more difficult that we require an addition (not required) 3-hour training video

Removing the District requirement from policy for the 3-hour training video

E. Athletics - Thomas Moll

- *We are at the mid-point of the spring sports season.*
- *Track and Field will have its second and final meet next Tuesday. It is also Senior Day. We will be recognizing 21 seniors and their parents/guardians.*
- *Baseball has a record of 5-5. We lost a tough game yesterday at home to Jim Thorpe. As of now, baseball senior night is scheduled for Monday, April 27th versus Salisbury at Limeport.*
- *Softball has won two games this year after not winning a game last year. Softball senior night is scheduled for Thursday, April 30th versus Salisbury at Pates Park.*

- *Our College Sports Signing Day is scheduled for Monday, May 11th at 1:30pm in the CHS Gymnasium.*
- *For the third year in a row, the Catasauqua Area School District received a donation from Giant Food Stores as part of their Feeding School Kids Campaign. Representatives stopped by our admin office today to present the school district with a check for $2,609.84. The money is used to help buy snacks, drinks and other food for our students who are involved in all areas of our extra-curricular and co-curricular programs.*
- *The 19th Annual Rough Rider Golf Tournament will take place on Sunday, September 13th at Whitetail Golf Club. A shotgun start is scheduled for 1:30pm. This is a location and date change from previous years.*

F. Carbon Lehigh Intermediate Unit # 21 - Jason Bashaw
- *IU Board voting on board of directors*
- *Next Meeting is Monday*

G. Borough of Catasauqua - Dale Hein – *Not in attendance*

H. Borough of North Catasauqua - Christy Cooper – *No Update*

I. Hanover Township - Lindsey Wallace – *Nothing pertaining to the district*

J. PSBA Liaison Update - Lauren Cieslak
- *April Keystone - Literacy Focus - PCN/PSBA YouTube*
- *Registration for PSBA School Leadership Conference in October 2026*
- *Domestic exchange program - national non-profit*
- *2027 Summer, 2 weeks, Graduated seniors - no cost to District or Student*

K. Lehigh Career & Technical Institute Update - Jillian Emert
- *Senior recognition - PPL Center May 28, 2026*

L. Student Representatives - Dante Hatcher-Wilson and Nikoloz Kemashvili
- *Dante*
  - *Journalism, working on May Issue - out before prom*
  - *LTCI Field trip*
- *Nick*
  - *Track*
  - *Scholarships*

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on March 10, 2026

8. <u>Special School Board Meeting Held on March 18, 2026</u>

9. APPROVAL OF TREASURER'S REPORT FOR MARCH 2026

10. APPROVAL OF BUDGET TRANSFERS MARCH 2026 <u>ACCOUNT CODES</u>

11. APPROVAL FOR PAYMENT OF ALL A/P BILLS APRIL 2026

12. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P MARCH 2026

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

ROLL CALL VOTE

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

13. FINANCIAL

A. Exoneration - Tax Collectors 2024-2025 School Year Exception Taxes

The following tax collectors of the Catasauqua Area School District request exoneration from collecting the taxes listed below for the 2024-2025 school year 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 March 31, 2026.

Tax Collector	Municipality	2024-2025 Exception
James Delbertis	Catasauqua	$0.00
Catasauqua Area SD	Hanover	$0.00
Donna Schifko	North Catasauqua	$224.84

ROLL CALL VOTE

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

14. PERSONNEL

A. Intent to Retire

Approval is requested to accept the Intent to Retire, effective the end of the 2025-2026 school year:

Name	Assignment	Years of Service
Trajano Bastidas	High School Social Studies	29 Years of Service

B. Retirement

1. Employee: Denise Shoemaker
   Status: Elementary School Administrative Assistant
   Start Date: July 24, 1996
   Retirement Date: January 22, 2027

C. Removal of the Following Substitute Employee(s) for the 2025-2026 School Year:

Name	Position	Reason	Effective
John Yanek	Substitute Teacher	Did not complete employment clearances	3/10/2026
Sarah Tyler	Substitute Non CDL Driver	Other Employment	3/30/2026

D. Substitutes:

The following applicants have requested to be added to the Substitute Employment List for the 2025-2026 school year as follows:

Name	Assignment
Ginodu Dante Salami*	Non-CDL Substitute Driver
Bryce Bashore* ✣	Daily Building Substitute Catasauqua Middle School

*pending receipt of all required onboarding documentation and forms

✣ *Under Act 91 as a Teacher Preparation Program Completer, pending receipt of all required onboarding documentation and forms*.

E. Approval for Days Without Pay

1. Name: Allysha Weaver
   Reason: Personal
   Effective: 3/23/2026 Full Day
   4/22/2026 Full Day
   4/23/2026 Full Day
   4/24/2026 Full Day

2. Name: Breann Vanlieu
   Reason: Personal
   Effective: 3/16/2026 Half Day
   3/30/2026 Full Day

3. Name: Courtney Schwartz
   Reason: Sick
   Effective: 3/26/2026 Full Day
   Reason: Personal
   Effective: 3/31/2026

4. Name: Todd Troxell
   Reason: Personal
   Effective: 3/20/2026 Half Day

5. Name: Nichole Grym
   Reason: Personal
   Effective: 3/30/2026 Half Day
   3/31/2026 Full Day
   4/01/2026 Full Day
   4/09/2026 Full Day
   4/10/2026 Full Day

F. Nomination for Appointment

1. Name: Scott Acker*
   Status: Custodial B
   Assignment: Districtwide
   Rate of Pay: As Per Teamsters Agreement
   Benefits: As Per Teamsters Agreement
   Effective: April 15, 2026

2. Name: Jaimie Rosentel*
   Status: School Nurse ✣
   Assignment: Catasauqua High School/Catasauqua Middle School
   Rate of Pay: $66,327.00
   Benefits: As Per Collective Bargaining Agreement
   Effective: August 11, 2026

3. Name: Brittany Rabe*
   Status: School Counselor
   Assignment: Sheckler Elementary School
   Rate of Pay: $82,838.00
   Benefits: As Per Collective Bargaining Agreement
   Effective: August 11, 2026

4. Name: Douglas Kish ❖
   Status: Part-Time Unarmed Security Guard
   Assignment: Districtwide
   Rate of Pay: $31.00 per hour
   Benefits: N/A
   Effective: April 15, 2026

*When indicated, denotes individuals pending receipt of required onboarding documentation and forms.

✣ Contingent upon receipt of Pennsylvania Certified School Nurse certification from the Pennsylvania Department of Education (PDE).

❖Approval of Agenda Item 14F-(4) - Nomination for Appointment, is contingent upon the approval of Agenda Item 16E- Approval of the Part-Time Unarmed Security Guard Position and Associated Job Description.

G. Change in Employment Status

1. Name: Cindy Kuntzman
   Previous Status: Substitute Teacher
   Current Status: Short Term Substitute Teacher
   Assignment: Catasauqua Middle School
   Rate of Pay: $190.00 per day
   Benefits: N/A
   Effective: March 16, 2026 to June 10, 2026

2. Name: Grace Baroun
   Previous Status: Short Term Substitute Teacher
   Current Status: Daily Building Substitute Teacher
   Assignment: Catasauqua High School
   Rate of Pay: $150.00 per day
   Benefits: N/A
   Effective: March 26, 2026

3. Name: Grace Baroun
   Previous Status: Daily Building Substitute
   Current Status: Short Term Substitute Teacher
   Assignment: Catasauqua High School
   Rate of Pay: $190.00 per day
   Benefits: N/A
   Effective: April 14, 2026

4. Name: Bryce Bashore* ✣
   Previous Status: Daily Building Substitute
   Current Status: Short Term Substitute
   Assignment: Catasauqua Middle School
   Rate of Pay: $190.00 per day
   Benefits: N/A
   Effective: Approximately May 22, 2026

✣ *Under Act 91 as a Teacher Preparation Program Completer, pending receipt of all required onboarding documentation and forms*.

Items 14A, 14B, 14C, 14D, 14E, 14F, and 14G, were combined by Board request

ROLL CALL VOTE

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

H. Approval of FMLA
Approval for FMLA for employee #2689 from approximately April 30, 2026, to approximately May 28, 2026.

I. Approval of Paid Administrative Leave, Effective April 7, 2026, Until April 9, 2026 for Employee #2626.

J. Approval of Paid Administrative Leave, Effective April 10, 2026, Half Day PM, for Employee #2953.

K. Appointment of Game Worker – 2025-2026 School Year
It is recommended that the name listed below be appointed as Game Worker for the 2025-2026 school year:

Jennifer Conway

L. Approval of 2026-2027 Secretary/Clerk Salaries
Superintendent requests for approval of 2026-2027 salaries for all Support Staff/Secretarial and Clerk positions, effective July 1, 2026, in form presented to the Board of School Directors.

M. Approval of 2026-2027 Food Service Salaries
Superintendent requests approval of 2026-2027 salaries for Food Service positions, effective July 1, 2026, in form presented to the Board of School Directors.

N. Approval of 2026-2027 Custodial and Maintenance Salaries
Superintendent requests approval of 2026-2027 salaries for Custodial and Maintenance positions, effective July 1, 2026, in form presented to the Board of School Directors.

O. Approval of 2026-2027 Transportation Salaries
Superintendent requests approval of 2026-2027 salaries for Transportation positions, effective July 1, 2026, in form presented to the Board of School Directors.

P. Approval of 2026-2027 Administration Salaries
Superintendent requests approval of 2026-2027 salaries for Administration positions, effective July 1, 2026, in form presented to the Board of School Directors.

Q. Student Custodian/Grounds Summer Employment – Summer of 2026

1. Name: Alexander Strohl
   Start Date: June 15, 2026
   End Date: August 21, 2026
   Hours: Maximum of 240 hours
   Pay Rate: $12.00/hr.
   Assignment: Districtwide

R. Approval to Rescind Employment Offer:

1. Name: William Milisits
   Status: Assistant Softball Coach (Volunteer)
   Assignment: Catasauqua High School
   Reason: Did not complete employment paperwork.

S. Approval for FMLA for employee #2522 from approximately April 24, 2026, to the end of the school year.

T. Appointments Of Extra-Curricular Position(s) For The 2025-2026 School Year

#	Name	Position	Stipend
1	John Stires	Assistant Track and Field Coach	Volunteer
2	Cooper King*	Assistant Football Coach	Volunteer
3	Caleb Wanamaker	Assistant Baseball Coach (originally approved as a volunteer 1/13/2026)	$1,067.00
4	Joseph Conway	Assistant Baseball Coach (originally approved as a volunteer 6/10/2025)	$2,123.00
5	Jason Deitzel	Assistant Softball Coach	Volunteer
6	Aaron Bilby	CHS Class of 2027 Advisor prorated (original stipend of $1752.00 approved 6/10/25)	$1,250.00
7	Molly LaVigne	CHS Class of 2027 Advisor prorated	$502.00

*When indicated, denotes individuals pending receipt of required onboarding documentation and forms.

Items 14H, 14I, 14J, 14K, 14L, 14M, 14N, 14O, 14P, 14Q, 14R, 14S, and 14T, were combined by Board request

ROLL CALL VOTE

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

15. CURRICULUM

16. BOARD APPROVALS

A. Approval of Policy - First Reading
Approval is requested for the first reading of the following policy

Section: Programs
Policy #: 139
Title: Volunteer Certifications

B. Request for Board Approval of the Catasauqua Community Partnership Donation for Sheckler Elementary Music Instrument Items – Xylophone Glockenspiels; Multi-Size Ukulele Rack; Soundbellows Diatonic Set; Soundbellows Chromatic Extension Low Set; and Soundbellows Chromatic Extension High Set (Estimated Donation Value: $2,500.00).

C. Approval of Facilities Plan Committee Report of the CLIU #21
Request approval of the 2026-2027 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit Facilities Plan Committee on February 4, 2026, and the CLIU 21 Board of Directors on March 16, 2026. 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.

Items 16A, 16B, and 16C, were combined by Board request

ROLL CALL VOTE

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

D. Call for Nomination for Appointment as a Trustee to Lehigh Carbon Community College (LCCC), to Serve on Behalf of the Catasauqua Area School District for a Six-Year Term Beginning July 1, 2026 through June 30, 2032.

Nominations: Jason *Bashaw, on nomination by Emert*

Nominations closed Ballot for LCCC Trustee ***Jason Bashaw***

Voting for Jason Bashaw
AYE: DeLabar, Cieslak, Cooper, Smale, Nattress, Emert
NAY: 0
Abstention by Bashaw
Six Ayes, Zero Nays, One Abstention Motion carried

E. Approval of the Part-Time Unarmed Security Guard Position and Associated Job Description

F. Approval of SAGE Truck Driving Schools to Administer CDL Skills Tests at the Rate of $150.00 per Individual Test.

G. Approval of Apple Master Lease Agreement

Administration recommends approval of a four (4) year Lease Agreement with Apple Financial Services for the following Apple Products. The MacBooks are for Districtwide Distribution to Faculty and Staff for Educational and Administrative Use. (Attachment-Exhibit C, Resolution (No. 01-14-2026)

- 147 - MacBook Neo
- 8 - MacBook Air M5

H. Approval To Engage McNees Wallace & Nurick LLC To Provide Legal Services To The Catasauqua Area School District For 2026 Public Finance Matters.

I. Approval of a Resolution of the Catasauqua Area School District Amending the Resolution Dated March 11, 2025, to Expand the Scope of the Project Financed Thereby to Include Additional Capital Improvements to School Facilities of the District.

J. Resolution Requiring the Waiver, Under Certain Circumstances, of Additional Charges for the Late Payment of Real Estate Taxes by Property Owners Who Recently Acquired Their Property and Did Not Receive a Tax Notice.

K. Resolution to Approve the Purchase of 850 Walnut Street

L. 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 16E, 16F, 16G, 16H, 16I, 16J, 16K, and 16L, were combined by Board request

ROLL CALL VOTE

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

17. RECOGNITION OF GUESTS & VISITORS

Dr. Robert Kucharczuk

- Congratulations to our Sheckler Students of the Month
- Congratulations to Brittany Rabe, our new SES School Counselor, we are looking forward to her joining the team!
- Thank you to our Sheckler teachers and staff for their PSSA preparation and thank you to Melissa Inselmann and Rebecca More for their hard work in helping us prepare and stay organized for the testing window.

	• Congratulations to Denise Shoemaker, she will be greatly missed, and we wish her the best in her much-deserved retirement
Patrick McNulty	• May 7th is our achievement night at CMS from 6:30-8:00, we are combining it with our college and career backpack mega challenge event. • What's So Cool About Manufacturing team and advisors for earning a first place trophy for outstanding brand placement. • PBIS bingo event on April 17. Last school dance May 1.
David Todd	• We are in the midst of scheduling for next year and students are positive about the new Career Planning Guide with feedback from Alumni as well. • Graduation is in full swing as well and we recently had our EOY Senior Meeting. • Our collaboration meetings have started to produce a broad connection with assessment, instruction, and teacher planning. • Prom is coming up on May 15th.
Dan Kotran/ Paul Reilly	• Apple Laptop and iPad lease • PSSA Prep for April, Keystone prep for May
Thomas Moll	• Thank you to the Board for their support.
Eric Dauberman	• Thank you to the board for approving Jaimie and Brittany this evening. I have no doubt that they will be an outstanding addition to the CASD Family. I would like to thank the members of each interview committee for playing a vital role in the selection and hiring process.
Melissa Inselmann	• Thank you to our Principals, Assistant Principals, Shelley Keffer, Rebecca Moore, Paul Reilly, Dan Kotran, and our building faculty and staff for their thorough preparation for the upcoming PSSA and Keystone Exams.
Lindsey Wallace	• Congratulations to Trajano and Denise on retirement • Congratulations to all our new hires • Congratulations to Jason • Also, if you can please complete and pass your LCCC Trustee At-Large Votes and CLIU Votes my way. • Ethics Form Reminder

David Knerr	Go Flyers
Mr. DeLabar	Nice to receive paper report cards
Mr. Bashaw	Good luck with PSSA's and thanked the student reps for their volunteering in serving as board representatives. Also noting that he is still working on speed bumps. J4 flyers will be going out.
Jeremy Smale	The performance of Seussical was fantastic.
Lauren Cieslak	Gave a shout out to Mr. John Leiderman, CHS Drama Club Director, on the performance of Seussical. Also thanked Nik and Donte, the Student Board Representatives, for all of their involvement and for all they do. Congrats to retirees and new hires.
Jamie Nattress	Seussical performance was amazing and did a shout out to the music department.

Dr. Christina Lutz-Doemling

- I would like to share a **Spring Catasauqua Community that Cares C3P Update:**
  - C3P is currently serving 52 families
  - 113 students are being supported
  - 46 hams were delivered for Easter meals
  - 117 Easter Baskets were provided to students in partnership with Union Lutheran of Schnecksville, Holy Trinity Lutheran Church, and National Honor Society)
  - C3P continues to provide food and essentials including a selection of new/gently used clothing.
  - A big thank you to Lois Reed our C3P Coordinator, and to all of our C3P volunteers that help with donations and distributions.
- Last month, I shared our School District's Top Workplace recognition and tonight you have the Top Workplace Newspapers at your seats.
- Board Members have a copy of the 2026 State of Education Report provided by the Pennsylvania School Boards Association. This annual report provides a data driven overview of public education and includes publicly available statistics as well as survey response data from chief school administrators.
  - Topics addressed include:
    Budget pressures
    Mental health support challenges
    Staffing shortages
    Special education enrollment and costs
    Integration of Artificial Intelligence
- Congratulations to our retirees, welcome our new hires and also thank you Eric for coordinating the interview and selection process.
- Thank you Board Student Reps, Dante Hatcher-Wilson and Nikoloz Kemashvili

Jillian Emert — Congratulations to the retirees and new hires.

18. NEXT MEETING DATES

A. Tuesday, April 28, 2026*	5:00 PM	B&G Committee Meeting
	6:00 PM	Athletic Committee Meeting
	7:00 PM	Academics Committee Meeting
B. Tuesday, May 5, 2026**	7:00 PM	School Board Meeting

*Date and day exception due to Board meeting schedule/budget adoption timeline.
**Date exception due to the Board meeting schedule/budget timeline.

19. ADJOURNMENT

MOTION BY: DeLabar *SECONDED BY:* *Cieslak*

Motion carried

Time Adjourned: 8:04 P.M.

Respectfully submitted,

Jason Bashaw
Secretary