AGENDA
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, September 8, 2026
7:00 P.M. – District Administration Office

1. CALL TO ORDER …… Board 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 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
Jamie Nattress, Treasurer	X	Paul Reilly	
VACANT	X	Eric Dauberman	X
Lauren Cieslak		Melissa Inselmann	X
Eric DeLabar	X	David Todd	X
Shawn McGinley	X	Robert Kucharczuk	X
Jeremy Smale	X	Thomas Moll	X
Student Representatives		Daniel Kotran	X
Uyen Ly		Patrick McNulty	X
Esmeralda Serrano			

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

4. APPOINTMENT OF NEW BOARD MEMBER TO FILL VACANCY

A. Nomination is requested to appoint a new member of the Board of School Directors to fill the vacancy created by the resignation of Christy Cooper. This appointment will be for the term of September 8, 2026, through December 7, 2027.

Nomination*: **Victoria Mankos**, on nomination by Jason Bashaw*

Nominations Closed

*Voting for Appointment of **Victoria Mankos***
AYE: Smale, Nattress, Emert, DeLabar, McGinley, Bashaw, Hein
NAY: 0
Seven Ayes, Zero Nays, Motion carried

B. <u>OATH OF OFFICE FOR NEWLY APPOINTED BOARD OF SCHOOL DIRECTORS</u>

I, _____, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

The Oath of Office was given to Victoria Mankos by Notary Public, Stacy Zellner. Following her appointment, Victoria Mankos joined the Board of School Directors.

C. SCHOOL BOARD COMMITTEE MEMBERSHIP

Dale Hein discussed changes to School Board Committee membership. Victoria Mankos will assume membership on the Buildings and Grounds Committee, and Shawn McGinley will transition from the Buildings and Grounds Committee to the Athletics Committee.

5. NOTICE OF EXECUTIVE SESSIONS

A. An Executive Session for legal and personnel reasons will be held before the meeting at 6:00 P.M. *An executive session was held until 7:05P.M.*

6. PRESENTATIONS/AUDIENCE INPUT ON AGENDA

A. PA 250 Student Art Project - Recognition of CHS Alumni & CJ Matz, CHS Art Teacher
B. Sheckler Elementary School Addition Update - Alloy5 & The Pelorus Group
C. Feasibility Study Update - Alloy5

Board Modification/Action

A motion to move Board Approval Item 16-I, Request for Board Approval to Proceed with 850 Walnut Street Boundary Survey and Topographic Survey, forward on the agenda to be considered under Item 6-C. The Board considered the following options:

- ***Option 1 – Boundary Survey:*** *$4,000.00*
- ***Option 2 – Boundary and Topographic Survey:*** *$8,400.00*

A roll-call vote followed.

ROLL CALL VOTE

MOTION BY: <u>McGinley</u> *SECONDED BY: <u>Nattress</u>*

AYE: Smale, Nattress, Bashaw, Mankos, Emert, DeLabar, McGinley,
NAY: Hein
Seven Ayes, One Nay, Motion carried

*As a result of this action, **16I** was approved under Item-**6C** and was not taken up later on the agenda.*

7. ADMINISTRATION/BOARD DISCUSSION & REPORTS

A. Academics and Education - Melissa Inselmann

Good evening. I have a couple of items to report tonight regarding our continued work in the areas of Structured Literacy, MTSS, and professional development:

- *In Structured Literacy, we continue to make progress implementing and preparing for Pennsylvania's elementary-level requirements next year regarding Act 47. Our work remains focused on strengthening evidence-based literacy practices, ensuring alignment across grade levels, and supporting teachers as we continue to refine our core reading and writing instruction. We continue to strengthen the structures that support this work by implementing WIN Time ("What I Need" Time) for both ELA and Math, which provides dedicated time within the school day for targeted instruction, intervention, enrichment, and additional support based on individual student needs.*
- *We have also incorporated a Writers' Workshop approach to strengthen explicit writing instruction and provide students with regular opportunities to apply the foundational literacy skills they are developing through authentic writing. Together, our reading instruction, writing practices, assessment and progress-monitoring processes, and WIN Time provide a more comprehensive approach to literacy development.*

Some Professional Development Highlights:

- *Our professional development plan for this year is intentionally aligned with our district priorities and is designed to build upon the work we began over the last several years. A key focus remains developing a consistent K–12 Multi-Tiered System of Supports, or MTSS, framework.*
- *As part of that work, our K–12 staff will participate in Panorama training on September 23. Panorama is a data platform that brings together multiple sources of student information to help educators identify student needs, monitor progress, and make more informed decisions about instruction and intervention. The training will help our staff better understand how to use Panorama as part of our MTSS process and support a more consistent, data-informed approach across all three buildings.*
- *We will also continue OpenSciEd and AI professional development. Our OpenSciEd professional development will continue to support teachers in implementing high-quality, phenomenon-based science instruction aligned with Pennsylvania's STEELS standards. Our AI professional development emphasizes the responsible, purposeful use of AI to support instruction, assessment, data use, differentiation, and our MTSS Tier 1 and Tier 2 practices. We are also providing Enrichment and Gifted Education professional development and Multilingual Learner professional development, which aligns with our CASD Comprehensive Plan.*

B. Finance - Lindsey Wallace

- *27/28 Act 1 Index was released: The State Baseline is 3.6%. The Adjusted Act 1 Index should be released by September 30.*
- *Auditors will be onsite the first and second week of October.*
- *We also renewed our SAM.gov registration for next year which allows the District*

to participate in Federal Grants programs to receive subsidies.

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C. Building & Grounds - Eric Dauberman
   - *Much of the maintenance work done in the past few weeks has been related to HVAC issues at all buildings. Aging systems are taxed when humidity and heat are high, but crews are doing their best to keep students and staff comfortable.*
   - *Grounds crews are working hard to maintain the fields and stadium for Spring Sports and afterschool activities.*
   - *Road work on W. Bullshead Rd has resumed this week. This phase of the project will address the medians and is scheduled to be completed by Friday, conditions permitting.*
   - *After reviewing the parking lot conditions, crosswalk, lighting and video cameras, we have made the decision to permit parking in the old YMCA lot when events take place at Alumni Field.*

D. Policy - David Knerr

E. Athletics - Thomas Moll
   - *The fall sports season is off and running. Here are the number of students participating in each sport/band…*
     - *Varsity Football 30*
     - *V-JV Boys Soccer - 34*
     - *Varsity Girls Soccer - 18*
     - *Varsity Field Hockey - 21*
     - *V-JV Girls Volleyball - 17*
     - *Cross Country - 16*
     - *Football Cheering - 17*
     - *Marching Band - 42*
     - *JH Field Hockey - 9*
     - *JH Boys Soccer - 20*
     - *MS Football -28*
     - *MS Girls Volleyball - 20*
   - *The Rough Rider golf tournament is Sunday at Whitetail Golf Club. It is not too late to sign up to golf or to sponsor a hole. As of today, we have 88 golfers registered… Last year we had 92 golfers.*
   - *Musco Lighting was onsite today at Alumni Field and repaired the two lights that were no longer working.*
   - *The after-school snack program….*

F. Carbon Lehigh Intermediate Unit #21 - Jason Bashaw
   - *Summits the summary and videos from the IU*
   - *Act 20 of 2026 - Teacher has to meet face to face for Cyber once a week*
     a. *200+ students in 26/27 - behavioral health for cyber*
        - *5 contractors - can only work 29 hours with the students*
        - *Hire one full time 1 part time behavioral therapist in IU*
          1. *$106,000 salary and benefit*
          2. *Revenues $135,000*
             a. *Profit $31,000*
          3. *No cost to the Districts - coming out of funding*

G. Borough of Catasauqua - Dale Hein

Meeting tonight

Last meeting - nothing that pertain to the school district

H. Borough of North Catasauqua
- *Victoria volunteered to be the representative*
- *We believe the meetings are the first Mondays of the Month*

I. Hanover Township - Lindsey Wallace - *There is nothing at this time pertaining to the District*

J. PSBA Liaison Update - Lauren Cieslak
- *In Lauren's absence, Christina Lutz-Doemling provided-The Independent Regulatory Review published proposed regulation 10-242 from the PA DOH regarding communicable and noncommunicable diseases. The proposal contains several provisions that could directly impact public schools and the responsibilities of school officials. I will share more information in your weekly update regarding concerns districts may face in balancing parental expectations, student rights, and compliance obligations. Public comments will be accepted through Sept. 21st.*

K. Lehigh Career & Technical Institute Update - Jillian Emert
- *LCTI received AI grant - for 1 high school teacher*
- *Opening distribution center again*

L. Student Representatives – Uyen Ly and Esmeralda Serrano

8. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

A. School Board Meeting Held on August 11, 2026

9. APPROVAL OF TREASURER'S REPORT FOR AUGUST 2026

10. APPROVAL OF BUDGET TRANSFERS FOR AUGUST 2026 – None for this month

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

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

13. FINANCIAL

A. <u>Exoneration - Tax Collectors 2025-2026 Exception Taxes</u>

The following tax collector(s) of the Catasauqua Area School District request exoneration from collecting the taxes listed below for the **2025-2026** 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 **August 31, 2026**.

Tax Collector	Municipality	2025-2026 Exception
James Delbertis	Catasauqua	$206.22
Catasauqua Area SD	Hanover	$0.00
Donna Schifko	North Catasauqua	$5,876.94

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

ROLL CALL VOTE

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

14. PERSONNEL

A. Removal of the Following Substitute Employees for the 2026-2027 School Year

Name	Position	Reason	Effective
Jody Novitsky	Substitute Teacher	Personal	08/23/2026
James Schaffer	Substitute Teacher	Personal	08/27/2026

B. Resignation

1. Name: Todd Troxell
   Status: Non-Certified Instructional Aide
   Assignment: Catasauqua High School
   Reason: Other Employment
   Effective: September 11, 2026

C. Substitutes

The following applicants have requested to be added to the substitute employment list for the 2026-2027 school year as follows:

Name	Assignment
Silvana Sterner	Guest Teacher
Kelly Parks*	Substitute Teacher
David Penchishen*	Non CDL Substitute Driver
Glenn David Mackes*	Non CDL Substitute Driver
Victor Tavarez*	Non CDL Substitute Driver
Kim Seko*	CDL Substitute Driver

*pending receipt of all required onboarding documentation and forms

D. Approval of FMLA

Approval of FMLA for employee #2419 from approximately February 19, 2027 through approximately May 14, 2027.

E. Approval of FMLA

Approval of FMLA for employee #1112 from August 24, 2026 to November 13, 2026.

F. Change in Employment Status:

1. Name: Cindy Kuntzman
   Previous Status: Substitute Teacher
   Current Status: Short Term Substitute
   Assignment: Catasauqua Middle School
   Rate of Pay: $195.00 per day
   Benefits: N/A
   Effective: August 24, 2026

~~2. Name: Charlotte Britto~~
   ~~Previous Status: Daily Building Substitute~~
   ~~Current Status: Substitute Teacher~~
   ~~Assignment: Catasauqua High School~~
   ~~Rate of Pay: $150.00 per day~~
   ~~Benefits: N/A~~
   ~~Effective: September 8, 2026~~

**At this point, item 14 (F) I was tabled*

3. Name: Karla Calderon
   Previous Status: Non CDL Substitute
   Current Status: Non CDL Driver
   Assignment: Transportation Department
   Rate of Pay: $24.72 per hour
   Benefits: N/A
   Effective: September 9, 2026

4. Name: Nixalys Castellano
   Previous Status: Non CDL Substitute
   Current Status: Non CDL Driver
   Assignment: T ransportation Department
   Rate of Pay: $24.72 per hour
   Benefits: N/A
   Effective: September 9, 2026

5. Name: Loreni Sanchez
   Previous Status: Non CDL Substitute
   Current Status: Non CDL Driver
   Assignment: Transportation Department
   Rate of Pay: $25.22 per hour
   Benefits: N/A
   Effective: September 9, 2026

6. Name: Kaitlyn Bird
   Previous Status: Substitute Teacher
   Current Status: Short Term Substitute
   Assignment: Sheckler Elementary School
   Rate of Pay: $195.00 per day
   Benefits: N/A
   Effective: September 9, 2026

G. <u>Approval is requested for the following Student Teacher/Intern/Shadowing for the 2026-2027 School Year:</u>

College – Moravian College	Effective: September 22, 2026-December 18, 2026
Name: Alex Ho* - Art	Teacher: Charles Matz - Art

*pending receipt of all required onboarding documentation and forms

H. <u>Appointment for 2026-2027 Extra-Curricular/Co-Curricular Positions</u>

It is recommended that the names listed below of extra-curricular/co-curricular positions be appointed as noted for the 2026-2027 school year:

Name	Assignment	Stipend
Leslie Estrada	CHS Digital Media Club Advisor	$632.00

Items 14A, 14B, 14C, 14D, 14E, 14F(1,3,4,5,6), 14G, and 14H, were combined by Board request

ROLL CALL VOTE

MOTION BY: <u>DeLabar</u> *SECONDED BY: <u>Smale</u>*
AYE: McGinley, Emert, Bashaw, Nattress, Mankos, Smale, DeLabar, Hein
NAY: 0
Eight Ayes, Zero Nays, Motion carried

15. CURRICULUM

16. BOARD APPROVALS

A. <u>Approval to utilize remote or virtual learning days during the 2026-2027 school year in cases when circumstances (e.g., a disease epidemic, a hazardous weather condition, a law enforcement emergency, the inoperability of school buses or other equipment necessary to the public school entity's operation, damage to a school building, or another temporary circumstance rendering any portion of a school building unfit or unsafe for use) prevent the delivery of instruction in its customary manner or location.</u>

B. <u>Overnight Student Activity Trips for the 2026-2027 School Year</u>

Approval is requested for potential overnight 2026-2027 student athletic trips.

C. <u>Approval of Memorandum of Understanding with Valley Youth House, headquartered in Bethlehem, Pennsylvania, for the purposes of delivering evidence-based programs within the Catasauqua Area School District, with funding provided to Valley Youth House by the Lehigh County Department of Drug and Alcohol.</u>

D. <u>Approval for Establishment of the Class of 2030 Student Activity Account</u>

The Class of 2030 Freshmen Student Activity Account was opened during the 2026-2027 school year and is presented for Board approval.

E. Approval is Requested to Accept a $10,000 Donation from Holy Trinity Church to Support Middle School Career Exploration Initiatives and the District's Partnership with the DaVinci Science Center, Including Career Connection Days and/or Career Pathways Programs.

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

ROLL CALL VOTE

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

**At this point, Dale Hein, Dr. Lutz-Doemling, and Shawn McGinley all publicly thanked Pastor Brian Riedy and the congregation for their $10,000 donation and for all that they do for the students and families of the Catasauqua Area School District.*

F. Election of Pennsylvania School Boards Association (PSBA) Officers

In accordance with Pennsylvania School Boards Association (PSBA) procedures, the Board of School Directors is asked to complete the voting ballot for the 2027 Pennsylvania School Boards Association Election. Upon completion, the Board Secretary is authorized to register the Board's majority vote for PSBA Leadership Positions. (slate of candidates, biographies and videos)
*Any slated candidate that demonstrates exceptional leadership at the local and state level shall be considered for "endorsement" by the Nominating Committee and the determination shall be noted on the slate of candidates. (PSBA Bylaws, Article IV and PSBA Policy & Procedures Manual – Policy 302)

- **2027 President-elect (one-year term)**

  a) Matt Vannoy* (Sharon City School District)

MOTION BY: Hein
Unanimous Majority Vote: Matt Vannoy

- **2027 Vice President (one-year term)**

  a) Kristy Bolte* (Northwestern School District)

MOTION BY: Hein
Unanimous Majority Vote: Kristy Bolte

- **2027-2029 Treasurer (three-year term)**

  a) David Hein* (Parkland School District)

MOTION BY: Emert
Unanimous Majority Vote: David Hein

- **2027 Eastern Zone Representative (one-year term)**

a) Jason Mell* (Exeter Township School District)

MOTION BY: Emert
Unanimous Majority Vote: Jason Mell

- **2027-28 E-2 Sectional Advisor (two-year term)**

(Choose one)
a) Timothy Kearney* (Southern Lehigh School District)
b) Anna Lopez (Pocono Mountain School District)
c) Sarah Nemitz* (Salisbury Township School District)

MOTION BY: McGinley
Unanimous Majority Vote: Sarah Nemitz

- **PSBA Insurance Trustees (three-year term)**

(Choose two)
a) Marianne L. Neel
b) Dr. Michael Faccinetto

MOTION BY: Hein

*Unanimous Majority Vote:**Marianne L. Neel and Dr. Michael Faccinetto***

School Board Secretaries Forum
(Only school board secretaries may nominate and vote for the Steering Forum officers.)

- Forum Steering Committee (term ends Dec. 31, 2028) – (two-year term)
*(**Choose up to two**)*
a) Betsy Gates, Dauphin County Technical School
b) Lauryn Weaver, Central Intermediate Unit 10

G. Approval of the Catasauqua Area School District Organizational Chart

H. Approval of the Following Job Description:

Operations Administrative Assistant

Items 16G and 16H, were combined by Board request

ROLL CALL VOTE

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

I. Request for Board Approval to Proceed with 850 Walnut Street Boundary Survey and Topographic Survey.

Note - **Item 16-I: By Board action, was moved up on the agenda and approved upon under **Item 6C** and therefore is not taken up at this time.*

J. The Board hereby designates the Solicitor, the Superintendent of Schools, and the Business Manager as representative of the School District for purposes of collective bargaining with the Catasauqua Area Education Association concerning teachers and related professionals, with authority to negotiate and make proposals, counterproposals, and tentative agreements on behalf of the District consistent with such bargaining authority and parameters as may from time to time be established by the Board. Any tentative collective bargaining agreement shall be subject to final review and ratification by the Board of School Directors and shall not bind the District unless and until approved by the Board as required by law.

ROLL CALL VOTE

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

K. Approval of Additional Revised Van/Bus Stops

Approval is requested for additional revised Van/Bus Stops 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 Operations Office, and made available at all times. Additionally, changes are stored within the transportation software management system.

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

17. RECOGNITION OF GUESTS & VISITORS

Dr. Robert Kucharczuk

- Great start to the school year. Thank you to our faculty and staff for all their efforts in welcoming our students back to school!
- Sheckler Meet the Teacher event is being held this Thursday, 9/10/26, from 6:00-7:20
- The Instrument Zoo event planned for 4th grade students and families interested in joining band and taking up an instrument will be held on 9/16/26 from 6:00-7:30.

Patrick McNulty	● September 17, Meet the Teacher Night, 7:00-8:30PM. School opening has been going well so far. ● Grade-6 Field trips to Camp Fowler are underway. ● The building was well prepared for the opening of school , thanks to all that helped to facilitate that.
David Todd	● It has been a good start to the school year. Students have adjusted well to the A/B schedule and we have a much easier time directing students with the room renumbering. ● Our Open House went well, although lightly attended. We are looking for new ways to engage more parents in our school community. ● We are looking forward to another great year with students.
Dan Kotran	● For Technology, our school year is up and running smoothly. ● Both our teachers and students are settling in and getting comfortable with their new devices, and I'm happy to report that all of our systems and core applications are functioning as normal. ● During our first week of professional development, our staff took a renewed look at our available district technology tools. ● We spent time exploring ways to balance technology-enhanced activities with traditional, hands-on learning experiences to ensure our instruction remains engaging, purposeful, and well-rounded. ● Otherwise, we're looking forward to another great year.
Thomas Moll	● None.
Eric Dauberman	● I continue to work with the building administrator to fill any current openings and to prepare for a few leaves that will impact us over the next few months.
Melissa Inselmann	● Thank you to the Principals, Faculty, and Staff for a great and smooth start to the school year!
Lindsey Wallace	● Congratulations Victoria and Welcome

Jeremy Smale	Congratulated Victoria Mankos on her appointment and excited to see what the new school year brings.
Victoria Mankos	Happy to be part of the team.
Jillian Emert	Congratulations Victoria Mankos Wellness event went well.Miss Lucy was enjoyed.
Eric DeLabar	Nothing but good news with the start of school, and congratulations Victoria.
Jamie Nattress	Has been enjoying watching the sports.
Shawn McGinley	Congratulations Victoria Mankos and thank you for stepping up!
Jason Bashaw	Congratulations Victoria.
Dale Hein	Impressed with Middle school Volleyball and the number of spectators in. support of the team.
Melissa Inselmann	Happy to be part of the Wellness event and a big thank you to all who was part of it.
Christina Lutz-Doemling	It was noted during the Board meeting that she will meet with newly appointed Board member Victoria Mankos to help familiarize her with the duties and responsibilities of serving on the School Board.

18. NEXT MEETING DATES

A.	Tuesday, October 13, 2026	7:00 P.M.	School Board Meeting
B.	Wednesday, November 4, 2026	5:00 P.M.	Buildings and Grounds
		6:00 P.M.	Athletics Committee
		7:00 P.M.	Academics & Ed Committee Meeting

19. ADJOURNMENT

MOTION BY: McGinley *SECONDED BY:* *Emert*

Motion carried

Time Adjourned: 8:57P.M.

Respectfully submitted,

Jason Bashaw
Secretary