MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, April 10, 2018
7:00 P.M. – District Administration Office

1. CALL TO ORDER ........................................ President, Carol Cunningham
   President Carol Cunningham Called the Meeting to Order at 7:02 P.M.

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

3. ROLL CALL

<table>
<thead>
<tr>
<th>Board Members</th>
<th>Non Board Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carol Cunningham</td>
<td>X Robert J. Spengler X</td>
</tr>
<tr>
<td>Duane Deitrich</td>
<td>X Dave Knerr X</td>
</tr>
<tr>
<td>Jason Bashaw</td>
<td>X Christina Lutz-Doemling X</td>
</tr>
<tr>
<td>Dale Hein</td>
<td>X Lois Reed X</td>
</tr>
<tr>
<td>Christine Nace</td>
<td>Kathleen Kotran</td>
</tr>
<tr>
<td>Rodney L. Nace</td>
<td>X Wayne Karess X</td>
</tr>
<tr>
<td>Donald Panto</td>
<td>X David Ascani X</td>
</tr>
<tr>
<td>Stephen M. Becker</td>
<td>Melissa Inselmann X</td>
</tr>
<tr>
<td>TBD</td>
<td>Eric Dauberman X</td>
</tr>
<tr>
<td>TBD</td>
<td>Bryan Klass</td>
</tr>
<tr>
<td>Student Representatives</td>
<td>Adam Schnug</td>
</tr>
<tr>
<td>Hannah Matchette</td>
<td>Thomas Moll X</td>
</tr>
<tr>
<td>Maria Rosario</td>
<td>X</td>
</tr>
</tbody>
</table>

4. NOTICE OF EXECUTIVE SESSIONS
   A. An Executive Session for Legal and Personnel Reasons Will be Held Prior to the Meeting at 6:00 P.M.
      Executive Session was held until 7:00 P.M.

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA
   A. Sheckler Elementary School Students of the Month - Eric Dauberman

<table>
<thead>
<tr>
<th>GRADE 1</th>
<th>GRADE 2</th>
<th>GRADE 3</th>
<th>GRADE 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Desmond Murray</td>
<td>Destiny Falk</td>
<td>Joshua Cline</td>
<td>Evan Reed</td>
</tr>
<tr>
<td>Arlene Eisert</td>
<td>Brennan Coulter</td>
<td>Ava Wetzel</td>
<td>Kelly Leon</td>
</tr>
</tbody>
</table>

   B. Catasauqua Middle School Star Players of the Month - Melissa Inselmann

<table>
<thead>
<tr>
<th>GRADE 5</th>
<th>GRADE 6</th>
<th>GRADE 7</th>
<th>GRADE 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christopher Ramos</td>
<td>Morgan Jackowski</td>
<td>Vinicius Rocha Takahashi</td>
<td>Gavin Dollar</td>
</tr>
</tbody>
</table>
* At this point a motion was made to act on Item 13B “Student Custodian Summer Employment – Summer of 2018” and summer students present at the Board Meeting were recognized.

ROLL CALL VOTE

MOTION BY: Deitrich      SECONDED BY: Bashaw
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, Bashaw
NAY: 0
Six Ayes, Zero Nays, Motion carried

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS
   A. Academics and Education – Christina Lutz-Doemling
      Christina Lutz-Doemling -Provided an update on various initiatives and grant applications currently underway
   B. Finance – Robert J. Spengler
      • Brad Remig, PFM – Bond Restructuring Presentation
      Robert J. Spengler provided the context of the proposed debt refinancing relative to the 2018-2019 Budget development process. Mr. Brad Remig and Ms. Melissa Hughes provided an overview of the proposed debt refinancing, which accomplishes the goals indicated by Mr. Spengler, reducing 2018-2019 debt service by approximately $1 million and approximately $220,000 annually thereafter. The Board provided approval for Mr. Remig and Ms. Hughes to work with administration in proceeding with the refinancing as proposed.

* At this point a motion was made to act on Item 15B “Approval of Engagement Letter Between Catasauqua Area School District and PFM Financial Advisors, LLC” and item 15C “Approval of Regulatory Disclosure Letter with RBC Capital Markets, LLC”.

ROLL CALL VOTE

MOTION BY: Deitrich      SECONDED BY: Bashaw
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, Bashaw
NAY: 0

C. Building & Grounds – Robert J. Spengler
   • Summer Worker Approval
      Robert J. Spengler thanked the Board for their support of the Summer Student Worker Program and discussed the holistic benefits of the program, thanking Mrs. Reed for her supervision of this program. Mr. Spengler indicated the supplies for replacement of the front landscape wall at CHS have been ordered and replacement by our maintenance crew should begin within 2 weeks.

D. Policy – David Knerr – None

E. Athletics-Thomas Moll
   Thomas Moll provided a general update on Spring Sports as well as the Annual Golf Tournament.
F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
   Duane Deitrich indicated that the Business operation of CLIU is going well and support staff negotiations continue.
G. Borough of Catasauqua – Dale Hein
   Dale Hein provided an update on Catasauqua Borough happenings, including the naming of an area of the new Borough Offices in honor of Mr. Gene Goldfeder, longtime Borough Manager who recently retired, as well as the hiring of a new Borough Manager.
H. Borough of North Catasauqua – Jason Bashaw - None
I. Hanover Township – Lois Reed - None
J. PSBA Liaison Update – Carol Cunningham
   Carol Cunningham highlighted the two resolutions on the agenda for consideration and moved these items (15D and 15E) for approval at this time.

** At 7:50 PM, Duane Deitrich left the room

* At this point a motion was made to act on Item 15D “Request Approval of Resolution to Oppose Senate Bill 2 To Implement Tuition Vouchers” and 15E “Request Approval of Resolution Supporting School Safety and Reducing School Violence”

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: Bashaw
AYE: Hein, Cunningham, R. Nace, Panto, Bashaw
NAY: 0
Five Ayes, Zero Nays, Motion carried

** At 7:54PM, Duane Deitrich returned to the meeting

K. Lehigh Career & Technical Institute Update – Carol Cunningham
   Mrs. Cunningham recognized Catasauqua High School and LCTI Student, Dylan Gino as the LCTI Student of the Month and Stephen Betters, Catasauqua High School and LCTI Student, for placing 2nd in the CLIU Graphic Design Competition. Nice job!!!
L. Student Representatives – Hannah Matchette & Maria Rosario - None

7. APPOVAL OF MINUTES FROM PRIOR MEETING(S)
   A. School Board Meeting Held on March 13, 2018

8. APPROVAL OF TREASURER’S REPORT FOR MARCH 2018

9. APPROVAL OF BUDGET TRANSFERS MARCH 2018
Items 7A, 8, and 9, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Bashaw
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, Bashaw
NAY: 0
Six Ayes, Zero Nays, Motion carried

10. **APPROVAL FOR PAYMENT OF ALL A/P BILLS APRIL 2018 WITH THE EXCEPTION OF:**

   CHECK # 14795 - $8,022.90 (Catasauqua Borough-general fund, fuel)
   CHECK # 14796 - $5,596.34 (Catasauqua Borough-general fund, fuel)
   CHECK # 2814 - $27.01 (Catasauqua Borough-café fund, fuel)

ROLL CALL VOTE

MOTION BY: Hein SECONDED BY: R. Nace
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, Bashaw
NAY: 0
Six Ayes, Zero Nays, Motion carried

10.1 **APPROVAL FOR PAYMENT OF CHECK # 14795 - $8,022.90 & #14796 - $5,596.34 (Catasauqua Borough- general fund fuel), and CHECK # 2814 - $27.01 (Catasauqua Borough-Café fund fuel)**

ROLL CALL VOTE

MOTION BY: Deitrich SECONDED BY: Bashaw
AYE: Cunningham, Bashaw, R. Nace, C. Nace, Deitrich
NAY: 0
Abstention Hein
Five Ayes, Zero Nays, Motion carried

11. **APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P MARCH 2018**

12. **FINANCIAL - None**
13. **PERSONNEL**

**A. Approval of a Salary Freeze for Certain Administrative and Related Personnel**

Discussions have taken place with various employees and groups of employees to assist the School District through next year’s considerable financial challenges, and, to date, the following have conditionally offered to incur a salary freeze next year such that their salaries for the 2018-2019 fiscal year are the same as their salaries for the 2017-2018 fiscal year. Accordingly, the Board of School Directors approves, with gratitude, such a salary freeze for the following subject to an acceptable memorialization of the terms signed by the affected individuals/groups:

- Mrs. Lisa Tkach, Administrative Assistant to the Superintendent
- The school administrators covered by the current Act 93 Administrator Compensation Plan
- Mr. Robert J. Spengler, Catasauqua Area School District Superintendent

**B. Student Custodian Summer Employment – Summer of 2018**

Recommendation to hire the following for districtwide summer employment:

<table>
<thead>
<tr>
<th>Name</th>
<th>Start/End Time</th>
<th>Pay Rate</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gabriel Atiyeh*</td>
<td>7:00 - 12:00</td>
<td>$7.25/hour</td>
<td>June 18, 2018</td>
</tr>
<tr>
<td>Zachery Bolzau*</td>
<td>7:00 - 12:00</td>
<td>$7.25/hour</td>
<td>June 18, 2018</td>
</tr>
<tr>
<td>Ryder Faustner*</td>
<td>7:00 - 12:00</td>
<td>$7.25/hour</td>
<td>June 18, 2018</td>
</tr>
<tr>
<td>Bradshaw Henning</td>
<td>7:00 - 12:00</td>
<td>$7.50/hour</td>
<td>June 18, 2018</td>
</tr>
</tbody>
</table>

*pending receipt of employment clearances

*This item was acted upon after item 5B

**C. Appointment of Extra-Curricular Positions – 2017-2018 School Year**

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2017-2018 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jason Dankel</td>
<td>Assistant Baseball Coach</td>
<td>Volunteer</td>
</tr>
</tbody>
</table>

**D. Approval of Student Teachers/Interns**

Approval is requested for the following student teachers/interns as listed:

**Scheckler Elementary**

<table>
<thead>
<tr>
<th>College - University of Phoenix</th>
<th>Effective: September 10, 2018 to December 23, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Amy Gair</td>
<td>Fourth Grade - Deborah Elek</td>
</tr>
</tbody>
</table>
E. **Intent to Retire**
   Approval is requested to accept the Intent to Retire, effective at the end of the 2017-2018 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Years of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>DiAnne Galm</td>
<td>High School Teacher</td>
<td>25 Years</td>
</tr>
<tr>
<td>Mary Anne Haney</td>
<td>High School Teacher</td>
<td>21 Years</td>
</tr>
<tr>
<td>Jill Wismer</td>
<td>Middle School Teacher</td>
<td>14 Years</td>
</tr>
</tbody>
</table>

F. **Substitutes**
   The following applicants have requested to be added to the Substitute Employment List for the 2017-2018 School Year as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tarik Haddad</td>
<td>Guest Teacher*</td>
</tr>
<tr>
<td>David McFadden</td>
<td>Guest Teacher*</td>
</tr>
<tr>
<td>Corey Lentz</td>
<td>Guest Teacher</td>
</tr>
<tr>
<td>Leslie Tobin-Smeltz</td>
<td>Guest Teacher*</td>
</tr>
<tr>
<td>Thomas Murgitroyde</td>
<td>Guest Teacher*</td>
</tr>
<tr>
<td>Donette Meyers-Wager</td>
<td>Guest Teacher*</td>
</tr>
<tr>
<td>Emmeline Enchautegui</td>
<td>Instructional Aide Substitute</td>
</tr>
<tr>
<td>Adam Mani</td>
<td>Substitute Bus Driver*</td>
</tr>
</tbody>
</table>

*Pending employment paperwork

G. **Removal of the Following Substitutes for the 2017-2018 School Year**

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carlye Dunleavy</td>
<td>Substitute Teacher</td>
<td>Other Employment</td>
</tr>
<tr>
<td>Elena Krupa</td>
<td>Substitute Teacher</td>
<td>Other Employment</td>
</tr>
</tbody>
</table>

H. **Substitutes**
   The following applicants have requested to be added to the Substitute Employment List for the 2018-2019 School Year as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Burker</td>
<td>Substitute Teacher</td>
</tr>
<tr>
<td>Mary Anne Haney</td>
<td>Substitute Teacher</td>
</tr>
<tr>
<td>Barbara Kennedy</td>
<td>Substitute Teacher</td>
</tr>
<tr>
<td>Janet Schmitt</td>
<td>Substitute Teacher</td>
</tr>
</tbody>
</table>
1. **Change in Employment Status**

1. **Name:** Xavier Fryslin  
   Previous Status: Part Time Custodian  
   Current Status: Custodial B Part Time  
   Assignment: Districtwide  
   Salary: As per Collective Bargaining Agreement  
   Benefits: N/A  
   Effective: July 1, 2018

2. **Name:** Loubriel Rivera  
   Previous Status: Custodial B Part Time  
   Current Status: Custodial B  
   Assignment: Catasauqua Middle School  
   Salary: As per Collective Bargaining Agreement  
   Benefits: As per Collective Bargaining Agreement  
   Effective: July 1, 2018

3. **Name:** Emma Jones  
   Previous Status: Certified Aide  
   Current Status: Teacher  
   Assignment: Sheckler Elementary School  
   Salary: As per Collective Bargaining Agreement  
   Benefits: As per Collective Bargaining Agreement  
   Effective: August 16, 2018

4. **Name:** Taylor Krause  
   Previous Status: Certified Aide  
   Current Status: Teacher Grade 6  
   Assignment: Catasauqua Middle School  
   Salary: As per Collective Bargaining Agreement  
   Benefits: As per Collective Bargaining Agreement  
   Effective: August 16, 2018

*Items 11, 13A, 13C, 13D, 13E, 13F, 13G, 13H and 13I, were combined by Board request*

**ROLL CALL VOTE**

*MOTION BY: Deitrich           SECONDED BY: Bashaw*  
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, Bashaw  
NAY: 0  
Six Ayes, Zero Nays, Motion carried
J. **Approval for Days Without Pay**

1. Name: Cynthia Bass  
   Reason: Personal  
   Effective: March 12-16, 2018 Full Days

2. Name: Lisa Casciotti  
   Reason: Personal  
   Effective: March 19-21, 2018 Full Days

3. Name: Janice Kovacs  
   Reason: Personal  
   Effective: March 15, 2018 Full Day  
   March 28, 2018 Full Day

4. Name: Jessica Suhaka  
   Reason: Personal  
   Effective: April 17-27, 2018 Full Days

5. Name: Maria Keiper  
   Reason: Personal  
   Effective: April 2-3, 2018 Full Days  
   April 9, 2018 Full Day

6. Name: Cherie Gebhardt  
   Reason: Personal  
   Effective: April 6, 2018 Half Day

K. **Resignation**

1. Name: Maria Keiper  
   Status: Custodial B  
   Assignment: Catasauqua High School  
   Reason: Other Employment  
   Effective: April 10, 2018

L. **Nomination for Appointment**

1. Name: Tierre Robinson*  
   Status: Custodial B  
   Assignment: Catasauqua High School  
   Rate of Pay: As Per Collective Bargaining Agreement  
   Benefits: As Per Collective Bargaining Agreement  
   Effective: Upon completion of employment paperwork

*pending receipt of employment paperwork
Items 13J, 13K, and 13L, were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich        SECONDED BY: Bashaw
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, Bashaw
NAY:  0
Six Ayes, Zero Nays, Motion carried

14. CURRICULUM

A. Preliminary Approval of Techbooks for 2018-2019 School Year
   Administration requests preliminary approval of the following textbooks for the 2018-2019 school year as follows:
   
   Discovery Education Math Techbook (2017) Grade 7
   Discovery Education Math Techbook (2017) Grade 8
   Discovery Education Math Techbook (2017) Algebra I
   Discovery Education Math Techbook (2017) Algebra II

ROLL CALL VOTE

MOTION BY: Deitrich        SECONDED BY: Bashaw
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, Bashaw
NAY:  0
Six Ayes, Zero Nays, Motion carried

15. BOARD APPROVALS

A. Approval of the Catasauqua Area School District Special Education Plan (PDE Requirement and Format) 7-1-2018 to 6-30-2021

B. Approval of Engagement Letter Between Catasauqua Area School District and PFM Financial Advisors, LLC

C. Approval of Regulatory Disclosure Letter with RBC Capital Markets, LLC
   Administration recommends this required agreement to engage RBC Capital Markets, LLC, to serve as an underwriter or bank loan agent in connection with the issuance of financing.
   
   * Items 15B, and 15C were acted upon after item 6B
D. Request Approval of Resolution to Oppose Senate Bill 2 To Implement Tuition Vouchers

E. Request Approval of Resolution Supporting School Safety and Reducing School Violence
   * Items 15D, and 15E were acted upon after item 6J

F. Approval to Attend Conferences, Seminars, etc

G. Approval of Additional Revised Van/Bus Stops – 2017-2018 School Year
   Approval is requested of the revised Van/Bus Stops for the 2017-2018 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.

   
   Fountain Hill Elem
   Easton Area Academy
   Easton Middle School

*Items 15A, 15F, and 15G were combined by Board request

ROLL CALL VOTE

MOTION BY: Deitrich  SECONDED BY: R. Nace
AYE: Hein, Cunningham, R. Nace, Deitrich, Panto, Bashaw
NAY: 0
Six Ayes, Zero Nays, Motion carried

16. OLD BUSINESS

17. NEW BUSINESS

18. COMMENDATIONS

19. INFORMATION ITEMS
20. **CORRESPONDENCE**

Items 16, 17, 18, 19, and 20 were combined by Board request

Eric Dauberman- Various dates and activities were announced, including Kindergarten registration, Career Day, the Annual Egg Drop, and more.

Melissa Insellmann- Provided updates and information on a variety of activities occurring at CMS, including PSSA testing, PSSA Pep Rally, the upcoming Fiesta! and other spring events. Ms. Insellmann also recognized Mrs. Dawn Fisher and Mrs. Lisa Roth for their work on the Catasauqua Middle School Spring Newsletter.

Don Panto - Expressed accolades to the CHS Drama Club and Director(s) for the exceptional Show, “Singing in the Rain”. Mr. Panto also expressed his sincere gratitude to the Superintendent, Administration, and Admin. Assistant to the Superintendent for offering a salary freeze for the 2018-2019 school year. Mrs. Cunningham echoed the sentiment.

Christina Lutz-Doemling - Reminded everyone that the Techbook preview will be made available to Board members via email, informed the Board about a recent Grant application, and announced the award of a LifeSkills grant award that will benefit the students of Catasauqua Middle School.

David Ascani - Announced recent and upcoming events including, but not limited to: the beginning of the 4th marking period, upcoming Senior Assembly, Spirit Week, Spirit Day, Prom, National Honor Society Induction, Baccalaureate, and Commencement.

Dale Hein - Commented and commended our Star Players, in particular, Vinicius Rocha Takahashi, who is always very kind and friendly, as noticed by Mr. Hein as he sees many of our Middle School students walking to and from school. Mr. Hein commented on the exceptional student body we have and the value of a small school education and community.

Robert J. Spengler - Mr. Spengler commented on Mr. Hein’s experience with our student body, echoing the value of our small community and school system. Mr. Spengler thanked administrators and his Admin. Assistant for offering a pay freeze, highlighting the exceptional relationship between Board, Administration, Staff, and Students that exists in our District, working together for the common benefit of our students and community. Safety training and drills are being planned. State Representative Jeanne McNeill will be visiting Sheckler Elementary School on Friday, April 13. A Budget meeting is scheduled and advertised for April 25th at 6pm.

21. **RECOGNITION OF GUESTS & VISITORS**

Dawn Fisher - Commended Johan Shiju, placing in the Final Four, Regional Spelling Bee.

Emma Jones - Expressed her thanks for being hired as a Sheckler Elementary Teacher and reflected on her exceptional experience being raised in our small community, learning in our schools, and now teaching at Sheckler.

Taylor Krause - Expressed her gratitude for the opportunity to teach at Catasauqua Middle School, surrounded by fantastic students and a tremendous staff.
22. NEXT MEETING DATES

A. Wednesday, April 25, 2018  6:00 PM  Special Budget/Board Meeting
B. Wednesday, May 2, 2018  
   4:00 PM  B & G Committee Meeting
   5:00 PM  Academics Committee Meeting
   6:00 PM  Athletic Committee Meeting
C. Tuesday, May 8, 2018  7:00 PM  School Board Meeting

23. ADJOURNMENT

MOTION BY: Deitrich  SECONDED BY: Bashaw
Motion carried

Time Adjourned: 8:17 P.M.

Respectfully submitted,

Jason Bashaw
Secretary