MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
Tuesday, September 12, 2017
7:00 P.M. – District Administration Office

1. CALL TO ORDER ……………………………… Board Secretary, Duane Deitrich
Board Secretary, Duane Deitrich Called the Meeting to Order at 7:00 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>Penny Hahn</td>
<td>Robert J. Spengler</td>
</tr>
<tr>
<td>Carol Cunningham</td>
<td>Dave Knerr</td>
</tr>
<tr>
<td>Donald Panto *</td>
<td>Christina Lutz-Doemling X</td>
</tr>
<tr>
<td>Duane Deitrich</td>
<td>Lois Reed</td>
</tr>
<tr>
<td>Jason Bashaw</td>
<td>Kathleen Kotran</td>
</tr>
<tr>
<td>Dale Hein</td>
<td>Wayne Karess</td>
</tr>
<tr>
<td>Christine Nace</td>
<td>David Ascani</td>
</tr>
<tr>
<td>Rodney L. Nace</td>
<td>Melissa Inselmann</td>
</tr>
<tr>
<td>Mary Alice Hartranft</td>
<td>Eric Dauberman</td>
</tr>
<tr>
<td></td>
<td>Bryan Klass</td>
</tr>
<tr>
<td>Student Representatives</td>
<td>Adam Schnug</td>
</tr>
<tr>
<td>Hannah Matchette</td>
<td>Thomas Moll</td>
</tr>
<tr>
<td>Maria Rosario</td>
<td></td>
</tr>
</tbody>
</table>

X = Present
Visitors: See List inserted in Permanent Minute Book
* Arrived to the meeting at 7:20 pm.

4. NOTICE OF EXECUTIVE SESSIONS
A. An Executive Session for Legal and Personnel Reasons Will be Held Before the Meeting at 6:00 P.M
   Executive Session was held from 6:00 P.M. until 6:50 P.M

5. PRESENTATIONS/AUDIENCE INPUT ON AGENDA
A. None

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS
A. Academics and Education – Christina Lutz-Doemling
   Administration will present an updated Graduation Policy for consideration in October. 2017-2018 is the last year for the PDE Adolescent Health Grant. The Weller Center will be providing programming.

School Board Meeting Minutes
12 September 2017
B. Finance – Robert J. Spengler
   The assessment appeal of 3400 Airport Road was reviewed and is on the agenda for approval.

C. Building & Grounds – Robert J. Spengler
   The lighting project for the Alumni Field, Field House, will begin soon.

D. Policy – David Knerr
   Volunteer Policies and the Graduation Policy will be reviewed in October 2017.

E. Athletics–Thomas Moll
   The fall sports program is in full swing. Youth sports night will be held this Friday, September 15th.

F. Carbon Lehigh Intermediate Unit # 21 – Duane Deitrich
   There are three (3) vacancies on the Board. Support staff negotiations are continuing.

G. Borough of Catasauqua – Dale Hein
   The Borough will host an open house Saturday, September 16th.

H. Borough of North Catasauqua – Jason Bashaw - None

I. Hanover Township – Lois Reed
   Tree removal and road work will occur on Irving Street. The Race Street expansion will begin shortly.

J. PSBA Liaison Update – Duane Deitrich
   * At this point a motion was made to act on Item 15C, Election of Pennsylvania School Boards Association (PSBA) Officers. The results of the Board Action are identified under Item 15C.

   MOTION BY: Hein   SECONDED BY: C. Nace
   Motion carried

K. Lehigh Career & Technical Institute Update – Carol Cunningham - None

L. Student Representatives – Hannah Matchette & Maria Rosario
   Students have received iPads and we are getting better at their use and integration.

   * At this time (7:20 pm) Donald Panto arrived to the meeting

7. APPROVAL OF MINUTES FROM PRIOR MEETING(S)

   A. School Board Meeting Held on August 8, 2017

8. APPROVAL OF TREASURER’S REPORT FOR AUGUST 2017

9. APPROVAL OF BUDGET TRANSFERS AUGUST 2017

10. APPROVAL FOR PAYMENT OF ALL A/P BILLS SEPTEMBER 2017 WITH THE EXCEPTION OF CHECK # 13713 (Catasauqua Borough-general fund) AND CHECK # 2640 (Catasauqua Borough-cafe fund)
Items 7A, 8, 9, and 10, were combined by Board request

ROLL CALL VOTE

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

10.1 APPROVAL FOR PAYMENT OF CHECK # 13713 (Catasauqua Borough-general fund) AND CHECK # 2640 (Catasauqua Borough-cafe fund)

ROLL CALL VOTE

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

11. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P AUGUST 2017

12. FINANCIAL

A. Approval of Miscellaneous Insurance Rates 2017-2018 School Year
   Approval is requested for the following 2017-2018 insurance rates from PSBA Insurance Trust and Erie Insurance as listed:

<table>
<thead>
<tr>
<th></th>
<th>2016-2017</th>
<th>2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Package:</td>
<td>$73,916</td>
<td>$70,495</td>
</tr>
<tr>
<td>School Board Legal Liability</td>
<td>$12,473</td>
<td>$9,454</td>
</tr>
<tr>
<td>Umbrella</td>
<td>$15,298</td>
<td>$12,191</td>
</tr>
<tr>
<td>Fleet Auto (Erie) *</td>
<td>$28,549</td>
<td>$23,754</td>
</tr>
</tbody>
</table>

*Based on anticipated vehicle change

B. Tax Assessment Appeal — 3400 Airport Road
   Authorization for the solicitor to settle the tax assessment appeal with regard to 3400 Airport Road (Jay Sapna & Kaushik, LLC) (PIN 641920984303-1) by establishing a new assessed value of $3,500,000.

13. PERSONNEL

A. Substitute Employees – 2017-2018 School Year
   The following applicants have requested to be added to the Substitute Employment List for the 2017-2018 School Year as follows:
### B. 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>Zachary Winter</td>
<td>Teacher</td>
<td>Did Not Work</td>
</tr>
<tr>
<td>Yvonne Bachert</td>
<td>Non-Certified Instructional Aide Substitute</td>
<td>Other Employment</td>
</tr>
</tbody>
</table>

*Items 11, 12A, 12B, 13A, and 13B, were combined by Board request*

### ROLL CALL VOTE

*MOTION BY: C. Nace   SECONDED BY: Bashaw*

**AYE: C. Nace, R. Nace, Hein, Deitrich, Bashaw, Panto**

**NAY: 0**

Six Ayes, Zero Nays, Motion carried

### C. Approval of 2017-2018 Teacher Collective Bargaining Unit Salaries

As per the CAEA Collective Bargaining Agreement, the Superintendent has reviewed and recommends the respective salary assignments.

### ROLL CALL VOTE

*MOTION BY: R. Nace  SECONDED BY: C. Nace*

**AYE: C. Nace, R. Nace, Deitrich, Bashaw, Panto**

**NAY: 0**

*Abstention by Hein*

Five Ayes, Zero Nays, Motion carried
D. Nomination for Appointment

1. Taylor Krause
   Status: Certified Instructional Aide
   Assignment: Catasauqua Middle School
   Rate of Pay: $153.00 per day
   Benefits: As Per Collective Bargaining Agreement
   Effective: August 21, 2017 – June 8, 2018

2. Xavier Fryslin
   Status: Part Time Custodian
   Assignment: Districtwide
   Rate of Pay: $7.50 per hour
   Benefits: N/A
   Effective: August 28, 2017-June 8, 2018

3. Bradshaw Henning *
   Status: Part Time Custodian
   Assignment: Districtwide
   Rate of Pay: $7.50 per hour
   Benefits: N/A
   Effective: August 28, 2017 - June 8, 2018

*pending receipt of employment papers

ROLL CALL VOTE

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

E. Change in Employment Status

1. Christopher Casciotti
   Previous Status: Guest Teacher
   Current Status: Non Certified Instructional Aide
                  Learning Support
   Assignment: Catasauqua Middle School
   Rate of Pay: $116.00 per day
   Benefits: As Per Collective Bargaining Agreement
   Effective: August 21, 2017 – June 8, 2018
2. **Jalen Nichols**
   Previous Status: Guest Teacher  
   Current Status: Non Certified Instructional Aide  
   Assignment: Learning Support  
   Assignment: Catasauqua Middle School  
   Rate of Pay: $116.00 per day  
   Benefits: As Per Collective Bargaining Agreement  
   Effective: August 28, 2017 – June 8, 2018

3. **Lisandra Collazo**
   Previous Status: Non-Certified Instructional Aide Substitute  
   Current Status: Guest Teacher  
   Assignment: Districtwide  
   Rate of Pay: $100 per day days 1-20  
   $110 per day days 21-45  
   $130 per day after day 45  
   Benefits: N/A  
   Effective: September 13, 2017

**ROLL CALL VOTE**

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

**F. 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>Steven Bradley</td>
<td>Head Baseball Coach</td>
<td>$5,399.00</td>
</tr>
<tr>
<td>Steven Ritter</td>
<td>Assistant Baseball Coach</td>
<td>$1,550.00</td>
</tr>
<tr>
<td>Andrew Oswald</td>
<td>Assistant Baseball Coach</td>
<td>$1,550.00</td>
</tr>
<tr>
<td>Eric Snyder *</td>
<td>Assistant Baseball Coach</td>
<td>$2,242.00</td>
</tr>
<tr>
<td>David Burker</td>
<td>Assistant Track Coach</td>
<td>$2,671.00</td>
</tr>
<tr>
<td>David Stires</td>
<td>Assistant Track Coach</td>
<td>$2,671.00</td>
</tr>
<tr>
<td>Barbara Kennedy</td>
<td>Scheckler Book Fair Coordinator</td>
<td>$130.00</td>
</tr>
<tr>
<td>Daniel Kotran</td>
<td>Scheckler Safety Patrol Advisor</td>
<td>$130.00</td>
</tr>
<tr>
<td>Joshua Inman</td>
<td>Junior Class Advisor</td>
<td>$1,467.00</td>
</tr>
<tr>
<td>Janet Schmitt</td>
<td>National Honor Society Advisor</td>
<td>$1,299.00</td>
</tr>
</tbody>
</table>

*change in stipend from $2,671.00 approved June 13, 2017
G. **Approval of FMLA for Employee # 2135**
   Approval for FMLA for employee #2135 effective upon exhaustion of all personal and sick leave beginning approximately November 19, 2017.

H. **Approval for Days Without Pay**
<table>
<thead>
<tr>
<th>Name</th>
<th>Susan Lesko</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reason</td>
<td>Personal</td>
</tr>
<tr>
<td>Effective</td>
<td>August 21, 2017 through September 22, 2017</td>
</tr>
</tbody>
</table>

I. **Approval of Student Teachers/Interns**
   Approval is requested for the following student teachers/interns as listed:
   **Scheckler Elementary**
<table>
<thead>
<tr>
<th>Name</th>
<th>Kirsten DeMatto</th>
</tr>
</thead>
<tbody>
<tr>
<td>College - Kutztown University</td>
<td>Effective: August 28, 2017 to May 4, 2018</td>
</tr>
<tr>
<td>Guidance</td>
<td>Kimberly Ceccatti</td>
</tr>
</tbody>
</table>

14. **CURRICULUM**

15. **BOARD APPROVALS**
   A. **Approval of Board Goals 2017-2018**
   B. **Board Approval of the Trust Agreement of the Health Consortium and Approve the Business Supervisor as the Representative to the Health Consortium**
   C. **Election of Pennsylvania School Boards Association (PSBA) Officers**
      
      i. The following nomination of PSBA President Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System
         
         Majority Vote: **Otto W. Voit III**
         
         **ROLL CALL VOTE**
         
         **MOTION BY: Hein**  **SECONDED BY: C. Nace**
         AYE: C. Nace- Hutchinson, Deitrich- Hutchinson, Bashaw - Voit, Hein - Voit, R. Nace – Voit

      ii. The following nomination of PSBA Vice President Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System
         
         Majority Vote: **Eric Wolfgang**
         
         **ROLL CALL VOTE**
         
         **MOTION BY: Hein**  **SECONDED BY: C. Nace**
         AYE: C. Nace- Wolfgang, Deitrich- Wolfgang, Bashaw – Wolfgang, Hein - Wolfgang, R. Nace – Wolfgang
iii. The following nomination of PSBA Eastern Treasurer Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

**Majority Vote: Mike Gossert**

**ROLL CALL VOTE**

MOTION BY: Hein       SECONDED BY: C. Nace
AYE: C. Nace- Gossert, Deitrich- Gossert, Bashaw – Gossert, Hein - Gossert, R. Nace – Gossert

iv. The following nomination of PSBA Insurance Trust Trustee Elect was made, and the Secretary of the Catasauqua Board of Education is authorized to electronically record this vote using the PSBA System

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

**ROLL CALL VOTE**

MOTION BY: Hein       SECONDED BY: C. Nace
AYE: C. Nace- Faccinetto and Neel, Deitrich- Faccinetto and Neel, Bashaw – Faccinetto and Neel, Hein - Faccinetto and Neel, R. Nace - Faccinetto and Neel

D. Approval of Additional Revised Van/Bus Stops 2017-2018 School Year.

Approval is requested for additional 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 be made available at all times. Additionally, changes are stored within the transportation software management system.

- 14th & Faith
- 3rd & Arch
- 2nd & Bridge
- East Hills Middle School (homeless student)
- Howertown & Pine
- 1787 Airport Rd (homeless student)
- 3rd & Buttonwood

Items 13F, 13G, 13H, 13I, 14, 15A, 15B, 15C, and 15D, were combined by Board request
ROLL CALL VOTE

MOTION BY: C. Nace    SECONDED BY: Bashaw
AYE: C. Nace, R. Nace, Deitrich, Bashaw, Panto
NAY:  0
Abstention by Hein
Five 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

Wayne Karess- Kathy and I are moving along, installing iPads, updating Gmail, and other
technology updates throughout the district.
Eric Dauberman – Thank you to our school nurses’ for communicating to parents regarding
immunizations. We have “0” students requiring immunizations. We continued our Peaceful
Bus program. The courtyard has been updated. Thank you to our technology crew. Meet the
Teacher night will be held on September 14th.
Melissa Inselmann – The school year stared well. Meet the Teacher Night and book fair
were held last Thursday. Our anti-bullying assembly was held today. Weller Center will be
presenting various topics throughout the school year. The Welcome Back Dance will be held
on September 29th.
Lois Reed – the two new buses were delivered today and will be inspected and lettered.
David Ascani – All high school students have current immunizations. Thank you to all of the
district crews for preparing for the school year. Our open house was held last Wednesday
with a great parent turnout.

21.  RECOGNITION OF GUESTS & VISITORS

22.  NEXT MEETING DATES
   A.  Tuesday, October 10, 2017  7:00 P.M.    School Board Meeting
   B.  Tuesday, November 14, 2017  7:00 P.M.    School Board Meeting
       (Location Exception)
       Lehigh Career & Technical Institute
       4500 Education Park, Schnecksville
23. ADJOURNMENT

MOTION BY: Hein SECONDED BY: C. Nace

Motion carried

Time Adjourned: 7:47 P.M.

Respectfully submitted,

Duane Deitrich
Secretary