

**MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
MONDAY, JULY 9, 2012**

5141

PURPOSE	The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, July 9, 2012 in the District Administration Office Board Room. President Penny Hahn called the meeting to order at 7:00 P.M		
ROLL CALL	Members present:	Dawn Berrigan, Duane Deitrich, Penny Hahn, Mary Alice Hartranft, Christine Naegel, Donald Panto, and Sally J. Reiss	
	Members absent:	Carol Cunningham, Carol McCarthy	
	Non-members present:	Robert J. Spengler, Superintendent Kathleen Kotran, Coordinator of Instructional Technology Federal Programs, and Community Education Eric Dauberman, Elementary School Principal Melissa Inselmann, Middle School Principal David Ascani, High School Principal Wayne Karess, District Network Manager Thomas R. Moll, II, Director of Student Activities William Gasper, Supervisor of Facilities Lois Reed, Business Supervisor David Knerr, Solicitor Selena Contreras, Student Representative Zachary Labezius, Student Representative	
	Visitors:	See list inserted in Permanent Minute Book	
	Pledge of Allegiance to the Flag was given.		
BOARD SECRETARY ELECTED JULY 1, 2012 TO JUNE 30, 2016	Motion by Berrigan to nominate Mrs. Sally J. Reiss as School Board Secretary from July 1, 2012 to June 30, 2016. There being no further nominations, the ballot for nominations for Secretary was closed by Hartranft.		
ROLL CALL VOTE			
Voting for Mrs. Reiss – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye.			
On a vote of seven (7) for Mrs. Reiss, President Penny Hahn cast a ballot for Mrs. Sally J. Reiss as Secretary from July 1, 2012 to June 30, 2016.			
COMMITTEE REPORTS	A. <u>Carbon-Lehigh Intermediate Unit #21 – Penny Hahn</u> 1. New officers (same as last year) 2. Graduation – different areas from I.U. 3. “e-learn 21” – presentation 4. Ten new vans purchased		

COMMITTEE REPORTS (continued)

- B. Lehigh Career & Technical Institute
No Report
- C. Borough of Catasauqua – Mary Alice Hartranft
No Report
- D. Borough of North Catasauqua – Duane Deitrich
1. Two meetings for July and August as one
2. Compose facility talk
- E. Hanover Township – Sally J. Reiss
No Report
- F. PSBA Liaison Update – Dawn Berrigan
1. Budget passed
2. EIT – Allentown change statute
3. New Teacher Evaluation
- G. Lehigh Valley International Airport – Sally J. Reiss
1. June 26, 2012 – decrease revenue – May expenses down
2. June 3, 2012 – FAA – grant – court ordered – AIP funding legal fees
- H. Student Representatives
No Report

MINUTES APPROVED BOARD WORKSHOP MEETING – JUNE 5, 2012 Motion by Hartranft, seconded by Reiss, the minutes of the board workshop meeting held on June 5, 2012 be approved as presented. Motion carried.

MINUTES APPROVED REGULAR MEETING JUNE 13, 2012 Motion by Hartranft, seconded by Reiss, the minutes of the regular meeting held on June 13, 2012 be approved as presented. Motion carried.

TREASURER'S REPORT Motion by Deitrich, seconded by Hartranft, the report of the Treasurer for June 2012 be approved as presented.

ROLL CALL VOTE

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

APPROVAL OF BUDGET TRANSFERS JUNE 2012 Motion by Reiss, seconded by Deitrich, approving the request for budget transfers for the month of June 2012.

ROLL CALL VOTE

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL FOR
PAYMENT OF ALL
ACCOUNTS PAYABLES
BILLS - JULY 2012**

Motion by Reiss, seconded by Deitrich, all accounts payables bills as presented in the amount of **\$578,525.13** be approved as follows:

General Fund Bills-A/P July 9, 2012 \$578,525.13

TOTAL \$578,525.13

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL FOR
PAYMENT OF ALL
CONSTRUCTION FUND
BILLS**

Motion by Reiss, seconded by Deitrich, all construction fund bills as presented in the amount of **\$9,000.00** be approved as follows:

Constr. Fund Manual Checks – June 2012 \$9,000.00

TOTAL \$9,000.00

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL TO
RATIFY ALL MANUAL
BILLS
JUNE 2012**

Motion by Reiss, seconded by Deitrich, all manual bills as presented in the amount of **\$2,294,813.30** be approved as follows:

General Fund Manual Checks – June 2012 \$1,323,514.85

Payroll – General Fund – June 2012 903,537.88

Payroll – Cafeteria – June 2012 19,930.09

Cafeteria Bills Manual Checks – June 2012 22,831.47

Activities Fund Bills – June 2012 24,999.01

TOTAL \$2,294,813.30

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**2012-2013 TAX
DUPLICATES
CHARGED TO TAX
COLLECTORS AND
APPROVE BONDING
AS PRESENTED**

Motion by Hartranft, seconded by Deitrich that, in accordance with Public School Codes 682, 684, hereby charge the tax collectors of the Catasauqua Area School District for the following amounts for the 2012-2013 duplicates and approve bonding as presented:

	2012-2013 <u>Real Estate</u>	2012-2013 <u>Interim</u>	<u>Bonds</u>
Catasauqua	\$ 4,564,329.53	- 0 -	Lumberman's Mutual
North Catasauqua	\$ 2,578,136.90	\$ 275.37	CNA Insurance Co.
Hanover Township	<u>\$ 8,170,736.08</u>	<u>\$ 935.48</u>	
TOTAL	\$15,313,202.51	\$1,210.85	

ROLL CALL VOTE

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

PERSONNEL Motion by Hartranft, seconded by Deitrich, approving personnel for the 2012-2013
MATTERS - school year as follows:
2012-2013
SCHOOL YEAR

A. Letter of Resignation

1. Kimberly Labezius

Status: Non-Certified Instructional Aide
Assignment: Sheckler Elementary School
Reason: Will be Student Teaching
Effective: June 4, 2012

B. Paternity Leave of Absence Without Pay

1. Daniel Wismer

Status: Earth Science Teacher
Assignment: Catasauqua High School
Effective: 2012-2013 School Year – beginning August 20, 2012
Return to Work: Start of 2013-2014 School Year

C. Change of Employment Status

1. Name:

Debra Becker
From: Cafeteria Worker
To: Kitchen Manager
Assignment: Catasauqua Middle School
Rate of Pay: \$12.70/hour – 2012-2013 School Year
Effective: August 27, 2012

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

Motion by Deitrich, seconded by Berrigan, approving personnel for the 2012-2013 school year as follows:

D. Nomination for Appointment

1. Heather Oakes

Status: Certified Instructional Aide
 Regular Education
Assignment: Sheckler Elementary School
Rate of Pay/Benefits \$145.00/day
 As per agreement
Effective: August 20, 2012 - June 7, 2013

2. Brian Sigafos

Status: Certified Instructional Aide
 Special Education – Life Skills
Assignment: Sheckler Elementary School
Rate of Pay/Benefits \$145.00/day
 As per agreement
Effective: August 20, 2012 - June 7, 2013

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

PERSONNEL MATTERS – 2012-2013 SCHOOL YEAR (continued)

Motion by Hartranft, seconded by Berrigan, approving personnel for the 2012-2013 school year as follows:

E. Appointment of Extra-Curricular Positions - 2012-2013 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Penny Hahn	Assistant Boys' Volleyball Coach	Volunteer

Roll Call – Berrigan aye, Deitrich aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Hahn abstained from voting due to this being her own position. Zero nay. Motion carried.

Motion by Berrigan, seconded by Hartranft, approving personnel for the 2012-2013 school year as follows:

F. Appointment of Extra-Curricular Positions – 2012-2013 School Year

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2012-2013 school year:

<u>Name</u>	<u>Positions</u>	<u>Stipend</u>
1. Todd Richards	Facility Manager of Athletics & Extra-Curricular Activities	\$3,451
2. Thomas Falzone	Head Football Coach	\$6,100
3. Brad Bloszinsky	Assistant Football Coach	\$3,520
4. Robert Bydlon	Assistant Football Coach	\$3,520
5. Robert Panny	Assistant Football Coach	\$3,520
6. Robert Petrosky	Assistant Football Coach	\$3,520
7. James Schaffer	Assistant Football Coach	\$3,520
8. William Milne	Middle School Football Head Coach	\$3,520
9. Edward Csencsits	Assistant Football Coach	Volunteer
10. Jeremy Eberhardt	Assistant Football Coach	Volunteer
11. Michael Case	Assistant Football Coach	Volunteer
12. Ryan Gemmel	Assistant Football Coach	Volunteer
13. *Joshua Knecht	Assistant Football Coach	Volunteer
14. Carrie Saul	Head Field Hockey Coach	\$5,399
15. *Amanda Peters	Assistant Field Hockey Coach	\$2,671
16. Jennifer Keppel	Middle School Field Hockey Coach	\$1,335.50
17. Lisa Roth	Middle School Field Hockey Coach	\$1,335.50
18. Emily Falko	Assistant Field Hockey Coach	Volunteer
19. Michael Baclawski	Head Boys' Soccer Coach	\$5,399
20. *Joshua Yoo	Assistant Boys' Soccer Coach	\$2,671
21. Trajano Bastidas	Head Girls' Soccer Coach	\$5,399
22. Christopher Bastidas	Assistant Girls' Soccer Coach	Volunteer
23. *Rebecca Sofish	Assistant Girls' Soccer Coach	\$2,671
24. Lindsay Arndt	Head Girls' Volleyball Coach	\$3,510
25. Charles Post	Head Cross Country Coach	\$3,510
26. David Burkner	Assistant Cross Country Coach	\$1,889
27. Alexis Sziy	Head Football Cheerleading Coach	\$2,000
28. Jamie Nattress	Assistant Football Cheerleading Coach	\$1,000

PERSONNEL MATTERS – 2012-2013 SCHOOL YEAR (continued)**F. Appointment of Extra-Curricular Positions – 2012-2013 School Year (continued)**

29. Kori Burke	Assistant Football Cheerleading Coach	Volunteer
30. Eric Snyder	Head Boys' Basketball Coach	\$5,700
31. Scott Case	Assistant Boys' Basketball Coach	\$3,520
32. Thomas Falzone	Assistant Boys' Basketball Coach	\$3,520
33. Jeremy Eberhardt	Assistant Boys' Basketball Coach	Volunteer
34. Matthew Morton	Assistant Boys' Basketball Coach	Volunteer
35. Thomas Reap	Assistant Boys' Basketball Coach	Volunteer
36. Brett Zieber	Assistant Boys' Basketball Coach	Volunteer
37. Adam Smith	Assistant Boys' Basketball Coach	Volunteer
38. Daren Winch	Assistant Boys' Basketball Coach	Volunteer
39. Gerald D. Case, III	Assistant Boys' Basketball Coach	Volunteer
40. Eric Longenhagen	Assistant Boys' Basketball Coach	Volunteer
41. Chad Werkheiser	Head Girls' Basketball Coach	\$5,700
42. Brittany Thomas	Assistant Girls' Basketball Coach	\$3,520
43. Michael Conner	Head Wrestling Coach	\$5,700
44. Kyle Rusnock	Assistant Wrestling Coach	\$3,520
45. Mark Bartholomew	Assistant Wrestling Coach	\$2,000
46. Michael Rusnock	Assistant Wrestling Coach	\$1,520
47. Steve Bradley	Assistant Wrestling Coach	Volunteer
48. Jonathan Reed	Assistant Wrestling Coach	Volunteer
49. David Rusnock	Assistant Wrestling Coach	Volunteer
50. Joseph Stofko, Jr.	Assistant Wrestling Coach	Volunteer
51. Beau Fisher	Assistant Wrestling Coach	Volunteer
52. Thomas Falzone	Weight Room Monitor (Summer)	\$600
53. Joseph F. Stofko, Jr.	Weight Room Monitor (Summer)	Volunteer
54. Joseph F. Stofko, Jr.	Weight Room Monitor (Fall)	\$600
55. Joseph F. Stofko, Jr.	Weight Room Monitor (Winter)	\$600
56. Joseph F. Stofko, Jr.	Weight Room Monitor (Spring)	Volunteer
57. Robert Bydlon	Weight Room Monitor (Spring)	\$600
58. James D'Annibale	Marching Band Director	\$3,873
59. Christopher D'Annibale	Marching Band Music Coord. (Perc.)	\$1,140
60. Stephanie Sobler	Marching Band Front Coord.	\$2,280
61. Steven Brown	Marching Band Visual Coord.	\$1,140
62. Laura Hafner	Marching Band Assistant	Volunteer
63. Gina Maria D'Annibale	Marching Band Assistant	Volunteer
64. James D'Annibale	Pep Band Advisor	\$600
65. Amy Dymond-Jones	M.S. Audio-Visual Coordinator (split)	\$547.34
66. Kevin Karchner	M.S. Audio-Visual Coordinator (split)	\$547.34
67. Jonathan Kiefer	M.S. Audio-Visual Coordinator (split)	\$547.34
68. John Joseph Yanek	Debate Club Advisor	\$2,627
69. Deborah Elek	Sheckler A-V Co-Coordinator	\$821
70. Erica Schlamp	Sheckler A-V Co-Coordinator	\$821

*Pending receipt of required employment forms

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

PERSONNEL MATTERS – 2012-2013 SCHOOL YEAR (continued)

Motion by Deitrich, seconded by Naegel, approving personnel for the 2012-2013 school year as follows:

G. School Counseling Internship**1. Amy Teresa Miller**

Status:	School Counseling Internship
Assignment:	Catasauqua Middle School – Amy Dymond-Jones
College:	Kutztown University
Effective:	August 27, 2012 – June 6, 2013
Rate of Pay:	No Stipend

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**PRELIMINARY
APPROVAL OF
TEXTBOOK FOR
2012-2013
SCHOOLYEAR –
CATASAUQUA
HIGH SCHOOL
ADVANCE
PLACEMENT
WORLD HISTORY**

Motion by Reiss, seconded by Deitrich, granting preliminary approval of the following textbook for the 2012-2013 school year for Catasauqua High School as follows: (textbook will be available for examination and review for a period of 30 days with final adoption in August 2012.)

High School Advanced Placement World History

Title:	World Civilizations: The Global Experience 6th Edition
Author:	Stearns, et. al.
Publisher:	Prentice Hall
Copyright:	2011

ROLL CALL VOTE

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**SECOND REVISION
READING -
POLICY #251
BULLYING/
CYBERBULLYING**

Motion by Reiss, seconded by Deitrich, approving the second revision reading of the following policy:

Section:	PUPILS
Policy #:	#251
Title:	Bullying/Cyberbullying
Policy inserted in Permanent Minute Book	

ROLL CALL VOTE

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL TO
PARTICIPATE IN
FREE & REDUCED
PRICE LUNCH
PROGRAM - 2012-2013
SCHOOL YEAR**

Motion by Hartranft, seconded by Reiss, granting approval to participate in the Free & Reduced Price Lunch Program for the school year 2012-2013.

ROLL CALL VOTE

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**ADOPTION OF
RESOLUTION RE
FEDERAL AND STATE
REGULATIONS RE
EQUAL OPPORTUNITY
EMPLOYER**

Motion by Berrigan, seconded by Deitrich, to adopt the following resolution for the 2012-2013 school year:

RESOLUTION - EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Catasauqua Area School District that no person shall be subjected to unlawful discrimination on the ground of race, color, age, creed, religion, sex/gender, sexual orientation, ancestry, national origin, handicap/disability, familial status, genetic information, or any other legally protected classification with respect to any of its programs or activities or in the employment of any personnel. Sexual harassment or harassment relating to an individual's race, color, age, creed, religion, sex/gender, sexual orientation, ancestry, national origin, handicap/disability, familial status, genetic information, or any other legally protected classification is a form of unlawful discrimination and is expressly prohibited under the School District's policy. The School Board has adopted procedures for filing complaints of unlawful discrimination/harassment with the School District and the School District's investigation and disposition of those complaints. If you would like to obtain a copy of the complete nondiscrimination policy, including the complaint procedures, please contact the Superintendent, 201 N. 14th Street, Catasauqua, PA 18032, phone 610-264-5571. The Superintendent is the District's Compliance Officer for all nondiscrimination requirements (503/504-Title VI-Title VII-Title IX-ADA Coordinator). The nondiscrimination policy and complaint procedures are also available on the District's web site: www.cattysd.org

ROLL CALL VOTE

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL OF
SPECIAL EDUCATION
SERVICES –
2012-2013
SCHOOL YEAR**

Motion by Hartranft, seconded by Deitrich, approving the professional services agreement with the Carbon-Lehigh Intermediate Unit #21 to provide special education services, as defined, for the 2012-2013 school year.

Agreement inserted in Permanent Minute Book

ROLL CALL VOTE

Roll Call – Berrigan aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

NEW BUSINESS

1. Robert J. Spengler
 - A. Elementary, middle school and high school handbooks are set for final approval at August board meeting

**INFORMATION
ITEMS**

1. Dawn Berrigan
 - A. Nice graduation
 - B. Consumer Science – mandatory class
2. William Gasper
 - A. Student transportation workers started

INFORMATION ITEMS (continued)

3. Wayne Karess

A. E-Rate coordinator applications were approved (60%).

RECOGNITION OF
GUESTS & VISITORS1. Cherie Gebhardt

A. Questioned timing of sports (girls' and boys' soccer)

NEXT SCHOOL BOARD MEETING DATES

A. Wednesday, July 11, 2012	6:00 P.M.	Cost Analysis Committee
B. Wednesday, August 1, 2012	4:30 P.M.	Finance Committee
	5:30 P.M.	Academics & Education Committee
	6:30 P.M.	Policy Committee
	7:30 P.M.	Athletic Council
C. Tuesday, August 7, 2012	5:30 P.M.	Buildings & Grounds Committee
	7:00 P.M.	Board Workshop Meeting
D. Monday, August 13, 2012	7:00 P.M.	Regular monthly school board meeting

All meetings listed above will be held in the District Administration Office Board Room.

ADJOURNMENT

Motion by Deitrich, seconded by Reiss, to adjourn meeting.
Meeting adjourned at 8:03 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary