

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
MONDAY, SEPTEMBER 10, 2012

5166

PURPOSE	The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, September 10, 2012 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:00 P.M.	
ROLL CALL	Members present:	Dawn Berrigan, Carol Cunningham, Duane Deitrich, Mary Alice Hartranft (arrived 7:18 P.M.), Penny Hahn, Christine Naegel, Donald Panto, and Sally J. Reiss
	Member absent:	Carol McCarthy
	Non-members present:	Robert J. Spengler, Superintendent Christina Lutz-Doemling, Director of Curriculum & Assessment Kathleen Kotran, Coordinator of Instructional Technology, Federal Programs, and Community Education Lois Reed, Business Supervisor Eric Dauberman, Elementary School Principal Melissa Inselmann, Middle School Principal David Ascani, High School Principal Bryan Klass, Assistant Middle School Principal William Gasper, Supervisor of Facilities Wayne Karess, District Network Manager Thomas R. Moll, II, Director of Student Activities (arrived 8:45 P.M.) David Knerr, Solicitor Selena Contreras, Student Representative Zachary Labezius, Student Representative
	Visitors:	See sign-in sheet inserted in Permanent Minute Book
	Pledge of Allegiance to the Flag was given	
NOTICE OF EXECUTIVE SESSIONS	A. Tuesday, September 4, 2012 – after Workshop meeting for personnel and legal issues	
PRESENTATIONS/ AUDIENCE INPUT ON AGENDA	A. 2012 PSSA Results Summary Presentation - Christina Lutz-Doemling	

At this time – 7:18 P.M. – school board member Mary Alice Hartranft arrived at meeting.

**COMMITTEE
REPORTS**

- A. Finance Committee – Donald Panto – meeting held September 5, 2012
 - 1. See minutes inserted in Permanent Minute Book
- B. Academics & Education – Carol Cunningham – meeting held Sept. 5, 2012
 - 1. See minutes inserted in Permanent Minute Book
- C. Policy Committee – Mary Alice Hartranft – meeting held September 5, 2012
 - 1. See minutes inserted in Permanent Minute Book
- D. Athletic Council – David Ascani – meeting held September 5, 2012
 - 1. See minutes inserted in Permanent Minute Book
- E. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
 - 1. Meeting held August 20, 2012 – 7:00 P.M.
 - 2. Opening Day at Whitehall-Coplay School District
 - 3. Fiscal Coordinator – received certificate of School Business Officials
 - 4. Carbon-Lehigh Intermediate Unit #21 – have Facebook & Twitter accounts
- F. Lehigh Career & Technical Institute – Carol McCarthy

No report
- G. Borough of Catasauqua – Mary Alice Hartranft

No report
- H. Borough of North Catasauqua – Duane Deitrich

No report
- I. Hanover Township Lehigh County – Sally J. Reiss
 - 1. Meeting held August 15, 2012
 - 2. Sent out bids for road work
 - 3. August 30, 2012 had auction of all furnishings from old municipal building
- J. PSBA Liaison Update – Dawn Berrigan

No report
- K. Lehigh Valley International Airport – Sally J. Reiss
 - 1. Meeting held August 28, 2012
 - 2. Marketing to sell off land owned by airport
 - 3. Applying for customs in terminal building
 - 4. Received \$1.5 million grant from FAA
- L. Student Representatives – Selena Contreras and Zachary Labezius
 - 1. Good start to opening of school
 - 2. After school activities started
 - 3. Weight room open
 - 4. Teachers available for help after school

MINUTES APPROVED Motion by Cunningham, seconded by Hartranft, the minutes of the regular meeting
REGULAR MEETING held on August 13, 2012 be approved as presented. Berrigan abstained from voting
AUGUST 13, 2012 due to being absent from that meeting. Motion carried.

TREASURER'S Motion by Reiss, seconded by Deitrich, the report of the Treasurer for August 2012
REPORT -AUGUST 2012 be approved as presented. Motion carried.

APPROVAL OF Motion by Deitrich, seconded by Cunningham, approving the request for budget
BUDGET transfers for the month of August 2012.
TRANSFERS
AUGUST 2012

ROLL CALL VOTE

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

APPROVAL FOR Motion by Deitrich, seconded by Hartranft, all accounts payables bills as presented
PAYMENT OF ALL in the amount of **\$940,651.29** be approved as follows:
ACCOUNTS PAYABLES

BILLS - SEPTEMBER 2012	General Fund Bills-A/P Sept. 10, 2012	\$917,792.66
	Cafeteria Bills – A/P Sept. 10, 2012	<u>22,858.63</u>
	TOTAL	\$940,651.29

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

APPROVAL TO Motion by Deitrich, seconded by Hartranft, all manual bills as presented in the
RATIFY ALL MANUAL amount of **\$1,399,685.86** be approved as follows:
BILLS

AUGUST 2012	General Fund Manual Cks. – First Niagara – Aug. 2012	\$ 123,304.48
	General Fund Manual Cks. - PLGIT– August 2012	138,961.99
	Cafeteria Bills – Manual Checks – August 2012	885.00
	Payroll – General Fund – August 2012	1,127,048.59
	Payroll – Cafeteria – August 2012	8,485.80
	Activity Fund Bills Manual Checks – Aug. 2012	<u>1,000.00</u>
	TOTAL	\$1,399,685.86

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

APPROVAL OF Motion by Berrigan, seconded by Deitrich, approving the following insurance rates
MISCELLANEOUS from PSBA Insurance Trust and Erie Insurance as listed:
INSURANCE RATES

2012-2013 SCHOOL YEAR	<u>2011-2012 Rates</u>	<u>2012-2013 Rates</u>
Package/Boiler (PSBA)	\$49,577	\$ 52,987
Umbrella (PSBA)	\$14,969	\$ 14,969
School Directors Errors & Omissions	\$10,331	\$ 10,388
Vehicle Fleet (Erie Insurance)	<u>\$23,457</u>	<u>\$ 24,148</u>
Annual Premium	\$98,393	\$102,492

ROLL CALL VOTE

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

**APPROVAL OF
SECTION 356
AGREEMENT**

Motion by Berrigan, seconded by Cunningham, approving the request to enter into a Section 356 Agreement between H.A. Berkheimer, Inc., as agent and duly authorized official of the School District, and the Commonwealth of Pennsylvania, Department of Revenue, under which certain confidential tax information contained on Pennsylvania Personal Income Tax returns is provided to H.A. Berkheimer in order to administer and enforce the District's earned income tax.

ROLL CALL VOTE

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, Naegel aye, Panto aye, and Reiss aye; Berrigan nay. One (1) nay. Motion carried.

**PERSONNEL
MATTERS
2012-2013
SCHOOL YEAR**

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

A. Removal of Substitute Employees

The following applicants have been approved to be removed from the substitute employment list for the 2012-2013 school year as follows:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
David Puckett	Guest Teacher Substitute	Did not renew Guest status
James Valo	Guest Teacher Substitute	Did not renew Guest status
Tresa Bartosh	Day-to-Day Substitute Teacher	Personal

B. Substitute Employees

The following applicants have been approved to be added to the substitute employment list for the 2012-2013 school year as follows:

Elizabeth K. Brodt	Day-to-Day Substitute Teacher
Ashley Cederberg	Day-to-Day Substitute Teacher
Kelly DeAntonis	Day-to-Day Substitute Teacher
Sarah Dowling	Day-to-Day Substitute Teacher
Sarah Egan	Day-to-Day Substitute Teacher
Michael Hall	Day-to-Day Substitute Teacher
Sara Heffner	Day-to-Day Substitute Teacher
Ashley Krutsick	Day-to-Day Substitute Teacher
Robert Pasternak	Day-to-Day Substitute Teacher
Jessica Peifly	Day-to-Day Substitute Teacher
Dorota Rossnagle	Day-to-Day Substitute Teacher
Carrie Saul	Day-to-Day Substitute Teacher
Sarah Schaffer	Day-to-Day Substitute Teacher
Charles Yost	Day-to-Day Substitute Teacher
Gerald T. Steiner	Substitute Van/Bus Driver

PERSONNEL MATTERS 2012-2013 SCHOOL YEAR (continued)**C. Re-Approval of Substitute Support Staff Employees**

The following list of substitute support staff employees have been re-approved for the 2012-2013 school year:

Substitute Secretary

Frieda Eberhardt

Substitute Cafeteria Worker

Robert Superka

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

The names listed below of extra-curricular positions have been appointed as noted for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Mary Anne Haney	Freshman Class Advisor	\$612

E. Approval of Student Teachers/Interns

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

Sheckler Elementary School

<u>Name & College</u>	<u>Area of Certification</u>	<u>Effective</u>
Courtney Green – Kutztown Univ.	Second Grade – Erica Schlamp	Oct. 22 – Dec. 13, 2012
Jennifer Mohr – Kutztown Univ.	Third Grade – Valerie Roberts	Oct. 22 – Dec. 13, 2012

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

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

I. Confirmation of Salary Placement – Teachers – 2012-2013 School Year

Approval is granted to confirm the salary, placement, educational level, and credits of the professional teaching staff, as reviewed by the Superintendent, for the 2012-2013 school year in compliance with the Collective Bargaining Agreement.

Salary Placement Schedule inserted in Permanent Minute Book

ROLL CALL VOTE

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

**APPROVAL OF
PLANNED COURSES
OF STUDY – 2012-2013
SCHOOL YEAR
CATASAUQUA HIGH
SCHOOL &
CATASAUQUA
MIDDLE SCHOOL**

Motion by Cunningham, seconded by Deitrich, approving the following planned courses of study for the 2012-2013 school year as listed:

Technology Literacy – 5th Grade
Technology Literacy – 7th Grade
Algebra IB – 9th/10th Grades
English – 9th Grade
English – 11th Grade
American Government – 11th Grade
Sociology – 11th/12th Grades
History of Sports – 10th, 11th, & 12th

Technology Literacy – 6th Grade
Algebra IA – 8th/9th Grades
Algebra II – 9th – 12th Grades
English – 10th Grade
Biology 10th Grade
Economics – 11th/12th Grades
Psychology – 11th/12th Grades

ROLL CALL

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

**APPROVAL OF
PLANNED COURSE
OF STUDY – 2012-2013
SCHOOL YEAR
CATASAUQUA HIGH
SCHOOL**

Motion by Cunningham, seconded by Deitrich, approving the following planned course of study for the 2012-2013 school year as listed:

History of American Movies – 10th, 11th, and 12th Grades

ROLL CALL

Roll Call – Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, and Panto aye; Naegel nay, and Berrigan nay; and Reiss abstained from voting. Two (2) nays.
Motion carried.

**APPROVAL OF SENIOR
STUDENT TO
ATTEND YEAR AT
CATASAUQUA HIGH
SCHOOL 2012-2013
SCHOOL YEAR**

Motion by Reiss, seconded by Cunningham, granting approval to allow the following student to start and finish the 2012-2013 school year, no tuition required, and student must provide their own transportation to and from school as follows and as per school district policy:

[illegible]

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

**APPROVAL OF SENIOR
STUDENT TO
ATTEND YEAR AT
CATASAUQUA HIGH
SCHOOL 2012-2013
SCHOOL YEAR**

Motion by Reiss, seconded by Cunningham, granting approval to allow the following student to start and finish the 2012-2013 school year, no tuition required, and student must provide their own transportation to and from school as follows and as per school district policy:

Nicholas Neubauer Catasauqua High School 12th Grade
As of 9/3/12 moved to: 3312 S. 5th Ave., apt. 162
Whitehall, PA 18052

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

APPROVAL OF POTENTIAL OVERNIGHT STUDENT ACTIVITY TRIPS Motion by Hartranft, seconded by Deitrich, granting approval for potential overnight student activity trips, Fall 2012-2013, Winter 2012-2013 and Spring 2013 as listed below.

Cross Country

November 2, 3, 2012
Parkview CC Course
Hershey, PA

Boys'/Girls' Soccer

November 15, 16, 2012
Hersheypark Stadium
Hershey, PA

Girls' Volleyball

November 16, 17, 2012
Central York High School
York, PA

Football

December 14, 15, 2012
Hersheypark Stadium
Hershey, PA

Competitive Spirit

February 1, 2, 2013
Hersheypark Arena
Hershey, PA

Wrestling

March 1, 2, 2013 (Regionals)
Wilson West Lawn High School
Wilson, PA

March 7, 8, 9, 2013 (States)
Giant Center
Hershey, PA

Boys'/Girls' Basketball

March 22, 23, 2013
Giant Center
Hershey, PA

Track and Field

May 24, 25, 2013
Shippensburg University
Shippensburg, PA

Softball

June 13, 14, 2013
Beard Field at Nittany Lion Softball Park
Penn State University
State College, PA

Baseball

June 13, 14, 2013
Medlar Field at Lubrano Park
Penn State University
State College, PA

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

APPROVAL OF STUDENT REPRESENTATIVE TO CATASAUQUA BOROUGH COUNCIL

Motion by Reiss, seconded by Cunningham, approving the appointment of **Dillon Hartranft** as the Catasauqua Area School District 12th grade student representative to Catasauqua Borough Council for the 2012-2013 school year.

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

**APPROVAL OF
REVISED VAN/BUS
STOPS FOR THE
2012-2013
SCHOOL YEAR
AS OF SEPT. 2012**

Motion by Berrigan, seconded by Hartranft, approving the revised van/bus stops for the 2012-2013 school year, effective September 2012. 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 to attached 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.

List of Bus Stops inserted in Permanent Minute Book

ROLL CALL VOTE

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

COMMENTS FROM AUDIENCE REGARDING ABOVE AGENDA ITEM 16.E. – APPROVAL OF ADDITIONAL REVISED VAN/BUS STOPS – 2012-2013 SCHOOL YEAR – SEPTEMBER 2012

1. Barbara Barber concerns about bus stops
2. Deborah Edelman concerns about bus stops
3. Jacquelyn Kalynych concerns about bus stops
4. Kaila Fryslin concerns about bus stops
5. Kenya Jones concerns about bus stops
6. Kate Bower concerns about bus stops

At this time – 8:45 P.M. – Thomas R. Moll, II, Director of Student Activities, arrived at meeting.

**AUTHORIZATION TO
BEGIN PLANNING &
DESIGNING FORMAL
NEEDS ASSESSMENT
PROCESS**

Motion by Deitrich, seconded by Naegel, granting authorization for administration to begin planning and designing a formal needs assessment process for the Catasauqua Area School District.

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

**ACCEPTANCE OF
RESIGNATION OF
DISTRICT
SUPERINTENDENT**

Motion by Cunningham, seconded by Hartranft, to accept the resignation of Robert J. Spengler as District Superintendent, and the termination of the employment agreement between the District and Mr. Spengler dated July 12, 2010.

ROLL CALL VOTE

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

**ELECTION OF
DISTRICT
SUPERINTENDENT
AND APPROVAL OF
EMPLOYMENT
AGREEMENT**

Motion by Cunningham, seconded by Deitrich, to elect Robert J. Spengler as District Superintendent for a term of five years beginning September 11, 2012, and to enter into an Employment Agreement with Mr. Spengler in the form presented to the meeting.

ROLL CALL VOTE

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

**APPROVAL OF NEW
CONFIGURATION OF
BOARD/COMMITTEE
MEETINGS**

Motion by Cunningham, seconded by Naegel, approving the Superintendent and/or Administration to configure a system of having two board meetings a month to incorporate committee meetings into the board meetings. Board would like to start in January 2013.

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

**THANK YOUS FROM
BOARD MEMBERS
AND ADMINISTRATION**

Dawn Berrigan, Duane Deitrich, Mary Alice Hartranft, and Christine Naegel, all thanked Robert J. Spengler for his new contract.

Duane Deitrich thanked Christina Lutz-Doemling for all her hard work on the planned course work.

Robert J. Spengler thanked William Gasper for all his hard work on the energy savings program.

**LETTERS OF
COMMENDATION**

1. From Christina Lutz-Doemling
 - A. To: Eric Anthony, Trajano Bastidas, Robert Bydlon, Tim Cadden, Kevin Foley, Jonathan Kiefer, Molly LaVigne, Charles Post, Kyle Rusnock, Jean Susko, Alexis Sziy, and Edward Whitehead – Thank You for the time and effort you devoted to writing a high-quality planned course of study aligned to state and common core standards.
2. From David Ascani
 - A. To: Charles Post, James Schaffer and the Brown & White Student Staff – Congratulations for Gold Medal status for the 6th year in a row – received from PA School Press Association
3. From Donna Tercha
 - A. To: Joan Korp and Tanya Saruba – resourcefulness in obtaining FREE supplies for the nurses' offices
4. From Donna Tercha
 - A. To: Carla Wolbach – saving Catasauqua Area School District about \$650 by finding a program for FREE Epi-pens

INFORMATION ITEMS

1. Eric Dauberman
 - A. Start of school went well
 - B. Assemblies will be held within the next few months ahead
2. Melissa Inselmann
 - A. Catasauqua Middle School Book Fair – September 17 to 21, 2012
 - B. Meet the Teachers – September 20, 2012
 - C. First Dance – September 21, 2012
 - D. Picture Day – September 27, 2012

INFORMATION ITEMS (continued)

3. Thomas R. Moll, II
 - A. Fall season off to a good start
 - 1) Football won two games – 2 and 0 record
 - 2) Volleyball won two games
 - 3) Field Hockey – 1 and 1 record
 - B. Hoagie Sale – September 26, 2012
 - C. Alumni Night – September 28, 2012
4. Wayne Karess
 - A. Start of school year was very good with just the normal issues
5. Lois Reed
 - A. Charter School costs - \$286,000 deficit
 - B. Real Estate tax collector report on collections
6. Christina Lutz-Doemling
 - A. Started CPT testing at middle and high schools
 - B. Keystone Exams – parent night information will be given to parents

**RECOGNITION OF
GUESTS & VISITORS**

1. Visitor stated they could not open minutes on website – it will be looked into

NEXT SCHOOL BOARD MEETING DATES

- | | | |
|------------------------------------|------------------|---|
| A. Tuesday, October 2, 2012 | 5:30 P.M. | Buildings & Grounds Committee |
| | 7:00 P.M. | Board Workshop Meeting |
| B. Wednesday, October 3, 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, October 9, 2012 | 7:00 P.M. | Regular Monthly School Board Meeting |
- NOTE: This is a Tuesday (Monday is the Columbus Day holiday).**

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

ADJOURNMENT

Motion by Hartranft, seconded by Reiss, to adjourn meeting.
Meeting adjourned at 9:45 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary