

5178

Pledge of Allegiance to the Flag was given.

Visitors: See attached list inserted in Permanent Minute Book

At this time, 7:02 p.m., board member Carol McCarthy arrived at meeting.

Danielle Pluchnisky

**COMMITTEE
REPORTS**

- A. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
No report – will report next month
- B. Lehigh Career & Technical Institute – Carol McCarthy
1. New brochure for Developing Health Professionals
 2. Career Technical Magazine features Catasauqua Area School District on last page
- C. Borough of Catasauqua – Mary Alice Hartranft
1. Brian Bartholomew working on water easement with district
 2. October 13, 2012 – dedication of murals
 3. October 17, 2012 – Halloween Parade – 7:00 p.m. start
 4. October 27, 2012 – Trick or Treat – 6:00 to 8:00 p.m.
 5. Girl Scouts are decorating businesses windows
- D. Borough of North Catasauqua – Duane Deitrich
1. October 14, 2012 – Autumnfest and Car Show
 2. Looking into purchasing new fire truck
 3. Hokey bridge delayed until December
 4. Working on new garbage contract
- E. Hanover Township – Lehigh County – Sally J. Reiss
No report
- F. PSBA Liaison Update – Dawn Berrigan
1. Free webinars on retirement
October 26, November 16 & December 13, 2012 – at noon
- G. Lehigh Valley International Airport – Sally J. Reiss
No report
- H. Student Representatives – Selina Contreras and Zachary Labezius
1. School is going well
 2. SADD – Fall Dance

**MINUTES APPROVED
BOARD WORKSHOP
MEETING
SEPTEMBER 4, 2012**

Motion by Berrigan, seconded by Cunningham, the minutes of the board workshop meeting held on September 4, 2012 be approved as presented. Motion carried.

**MINUTES APPROVED
REGULAR MEETING
SEPTEMBER 10, 2012**

Motion by Cunningham, seconded by Hartranft, the minutes of the regular meeting held on September 10, 2012 be approved as presented. McCarthy abstained from voting due to not being present at this meeting. Motion carried.

**TREASURER'S REPORT
SEPTEMBER 2012**

Motion Cunningham, seconded by Deitrich, the report of the Treasurer for September 2012 be approved as presented. Motion carried.

APPROVAL OF BUDGET TRANSFERS SEPTEMBER 2012 Motion by Cunningham, seconded by Berrigan, approving the request for budget transfers for the month of September 2012.

ROLL CALL VOTE

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

APPROVAL FOR PAYMENT OF ALL ACCOUNTS PAYABLES BILLS - OCTOBER 2012 Motion by Reiss, seconded by McCarthy, all accounts payables bills as presented in the amount of **\$828,628.31** be approved as follows:

General Fund Bills-A/P October 9, 2012	\$779,894.60
Cafeteria Bills – A/P October 9, 2012	<u>48,733.71</u>
TOTAL	\$828,628.31

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

APPROVAL TO RATIFY ALL MANUAL BILLS SEPTEMBER 2012 Motion by Reiss, seconded by McCarthy, all manual bills as presented in the amount of **\$1,128,746.99** be approved as follows:

General Fund Manual Checks – Sept. 2012	\$213,182.40
Payroll – General Fund – Sept. 2012	878,220.66
Payroll – Cafeteria – Sept. 2012	27,239.09
Activities Fund Bills – September 2012	<u>10,104.84</u>
TOTAL	\$1,128,746.99

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

APPROVAL OF MISCELLANEOUS ADDITIONAL AMOUNT INSURANCE RATES Motion by Hartranft, seconded by Deitrich, approving the following additional amount of insurance rates from PSBA Insurance Trust and Erie Insurance as listed:

2012-2013 SCHOOL YEAR This item was previous approved at the September 10, 2012 school board meeting for the amount of \$10,388 for 2012-2013.

	<u>2011-2012 Rates</u>	<u>2012-2013 Additional Amt.</u>	<u>2012-2013 New Amount</u>
School Directors	\$10,331	\$ 694 (+\$10,388)	\$11,082
Errors & Omissions			

ROLL CALL VOTE

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

**APPROVAL/
RENEWAL OF
SERVICE
CONTRACTS**

Motion by McCarthy, seconded by Deitrich, approving the following property and/or service contracts as presented:

1. Service Provider: Lancaster I.U. #13
Service: Symantec BrightMail Gateway
12-month subscription for 290 mailboxes
Location: Districtwide
Amount: \$3,030.50
Term: October 25, 2012 – October 24, 2013

2. Service Provider: Colonial Intermediate Unit 20
Service: Services to fulfill the district's responsibility for non-public school participation in the Title One Program
Location: Notre Dame, Bethlehem, PA
Amount: Not to exceed \$1,403.15
Plus \$42.09 for I.U. 20 administrative costs
Term: September 6, 2012 – June 30, 2013

3. Service Provider: Carbon-Lehigh Intermediate Unit #21
Service: Services to fulfill the district's responsibility for non-public school participation in the Title One Program
Location: St. Elizabeth School – Whitehall, PA
Our Lady Help of Christians
Amount: Not to exceed \$11,224.85
Term: 2012-2013 School Year (from first day to last day of instruction for non-public school students)

ROLL CALL VOTE

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

**PERSONNEL
MATTERS
2012-2013
SCHOOL YEAR**

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

A. Removal of Name(s) from Substitute Employee Lists

The following applicant(s) have been approved to be removed from the substitute employments lists as noted for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
John Nester	Day-to-Day Substitute Teacher	Did not return required Act 24 form
Joseph Nester	Day-to-Day Substitute Teacher	Did not use in 2011-2012 school year

PERSONNEL MATTERS 2012-2013 SCHOOL YEAR (continued)**B. Re-Approval Substitute Guest Teacher(s)**

The following substitute guest teacher(s) have been re-approved for the 2012-2013 school year as listed:

Yvette Campbell

Guest Substitute Teacher

C. Substitute Employees

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

Lisa Barr	Day-to-Day Substitute Teacher
Jennifer DeAngelis	Day-to-Day Substitute Teacher
Carlye Dunleavy	Day-to-Day Substitute Teacher
Andrew Gruver	Day-to-Day Substitute Teacher
Lindsay Jordan	Day-to-Day Substitute Teacher
David McMahon	Day-to-Day Substitute Teacher
Shawn Mercer	Day-to-Day Substitute Teacher
Zachary Moyer	Day-to-Day Substitute Teacher
Kaitlin Phillips	Day-to-Day Substitute Teacher
Colleen B. Ritter	Day-to-Day Substitute Teacher
Stephanie Yelles	Day-to-Day Substitute Teacher

D. Request for Sabbatical Leave of Absence

Approval is granted for sabbatical leave of absence for Employee #1038 for Professional Development during the second half of the 2012-2013 School Year, effective January 21, 2013 (first day of sabbatical).

E. Nomination for Appointment**1. Claire Murawski**

Status:	Non-Certified Instructional Aide One-on-One Special Education
Assignment:	Sheckler Elementary School
Rate of Pay:	\$102.50/full day
Benefits:	As per agreement
Effective:	October 10, 2012 - June 7, 2013

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>Position</u>	<u>Stipend</u>
Richard Milne	Music Drama Director	\$1,095
Richard Milne	Vocal Director	\$2,418
Richard Milne	Honor Band Coordinator	\$ 853
James Schaffer	Brown & White (Co-Advisor)	\$1,624
Charles Post	Brown & White (Co-Advisor)	\$1,624
Charles Post	National Honor Society Advisor	\$1,224

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

Charles Post	H.S. Scholastic Bowl Coach	\$1,467
Paula Semmel	Student Council Advisor	\$2,215
Molly LaVigne	Senior Class Advisor	\$1,383
Erin DeBoer	Sophomore Class Advisor	\$1,209
James Schaffer	Audio-Visual Coordinator (H.S.)	\$1,642
Barbara Resto	Yearbook Advisor	\$3,248
Scott Bateman	H.S. Technical Stage Manager	\$2,000
Glenn Reightler	Head Track Coach	\$5,399
Frank Schlofer	Assistant Track Coach	\$2,671
Patrick MacLaughlin	Assistant Track Coach	\$2,671
Steve Bradley	Head Baseball Coach	\$5,399
Eric Snyder	Assistant Baseball Coach	\$2,171
Dennis Kelly	Assistant Baseball Coach	Volunteer
Robert Thomas	Head Softball Coach	\$5,399
Victor Diaz	Assistant Softball Coach	\$2,671
Randy Sell	Assistant Softball Coach	\$2,671
Stephanie Remington	Assistant Girls' Basketball Coach	\$3,520

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

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

H. Salary Increment Increases

Increase the salary of the following professional(s) who have completed the salary credit step requirements as per Collective Bargaining Agreement. The Superintendent has reviewed all documents, and recommends approval of the salary increases.

Foley, Kevin

New	Step 10	Degree – B.S.	Credits + 24	\$61,022
Old	Step 10	Degree – B.S.	Credits + 21	\$60,046

Schuebel, Christine

New	Step 14	Degree – M	Credits + 60	\$82,100
Old	Step 14	Degree – M	Credits + 42	\$81,600

ROLL CALL VOTE

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

**APPROVAL OF
CONCURRENT/DUAL
ENROLLMENT
AGREEMENT WITH
LEHIGH CARBON
COMMUNITY
COLLEGE**

Motion by McCarthy, seconded by Reiss, approving the Concurrent/Dual Enrollment Agreement between the Catasauqua Area School District and Lehigh Carbon Community College.

Concurrent/Dual Enrollment Agreement inserted in Permanent Minute Book

ROLL CALL VOTE

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

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

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

8th Grade Technology Literacy

ROLL CALL

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

**APPROVAL OF
REVISED ADDITIONAL
BUS & VAN STOPS
2012-2013
SCHOOL YEAR
OCTOBER 2012**

Motion by McCarthy, seconded by Hartranft, approving the revised, additional bus/van stops for the 2012-2013 school year, effective October 2012. Indicated stops are subject to change due to additional student enrollments and/or 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, McCarthy aye, Naegel aye, and Reiss aye. Zero nay. Motion Carried.

AUDIENCE COMMENT Deborah Edelman stated she has concerns about bus stop at Front & Chapel Streets

**APPROVAL TO
ATTEND - CONF.,
SEMINARS, ETC.**

Motion by McCarthy, seconded by Cunningham, granting approval to the following to attend conferences, workshops, etc. as listed:

- | | |
|-----------------------------|---|
| 1. <u>Name of Employee:</u> | Brad Evans – 2 nd Grade Teacher |
| | Sheckler Elementary School |
| Dates Requested: | October 11, 12, 18, & 19, 2012 |
| Name of Conference: | Teacher Training on Science Modules – Soils & Changes |
| Location: | Penn State – Malvern Campus - Malvern, PA |
| Estimated Cost to District: | All expenses, including substitutes paid by ASSET |

APPROVAL TO ATTEND – CONF., SEMINARS, ETC. (continued)

2. Name of Employee(s): Christina Lutz-Doemling, Dir. Of Curriculum & Assessment
Kathleen Kotran, Coordinator of Instructional Technology,
Federal Programs, and Community Education
Dates Requested: November 18, 19, & 20, 2012
Conference Title: PA Association for Supervision & Curriculum Development
Sponsored by: PASCD
Location: Hershey Lodge – Hershey, PA
Estimated Mileage: \$89.91 (will carpool)
Lodging: \$299.70 (\$135 per night plus hotel tax/sharing room)
Registration: \$598 (\$299/person)
Meals: Included with registration
Substitute: No substitute costs
Estimated Cost to District: All costs paid by Title I Funds
3. Name of Employee(s): Brad Evans James Wilson
Erica Schlamp Jami Gallo
Michele Hillanbrand Shannon Wanko
Valerie Roberts Wendy Laubenstein
Christine Snyder Kelly Strauch
Karen Dunn Ronald Hassler
Tara Flamisch Marcia Rich
Jeff Jacksits
Special Education Teachers and
1st, 2nd, 3rd, 4th, & 5th Grade Teachers
Dates Requested: November 8, 2012
Conference Title: I3 Content Enrichment Training
Location: Penn State Campus – Malvern, PA
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant
4. Name of Employee(s): Deborah Elek Joanne Santoroski
David Burkner Joseph Alley
Claudette Burkner
Fourth Grade Teachers
Dates Requested: November 9, 2012
Conference Title: I3 Content Enrichment Training
Location: Elizabethtown College – Elizabethtown, PA
Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
Will be paid by the i3 Grant

APPROVAL TO ATTEND – CONF., SEMINARS, ETC. (continued)

5. Name of Employee(s): Michele Bolza Lynn Hurd Melissa Brown
 Jane Bear David Linton
 Kindergarten and 6th Grade Teachers
 Dates Requested: November 9, 2012
 Conference Title: I3 Content Enrichment Training
 Location: Penn State Campus – Malvern, PA
 Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
 Will be paid by the i3 Grant
6. Name of Employee(s): Michael Conner Susan Conner
 2nd Grade Teachers
 Dates Requested: November 15, 2012
 Conference Title: I3 Content Enrichment Training
 Location: Penn State Campus – Malvern, PA
 Estimated Cost to District: All expenses (substitutes, mileage, meals & lodging)
 Will be paid by the i3 Grant
7. Name of Employee(s): Daniel Muthersbaugh, Food Service Director
 Dates Requested: November 1 & 2, 2012
 Conference Title: Food Service Directors Conference, Commodity Show
 & Food Service Exhibits
 Sponsored By: PASBO
 Location: Radisson Hotel Harrisburg
 Camp Hill, PA
 Estimated Mileage: \$94.35
 Meals: \$60.00
 Lodging: \$130.00
 Registration: \$125.00
 Estimated Cost to District: \$409.35 (w/o mileage = \$315.00)

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

**ACCEPTANCE OF
 PENNSYLVANIA
 DEPARTMENT OF
 EDUCATION
 AUDIT REPORT
 COMMENDATION**

Motion by McCarthy, seconded by Hartranft, accepting the notification from the Pennsylvania Department of Education for the Audit Report ending June 30, 2010 and 2009 recently issued by the Department of the Auditor General, noting that the report did not contain any findings or observations for these years in accordance with procedures established in Management Directive #325.10.

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

- INFORMATION ITEMS**
1. Eric Dauberman
 - A. October 11, 2012 – Picture Day
 - B. October 12, 2012 – Fire Prevention
 - C. October 22, 2012 – Pumpkin Decorating Week
 - D. October 26, 2012 - Sheckler Elementary School Halloween Parade
 2. Melissa Inselmann
 - A. October 12, 2012 – Parent Teacher Forum Family Movie Night/Food Drive
 - B. October 16, 2012 – Parent Teacher Forum meeting – 7:00 p.m.
 - C. October 31, 2012 – Crazy Day/5th Grade Fall Festival
 3. Wayne Karess
 - A. New MacBook – High School Library
 4. Kathleen Kotran
 - A. We are updating our WebPage
 5. David Ascani
 - A. October 8, 2012 – Senior Soccer Night
 - B. Band placed 1st in last two competitions
 - C. Football team undefeated
 - D. PSSA re-test – seniors
 - E. Keystone Exams
 6. Christina Lutz-Doemling
 - A. I.U. – free technology assessments

**RECOGNITION OF
GUESTS & VISITORS**

1. Kim Jarrah
 - A. Concerns about grade scale in 5th Grade
2. Mary Mato
 - A. Concerns about her 5th grader walking home next school year from Catasauqua Middle School

NEXT SCHOOL BOARD MEETING DATES

- | | | |
|--------------------------------|-----------|--|
| A. Wednesday, November 7, 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 |
| B. Thursday, November 8, 2012 | 5:45 P.M. | Dinner at LCTI Restaurant |
| | 7:00 P.M. | Board Workshop Meeting
(Board Workshop Meeting to be held at Lehigh
Career & Technical Institute, 4500 Education
Park, Schnecksville, PA 18078) |
| C. Monday, November 12, 2012 | 7:00 P.M. | Regular Monthly School Board Meeting |

All of the above meetings will be held in the District Administration Office Board Room, unless otherwise noted.

ADJOURNMENT Motion by Deitrich, seconded by McCarthy, to adjourn meeting.
Meeting adjourned at 8:40 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary