

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
MONDAY, NOVEMBER 12, 2012

5189

PURPOSE The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, November 12, 2012 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:00 P.M.

Pledge of Allegiance to the Flag was given

ROLL CALL

Members present: Carol Cunningham, Duane Deitrich, Penny Hahn, Carol McCarthy (arrived 7:05 p.m.), Christine Naegel, and Sally J. Reiss

Members absent: Dawn Berrigan, Mary Alice Hartranft, and Donald Panto

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
Eric Dauberman, Elementary School Principal
Melissa Inselmann, Middle School Principal
David Ascani, High School Principal
Lois Reed, Business Supervisor
William Gasper, Facilities Manager
Wayne Karess, District Network Manager
Thomas R. Moll, II, Director of Student Activities (arrived 7:20 p.m.)
David Knerr, Solicitor
Selena Contreras, Student Representative

Visitors: List of names inserted in Permanent Minute Book

At this time – 7:05 p.m., board member Carol McCarthy arrived at meeting

**PRESENTATIONS/
AUDIENCE INPUT
ON AGENDA**

A. Sheckler Elementary School Students of the Month – October 2012
Eric Dauberman

<u>Grade 1</u>	<u>Grade 2</u>	<u>Grade 3</u>	<u>Grade 4</u>
Hunter Reitz	Ryan Casey	Michael Andrews	Breonna Brinkley
Alex Sasdi	Roxie Grill	Kylee Leibenguth	Evan Webber

B. Catasauqua Middle School Students of the Month-October 2012
Melissa Inselmann

<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>
Lavonte Bouie	Sebastian Gibbs	Shane Dolon	Rodney Berger

- COMMITTEE REPORTS
- A. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
 - 1. September – Campus of the Year – recognized Amy Sullivan
 - 2. Website for I.U. is www.paiu.org
 - 3. Salisbury – new Superintendent
 - 4. Working on I.U. budget
 - B. Lehigh Career & Technical Institute – Carol McCarthy
 - 1. Voting on teacher contract
 - 2. Working on LCTI budget
 - C. Borough of Catasauqua
No report
 - D. Borough of North Catasauqua – Duane Deitrich
 - 1. Working on curbside recycling in the new garbage contact
 - E. Hanover Township – Lehigh County – Sally J. Reiss
 - 1. Dedication of new building by invitation only
 - 2. Traffic study – Cascade Drive
 - 3. Hanover resident sits on Catasauqua Library Board
 - F. PSBA Liaison Update
No report
 - G. Lehigh Valley International Airport – Sally J. Reiss
 - 1. September 28, 2012 – held an open house for new renovations
 - 2. Trying to get more airlines into LVIA
 - H. Student Representative – Selena Contreras
 - 1. Homecoming Game
 - 2. SADD – Healthy Expo
 - 3. Football team doing great
 - 4. Powder Puff game Sunday, November 18, 2012
 - 5. Winter sports starting soon
 - 6. November 23 – 25, 2012 – “Good Man Charlie Brown”
 - 7. Bonfire

At 7:20 p.m., Thomas R. Moll, II arrived at meeting, during committee reports.

MINUTES APPROVED Motion by Deitrich, seconded by McCarthy, the minutes of the workshop meeting
WORKSHOP MEETING held on October 2, 2012 be approved as presented.
OCTOBER 2, 2012 Motion carried.

MINUTES APPROVED Motion by Deitrich, seconded by McCarthy, the minutes of the regular meeting
REGULAR MEETING held on October 9, 2012 be approved as presented.
OCTOBER 9, 2012 Motion carried.

TREASURER'S REPORT Motion by Cunningham, seconded by McCarthy, report of the Treasurer for
OCTOBER 2012 October 2012 be approved. Motion carried.

APPROVAL OF Motion by McCarthy, seconded by Reiss, approving the request for budget transfers
BUDGET for the month of October 2012.
TRANSFERS

OCTOBER 2012 **ROLL CALL VOTE**

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

APPROVAL FOR Motion by McCarthy, seconded by Deitrich, all accounts payables bills as presented
PAYMENT OF ALL in the amount of **\$845,963.14** be approved as follows:
ACCOUNTS PAYABLES

BILLS - NOVEMBER 2012	General Fund Bills-A/P Nov. 12, 2012	\$797,746.49
	Cafeteria Bills – A/P November 12, 2012	<u>48,216.65</u>
	TOTAL	\$845,963.14

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

APPROVAL TO Motion by McCarthy, seconded by Deitrich, all manual bills as presented in the
RATIFY ALL MANUAL amount of **\$1,178,578.43** be approved as follows:
BILLS

OCTOBER 2012	General Fund Manual Checks – Oct. 2012	\$ 258,403.47
	Payroll – General Fund – Oct. 2012	884,816.56
	Payroll – Cafeteria – Oct. 2012	28,183.68
	Activities Fund Bills – October 2012	<u>7,174.72</u>
	TOTAL	\$1,178,578.43

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

APPROVAL OF Motion by Reiss, seconded by McCarthy, approving the renewal of Adoption
RENEWAL OF Agreement of 403(b) Plan Document for Public Education Organizations as modified
ADOPTION by Adoption Agreement and agrees to the provisions to be incorporated as part of
AGREEMENT 403(b) the Plan Document.
PLAN DOCUMENT

ROLL CALL VOTE

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

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

SCHOOL YEAR

A. Intent to Retire

1. Luther H. Smith, Jr.

Status:	Bus Driver
Assignment:	Districtwide Transportation Department
Years of Service:	18 years
Effective:	January 18, 2013 (last day worked)

PERSONNEL MATTERS 2012-2013 SCHOOL YEAR (continued)**B. Letter of Resignation**1. Gloria Farenkopf

Status:	Bus Driver
Assignment:	Districtwide Transportation Department
Reason:	Personal
Effective:	October 17, 2012

C. Leave of Absence Without Pay

Approval granted for leave of absence without pay, after utilizing available sick and personal days, for Employee #995, starting November 8, 2012 to December 7, 2012 (return to work on December 10, 2012).

D. 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>
Suzanne Buffington	Assistant Softball Coach	Volunteer
Joseph Russo*	Assistant Wrestling Coach	Volunteer
Harold Dudeck	Assistant Baseball Coach	Volunteer

*Pending receipt of required employment forms.

E. Substitute Employees

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

Megan Becker	Day-to-Day Substitute Teacher
Joseph J. Bigley	Day-to-Day Substitute Teacher
Robert Bogwist	Day-to-Day Substitute Teacher
Erin Charnick	Day-to-Day Substitute Teacher
Jill Creveling	Day-to-Day Substitute Teacher
Allison Flynn	Day-to-Day Substitute Teacher
Travis Hontz	Day-to-Day Substitute Teacher
Sariann Knerr	Day-to-Day Substitute Teacher
Amanda Ressler	Day-to-Day Substitute Teacher
Ryan Sharkazy	Day-to-Day Substitute Teacher
Erik Tracy	Day-to-Day Substitute Teacher
Benjamin Watson	Day-to-Day Substitute Teacher
Michele Bean	Substitute Cafeteria Worker and
	Substitute Non-Certified Instructional Aide
Luther H. Smith, Jr.	Substitute Bus/Van Driver (effective January 21, 2013)

PERSONNEL MATTERS 2012-2013 SCHOOL YEAR (continued)**F. Approval of Student Teachers/Interns**

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

Catasauqua High School

<u>Name & College</u>	<u>Area of Certification</u>	<u>Effective</u>
Joseph Perrino – Moravian College	Social Studies – Alexis Sziy	Oct. 29 – Dec. 14, 2012
Amy Dando – Kutztown Univ.	Science (Chem.) – Paula Semmel	Jan. 29 – Mar. 15, 2013
Shane Killeen – Kutztown Univ.	Science (Bio.) – Robert Bydlon	Jan. 29 – Mar. 15, 2013
Elizabeth Emmett – Kutztown Univ.	Art – Barbara Resto	Jan. 29 – Mar. 15, 2013
Teresa Florenz - Kutztown Univ.	Social Studies – Kevin Foley	Mar. 25 – May 16, 2013
Matthew Bohning – Kutztown Univ.	Math – Molly Lavigne	Mar. 25 – May 16, 2013
Alyssa Fahringer – Kutztown Univ.	Math – Jean Susko	Mar. 25 – May 16, 2013

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

**APPROVAL OF
SPECIAL EDUCATION
AGREEMENT WITH
SALISBURY
TOWNSHIP
SCHOOL DISTRICT**

Motion by McCarthy, seconded by Deitrich, granting approval to enter into an Agreement with Salisbury Township School District (“Sending District”) to provide certain programs and services for a special education student of the Sending District.

ROLL CALL VOTE

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

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

Motion by Reiss, seconded by Cunningham, granting approval to the following to attend conferences, seminars, etc:

1. Name of Employee(s): David Ascani, Catasauqua High School Principal
Eric Dauberman, Sheckler Elementary School Principal
Kathleen Kotran, Coordinator of Instructional Technology
Federal Programs, & Community Education
Christina Lutz-Doemling, Director of Curriculum
& Assessment

Dates Requested: December 2, 3, 4, & 5, 2012
Conference Title: 2012 SAS Institute: Leadership in Times of Reform
Location: Hershey Lodge & Convention Center
Hershey, PA
Estimated Cost to District: \$89.91 – mileage (will carpool)
\$60.00 per person – meals
\$200.00 per person – registration (includes lodging)
Total = \$349.91 per person
All district costs will be paid with grant funds as noted:
Title I (Kotran & Dauberman)
Title 2A (Lutz-Doemling & Ascani)

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

**APPROVAL OF LAND
SWAP AGREEMENT
WITH BOROUGH OF
CATASAUQUA**

Motion by Cunningham, seconded by McCarthy, to accept the land swap agreement between the Borough of Catasauqua and the Catasauqua Area School District as presented in form to meeting.

Copy of Agreement inserted in Permanent Minute Book

ROLL CALL VOTE

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

**LETTERS OF
COMMENDATION**

1. Christine Naegel
 - A. To James D'Annibale, Marching Unit Director – Inspires children to excellence while teaching hard work and perseverance. His diligence and caring and always challenging them to go one step further has created an amazing marching band and marching band experience. Small but mighty!

INFORMATION ITEMS

1. Thomas R. Moll, II
 - A. Winter sports starting
 - B. District Championship Football game – Sat., November 17, 2012 – 7:00 p.m.
 - C. Sportsmanship Award – Football
 - D. Thanksgiving festivities starting
 - E. Cheerleading Championships at Catasauqua High School
2. Eric Dauberman
 - A. Thanksgiving Day Dinner, Thursday, November 15, 2012
 - B. Parent/Teacher Conferences scheduled for November 16, 19, 20 & 21, 2012
3. Melissa Inselmann
 - A. Catasauqua Middle School Spirit Days
 - B. Crazy Sock Day
 - C. Catty Pride Day
 - D. Parent/Teacher Conferences
4. Carol McCarthy
 - A. Lehigh Career & Technical Institute – workshop/dinner meeting – great food!
5. Sally J. Reiss
 - A. Big Brothers article
6. David Ascani
 - A. Keystone Exams – getting ready

**NEXT SCHOOL BOARD
MEETING DATES**

NO BOARD WORKSHOP OR COMMITTEE MEETINGS SCHEDULED IN DECEMBER

A. Thursday, December 6, 2012 7:00 P.M. Reorganization and Regular Monthly
School Board Meeting

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

ADJOURNMENT Motion by Cunningham, seconded by Deitrich, to adjourn meeting.
Meeting adjourned at 8:15 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary