

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
MONTHLY SCHOOL BOARD MEETING
THURSDAY, DECEMBER 6, 2012

5199

PURPOSE The regular meeting of the Board of Directors of the Catasauqua Area School District was held on Thursday, December 6, 2012 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:14 P.M.

ROLL CALL Members present: Dawn Berrigan, Carol Cunningham, Duane Deitrich, Penny Hahn, Mary Alice Hartranft, Carol McCarthy, Christine Naegel, Donald Panto, and Sally J. Reiss

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
David Ascani, High School Principal
Melissa Inselmann, Middle School Principal
Ronald DeMaio, Assistant to the Elementary
Principal Literacy Coordinator
Bryan Klass, Assistant Middle School Principal
Lois Reed, Business Supervisor
Wayne Karess, District Network Manager
Thomas R. Moll, II, Director of Student Activities
(arrived at 7:32 p.m.)
David Knerr, Solicitor
Selena Contreras, Student Representative
Zachary Labezius, Student Representative

Visitors: See list inserted in Permanent Minute Book

NOTICE OF EXECUTIVE SESSIONS No Executive Sessions were held.

PRESENTATIONS/ AUDIENCE INPUT ON AGENDA ITEMS A. Sheckler Elementary School Students of the Month-November 2012
Eric Dauberman

<u>Grade 1</u>	<u>Grade 2</u>	<u>Grade 3</u>	<u>Grade 4</u>
Jordan Soltis	Jade Gomez	Julianna Grate	Derek Troxell
Logan Younes	Trevor Regits	Larry Snyder	Bridgette Walsh

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

<u>Grade 5</u>	<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>
Jacob Smith	Charlotte Snyder	Bree Sheldon	Morgan Martin

COMMITTEE REPORTS A. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
Did not attend meeting – will report next month

COMMITTEE REPORTS (continued)

B. Lehigh Career & Technical Institute – Carol McCarthy

Did not attend meeting – will report next month

C. Borough of Catasauqua

1. Council agreed to land swap deal
2. Will decide to purchase F.L. Smidth property at January 17, 2012 meeting
Expect a lot of residents to attend this meeting
3. PennDOT will be changing the light at 14th & Race – No Turn on Red 24/7

At this time, 7:32 P.M., Thomas R. Moll, Director of Student Activities, arrived at meeting.

D. Borough of North Catasauqua – Duane Deitrich

1. 2013 budget approved with no tax increase

E. Hanover Township – Lehigh County – Sally J. Reiss

No report

F. PSBA Liaison Update – Dawn Berrigan

1. Cost of unfunded mandates – check PSBA e-mails

G. Lehigh Valley International Airport – Sally J. Reiss-meeting held Nov. 27, 2012

1. Need to gain more revenue from Queen City & Braden Airports – not getting maximum – possible meeting regarding this – December 13, 2012 – 6:00 P.M.
2. \$16,000,000 debt
3. December 22, 2012 – flight to North Pole by Allegiant Air – sponsored by Dream Come True for special needs and/or terminally ill children
4. Frontier Airlines will be leaving LVIA as of April – lost \$132,000 in revenue
5. Possible revenue from buying homes from developer Lenape Circle, Race Street or Willowbrook Road
6. Thanked new directors of LVIA for being conscientious and doing a good job

H. Student Representatives – Selena Contreras and Zachary Labezius

1. Senior Graduation Projects finished
2. Winter sports season off to a good start
3. Monday, Tuesday, Wednesday, & Thursday activities/clubs meet after school
4. Congratulations to Zachary Labezius for a great football season

**MINUTES APPROVED
REGULAR MEETING
NOVEMBER 12, 2012**

Motion by Cunningham, seconded by McCarthy, the minutes of the regular meeting held on November 12, 2012 be approved as presented. Berrigan and Hartranft abstained from voting due to not being present. Motion carried.

**TREASURER'S REPORT
NOVEMBER 2012**

Motion by Hartranft, seconded by Berrigan, the report of the Treasurer for November 2012 be approved as presented. Motion carried.

**APPROVAL OF
BUDGET
TRANSFERS**

Motion by Deitrich, seconded by Reiss, approving the request for budget transfers for the month of November 2012.

NOVEMBER 2012

ROLL CALL VOTE

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

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

Motion by Cunningham, seconded by McCarthy, all accounts payables bills as presented in the amount of **\$966,526.93** be approved as follows:

General Fund Bills-A/P Dec. 6, 2012	\$941,950.82
Cafeteria Bills – A/P December 6, 2012	<u>24,576.11</u>
TOTAL	\$966,526.93

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

**CHECK APPROVED
FOR ALBARELL
ELECTRIC**

Motion by Hartranft, seconded by Cunningham, to approve general fund check #1586 in the amount of \$1,059.12 issued to Albarell Electric.

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Hahn abstained from voting due to Albarell Electric being her husband's employer. Zero nay. Motion carried.

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

Motion by Hartranft, seconded by Berrigan, all manual bills as presented in the amount of **\$1,192,488.14** be approved as follows:

General Fund Manual Checks – Nov. 2012	\$ 197,593.25
Payroll – General Fund – Nov. 2012	958,800.12
Payroll – Cafeteria – Nov. 2012	27,048.45
Activities Fund Bills – November 2012	<u>9,046.32</u>
TOTAL	\$1,192,488.14

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

**APPROVAL TO RUN
MANUAL CHECKS
PRIOR TO
JANUARY 14, 2013
BOARD MEETING**

Motion by Hartranft, seconded by Berrigan, approving to run manual checks prior to the January 14, 2013 board meeting.

ROLL CALL VOTE

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

**APPROVAL OF
RESOLUTION TO
REFINANCE THE
2007 BOND**

MOTION BY CUNNINGHAM, SECONDED BY HARTRANFT, TO ADOPT A RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS IN THE AMOUNT OF SEVEN MILLION, FIVE HUNDRED TWENTY-FIVE DOLLARS (\$7,525,000); PROVIDING FOR THE DATE, INTEREST RATES, MATURITY DATES AND PLACE OF PAYMENT WITH RESPECT TO THE BONDS; ACCEPTING THE PROPOSAL OF RBC CAPITAL MARKETS, LLC FOR THE PURCHASE OF THE BONDS; AUTHORIZING THE PROPER OFFICERS TO EXECUTE AND DELIVER THE BONDS; AUTHORIZING AND DIRECTING THE PREPARATION, CERTIFICATION AND FILING OF THE PROCEEDINGS WITH THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT; AND SETTING FORTH A FORM OF BOND.

ROLL CALL VOTE

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

**APPROVAL OF BOND
FOR SCHOOL BOARD
TREASURER AND
SCHOOL BOARD
SECRETARY**

Motion by Cunningham, seconded by Hartranft, approving the request for the following school board officer bonds from Erie Insurance as listed:

	<u>Amount of Bond</u>	<u>Estimated Cost</u>
School Board Secretary	\$10,000	\$100.00
School Board Treasurer	\$10,000	\$100.00

ROLL CALL VOTE

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

**PERMISSION TO
PARTICIPATE IN
BID SUPPLY
PROGRAM**

Motion by Cunningham, seconded by Hartranft, granting permission to participate in the Pennsylvania Education Joint Purchasing Council (I.U. #16) and Lehigh Career & Technical Institute bid supply program for the 2013-2014 school year.

ROLL CALL VOTE

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

**APPROVAL TO
APPOINT DELINQUENT
REAL ESTATE TAX
COLLECTOR**

Motion by McCarthy, seconded by Deitrich, approving the attached Addendum to Agreement for Collection of Delinquent Real Estate Taxes on Behalf of the Catasauqua Area School District, which renews the contract with Portnoff Law Associates, Ltd. for the collection of delinquent real estate taxes through December 31, 2013 and includes the collection of unpaid real estate taxes for the year 2012.

ROLL CALL VOTE

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

**PERSONNEL
MATTERS -
2012-2013
SCHOOL YEAR**

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

A. Substitute Employees

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

Michele Vadelund	Day-to-Day Substitute Teacher
Frederick E. Knauss	School Bus/Van Driver

B. 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>
1. Tim Moncman	Assistant Baseball Coach	\$2,171
2. Charles Yost	Assistant Baseball Coach	Volunteer

PERSONNEL MATTERS - 2012-2013 SCHOOL YEAR (continued)**C. Letter of Resignation**1. Gerald D. Case, III

Status: Assistant Boys' Basketball Coach
 Assignment: Athletics – Districtwide
 Reason: Moved out of state
 Effective: November 16, 2012

2. Adam Smith

Status: Assistant Boys' Basketball Coach
 Assignment: Athletics – Districtwide
 Reason: Personal
 Effective: November 16, 2012

D. Approval of Student Teachers/Interns

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

Sheckler Elementary School

<u>Name & College</u>	<u>Area of Certification</u>	<u>Effective</u>
Jillian Emert – Lehigh Univ.	Life Skills – Kris Kostura	March 4 – April 19, 2013
Jonathan Rauch – Kutztown Univ.	1 st Grade – Shannon Wanko	Jan. 29 – March 15, 2013
Patience Piesecki – Kutztown Univ.	3 rd Grade – Erica Schlamp	Jan. 29 – March 15, 2013
Kyle Creyer – Kutztown Univ.	2 nd Grade – Susan Conner	Mar. 25 – May 16, 2013
Joshua Dietz – Kutztown Univ.	2 nd Grade – Michael Conner	Mar. 25 – May 16, 2013
Allison Duffy – Kutztown Univ.	3 rd Grade – Wendy Laubenstein	Mar. 25 – May 16, 2013

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

**APPROVAL TO
 ESTABLISH SICK
 BANK FOR
 EMPLOYEE #1493**

Motion by Hartranft, seconded by Cunningham, granting approval to establish a sick bank for Employee #1493 upon exhaustion of accrued days, effective immediately as a contingency if needed, without precedence.

ROLL CALL VOTE

Roll Call – Berrigan aye, Cunningham aye, Deitrich aye, Hahn aye, Hartranft aye, McCarthy 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 McCarthy, approving the following planned course of study for the 2012-2013 school year as listed:

The Russian World

11th & 12th Grades

ROLL CALL

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

**APPROVAL OF
ACTIVITY ACCOUNT
2012-2013
SCHOOL YEAR**

Motion by Hartranft, seconded by Berrigan, approving the following activity account that has been opened during the 2012-2013 school year:

2013 Yearbook Account

ROLL CALL VOTE

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

**REPRESENTATIVE
TO LEHIGH CAREER
& TECHNICAL
INSTITUTE BOARD
OF DIRECTORS**

Motion by Cunningham, seconded by Hartranft, to nominate and name Dawn Berrigan as the district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2012 to December 1, 2013.

Voting for Dawn Berrigan: Berrigan, Cunningham, Deitrich, Hahn, Hartranft, McCarthy, Naegel, Panto and Reiss

Dawn Berrigan was named the district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2012 to December 1, 2013.

**ALTERNATE
REPRESENTATIVE
TO LEHIGH CAREER
& TECHNICAL
INSTITUTE BOARD
OF DIRECTORS**

Motion by McCarthy, seconded by Hartranft, to nominate and name Christine Naegel as the alternate district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2012 to December 1, 2013.

Voting for Christine Naegel: Berrigan, Cunningham, Deitrich, Hahn, Hartranft, McCarthy, Naegel, Panto and Reiss

Christine Naegel was named the alternate district representative to the Lehigh Career & Technical Institute Board of Directors to serve from December 1, 2012 to December 1, 2013.

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

Motion by Deitrich, seconded by Cunningham, approving the additional revised bus/van stops for the 2012-2013 school year, effective December 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 Operations 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, Panto aye, and Reiss aye. Zero nay. Motion carried.

OLD BUSINESS

1. Penny Hahn – Medical Charter School issues – doing what they should
Mr. Spengler will report at first Tuesday January meeting

NEW BUSINESS

1. Penny Hahn – NCLB – Bethlehem Area School District resolution –
Mr. Spengler will create one and circulate to board with Friday update
2. Sally J. Reiss – sequestration – loss of Title I funds – possibly \$70,000 for CASD

INFORMATION ITEMS

1. Melissa Inselmann
 - A. December 13, 2012 – Band Concert – 7:00 p.m. middle school auditorium
 - B. December 19, 2012 – Choral Concert – 7:00 p.m. middle school auditorium
 - C. December 20, 2012 – school student assembly for band and choral concerts
2. Ronald DeMaio
 - A. Giving Tree – 40 students
 - B. Holiday Shopping for students starting again
 - C. December 18, 2012 – Band Concert – 7:00 p.m. elementary school gym
 - D. December 19, 2012 – school student assembly for band concert
 - E. December 20, 2012 – Christmas parties and Santa Claus
3. Duane Deitrich
 - A. PMEA District 10 Concert Band auditions on December 1, 2012
Two students, Evan Deitrich and Emily Naegel scored high but did not make cut to qualify
4. Carol McCarthy
 - A. Happy Holidays
5. Donald Panto
 - A. Great fall football season
 - B. Looking forward to winter sports
 - C. Recent high school play was successful
6. Sally J. Reiss
 - A. PSBA web and audio conference, December 18, 2012
 - B. PSBA Board President conference
 - C. PSBA at Lehigh Career & Technical Institute February 7, 2013
 - D. Pure Green
7. Christina Lutz-Doemling
 - A. Attended SAS State Level conference along with Kathleen Kotran, Eric Dauberman and Dave Ascani – 900 administrators and educators in attendance
This was a very good conference.
 - B. To be released in April, School Performance Profiles – which are basically District report cards – will be a rating with classification scale of 0 to 100.
Will hear more in February and be able to share information then.

INFORMATION ITEMS (continued)

8. David Ascani
 - A. On-line Keystone Exams for Biology went very well - thanks to Transportation Department, Kathy Kotran, Wayne Karess, Mrs. Sziy and Mrs. Reichelderfer for the technology set-up – one student absent out of 119
 - B. Drama Club performed **You're a Good Man Charlie Brown** over Thanksgiving – did a great job
 - C. High School Choral and Band Concert – December 12, 2012 – 7:00 p.m.
 - D. School student assembly for concert will be December 18, 2012
 - E. Awards – December 21, 2012 – mid-marking period
 - F. Football team had 12 wins – more wins than any other team in history
9. Dawn Berrigan, Mary Alice Hartranft, Carol Cunningham and David Knerr
 - A. Wished everybody Happy Holidays!

At this time – 8:54 p.m. – board member Sally J. Reiss left meeting and returned at 8:59 p.m.

10. Thomas R. Moll, II
 - A. The **CHS Athletic Department** is pleased to announce the Rough Riders were well represented on the 2012-2013 Colonial League Football All-League team.

FIRST TEAM

Rhaine Sziy- Center
Jared Nosal- Offensive Tackle
Paryss Marshall- Wide Receiver
Alex Parker- Wide Receiver
Zack Bradley- Quarterback
Ra'Von Burton- Running Back
Joseph Harakal- Kicker
Zach Labezius- Defensive Line
Eric Matz- Outside Linebacker
Alex Parker- Defensive Back

SECOND TEAM

Zach Labezius- Offensive Guard
Zach Stopay- Tight End
Zach Stopay- Inside Linebacker
Paryss Marshall- Defensive Back

HONORABLE MENTION

Brandon Purrone- Offensive Guard
Donald Hunter- Defensive End
Jared Nosal- Inside Linebacker
Eric Matz- Punter

Please join the **CHS Athletic Department** in congratulating these student-athletes on their tremendous accomplishments during this record-breaking season.

- B. Football team was awarded the Sportsmanship Award
- C. Coach Tom Falzone – named Colonial League Coach of the Year
- D. Athletic revenues were exceeded thanks to football games

11. Kathleen Kotran
 - A. Keystone Exams had superb organization thanks to Dave Ascani and David Domchek – job well done
12. Wayne Karess
 - A. Keystone Exams had superb organization thanks to Dave Ascani and David Domchek – job well done

INFORMATION ITEMS (continued)

13. Penny Hahn

- A. Note the new meeting schedule is set as planned
- B. Powder Puff game – good job Selena Contreras
- C. Pep Rally went well
- D. Happy Holidays to all!

14. Robert J. Spengler

- A. It has been an exciting three months and I feel blessed and glad to be here.
- B. Happy Holidays to all!

RECOGNITION OF
GUESTS & VISITORS

- 1. Doug Graves – wished everyone a Merry Christmas!

NEXT SCHOOL BOARD MEETING DATES

- | | | |
|-----------------------------|-----------|---|
| A. Tuesday, January 8, 2013 | 7:00 P.M. | Board Meeting
(exception to first Tuesday of the month) |
| B. Monday, January 14, 2013 | 7:00 P.M. | Board Meeting (exception to Monday
following first Tuesday of the month) |

The above meetings are exceptions to new meeting date schedule because first Tuesday of the month is a holiday.

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

ADJOURNMENT

Motion by McCarthy, seconded by Reiss, to adjourn meeting.
Meeting adjourned at 9:02 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary