

**MINUTES**  
**CATASAUQUA AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING**  
**TUESDAY, FEBRUARY 5, 2013**

5221

**PURPOSE** The meeting of the Board of Directors of the Catasauqua Area School District was held on Tuesday, February 5, 2013 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: Dawn Berrigan, Carol Cunningham, Duane Deitrich, Penny Hahn, Mary Alice Hartranft (arrived 7:04 p.m.), Carol McCarthy, Christine Naegel (left 9:10 p.m.), Donald Panto (arrived 7:03 p.m.), and Sally J. Reiss (arrived 7:11 p.m.)

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  
William Gasper, Facilities Manager  
Wayne Karess, District Network Manager  
Lois Reed, Business Supervisor  
David Knerr, Solicitor

Visitors: See list inserted in Permanent Minute Book

**At this time – 7:03 P.M., board member Donald Panto arrived at meeting.**

**At this time – 7:04 P.M., board member Mary Alice Hartranft arrived at meeting.**

**PRESENTATIONS/** A. Eric Dauberman - presented Sheckler Elementary School Students of the  
**AUDIENCE INPUT** Month for January 2013 with an award  
**ON AGENDA**

**Grade 1**

Kaylee Monahan  
Kelsea Warren

**Grade 2**

Elizabeth Cordon  
Rayanna Johnson

**Grade 3**

Dominic Melendez  
Hope Rutman

**Grade 4**

Ty Reitz  
Ciani Vassa

**At this time – 7:11 P.M., board member Sally J. Reiss arrived at meeting.**

**ADMINISTRATION/  
BOARD DISCUSSION****A. Academics & Education****1. Presentation Medical Academy Charter School**

- a. Attorney Jennifer McLaughlin, confirming this is a meeting not a hearing.
- b. Craig Haytmanek – President – Board of Trustees
- c. Joanna Hughes – CEO & Principal
- d. Mr. Phil Arnold – Chief Operating Officer

The above individuals spoke in response to the letter sent to MACS. They will be at the February 11, 2013 board meeting.

**2. Christina Lutz-Doemling spoke on the revised schedule for Implementation of PA Common Core Aligned PSSA**

- a. 2014-2015 Common Core PSSA
- b. New Teacher Evaluation

**B. Policy****1. David Knerr – Policy #233**

- a. First reading March 2013
- b. Adopt at second reading in April 2013

**C. Finance****1. Local Audit - Robert J. Spengler reviewed with board members****2. Board Input & Goal Setting**

- a. Board approved not to exceed the index at the January 2013 meeting
- b. Mr. Spengler suggested to the board that budgeting is on hold right now until we get figures from Harrisburg and PSERS
- c. Goal Setting at March meeting

**MINUTES APPROVED  
SCHOOL BOARD  
MEETING  
JANUARY 8, 2013**

Motion by Cunningham, seconded by Deitrich, the minutes of the school board meeting held on January 8, 2013 be approved as presented. McCarthy and Naegel abstained from voting due to not being present at this meeting. Motion carried.

**MINUTES APPROVED  
SCHOOL BOARD  
MEETING  
JANUARY 14, 2013**

Motion by Cunningham, seconded by Deitrich, the minutes of the school board meeting held on January 14, 2013 be approved as presented. McCarthy and Naegel abstained from voting due to not being present at this meeting. Motion carried.

**ACCEPT INDEPENDENT  
AUDITOR'S REPORT  
2011-2012 GENERAL  
FUND BUDGET**

Motion by Reiss, seconded by Hartranft, to accept the independent auditor's report of the 2011-2012 general fund budget of the Catasauqua Area School District as prepared by France, Anderson, Basile & Company, P.C.

**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.

**At this time - 9:10 P.M., board member Christine Naegel left meeting.**

**AUTHORIZATION TO PURCHASE VAN (TRANSPORTATION)** Motion by Cunningham, seconded by McCarthy, to purchase a 2013 Chevrolet Express van (transportation) via CoStars State Contract in the amount of \$25,609.83, and to send year 2006 Van #3 to Lehigh Career & Technical Institute to be repaired at no cost, only charge will be for parts needed.

### **ROLL CALL VOTE**

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

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

#### **A. 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. Laura Gregson	Sheckler Book Fair Co-Coordinator	\$ 61
2. Michael Palos*	Assistant Baseball Coach	\$1,585.50
3. Charles Post	Assistant Track Coach	\$2,671
4. David Burkner	Assistant Track Coach	Volunteer
5. Josh Yoo	Assistant Co-Ed Soccer Coach	Volunteer
6. Michael Baclawski	Middle School Co-Ed Soccer Coach	Volunteer
7. Lisa Packard	Middle School Student Forum Co-Advisor	\$369.50
8. Jill Wismer	Middle School Student Forum Co-Advisor	\$369.50

\*Pending receipt of required employment forms

#### **B. Leave of Absence Without Pay**

Approval is granted for leave of absence without pay, after utilizing available sick and personal days, for Employee #970, starting February 7, 2013 to February 20, 2013 (return to work on February 21, 2013).

#### **C. Letter of Resignation**

##### **1. Linda Kerschner**

Status:	Building Secretary
Assignment:	Catasauqua Middle School
Effective:	January 23, 2013
Reason:	Other employment

##### **2. Heather Oakes**

Status:	Sheckler Newsletter Coordinator
Assignment:	Sheckler Elementary School
Effective:	October 22, 2012
Reason:	Personal

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

**PERSONNEL MATTERS – 2012-2013 SCHOOL YEAR (continued)**

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

**D. Change of Stipend and Position****1. Heather Oakes**

From: Sheckler Book Fair Coordinator  
 To: Sheckler Book Fair Co-Coordinator  
 Assignment: Sheckler Elementary School  
 Stipend: \$ 61  
 Effective: Immediately

**ROLL CALL VOTE**

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

**APPROVAL TO ATTEND - CONF. WORKSHOPS, ETC.** Motion by Cunningham, seconded by Deitrich, approving attendance at a conference, workshop, etc., as follows:

1. **Name of Employee:** Brad Evans  
Sheckler Elementary School Teacher  
**Dates Requested:** March 4 – 8, 2013  
**Name of Conference:** West Ed Training for Content Deepening  
 for the Changes and Soils Module - sponsored by ASSET, Inc.  
**Location:** Oakland, California  
**Estimated Cost to District:** All expenses (flight, meals, lodging and substitute costs)  
 will be paid by i3 ASSET Grant
  
2. **Name of Employees:** Melissa Inselmann  
Catasauqua Middle School Principal  
**Dates Requested:** March 5 – 7, 2013  
**Name of Conference:** i3 ASSET Leadership Academy III  
**Location:** Penn State – Malvern Campus - Malvern, PA  
**Estimated Cost to District:** All expenses, including substitutes paid by i3 ASSET Grant
  
3. **Name of Employee:** Jami Gallo  
Sheckler Elementary School Teacher  
 Eric Dauberman  
Sheckler Elementary School Principal  
**Dates Requested:** March 12 – 14, 2013  
**Name of Conference:** i3 ASSET Leadership Academy III  
**Location:** Bloomsburg, PA  
**Estimated Cost to District:** All expenses, including substitutes paid by i3 ASSET Grant

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

**LETTERS OF  
COMMENDATION****A. By Kathleen Kotran**

To Brad Evans – for being selected by ASSET, Inc. to participate in West Ed Training which will enhance his training in the Changes Science Module. This summer he will be training teachers in North Carolina and New Mexico.

School Board will also send a letter to Brad Evans.

**B. By Christina Lutz-Doemling**

To Jennifer Youwakim – congratulations on being selected as a state-level curriculum and assessment leader (PDE/DRC Assessment Committee & PA Leads Curriculum Committee). Jennifer is an asset to our school district. Thank You for all you do!

**NEXT SCHOOL BOARD MEETING DATES**

A. Monday, February 11, 2013

7:00 P.M.

School Board Meeting

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

**ADJOURNMENT**

Motion by McCarthy, seconded by Deitrich, to adjourn meeting.  
Meeting adjourned at 9:35 P.M.

Respectfully submitted,

Sally J. Reiss  
Secretary

