

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING
MONDAY, MARCH 11, 2013

5240

PURPOSE The meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, March 11, 2013 in the District Administration Office Board Room. President Hahn called the meeting to order at 7:03 P.M.

ROLL CALL Members present: Dawn Berrigan, Carol Cunningham, Duane Deitrich, Penny Hahn, Carol McCarthy (arrived at 7:03 P.M.) Donald Panto, and Sally J. Reiss (arrived at 7:30 P.M.)

Member absent: Mary Alice Hartranft and Christine Naegel

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, Assistant Middle School Principal
William Gasper, Supervisor of Facilities
Lois Reed, Business Supervisor
Thomas R. Moll, II, Director of Student Activities
(arrived at 7:15 P.M.)
David Knerr, Solicitor
Selena Contreras, Student Representative
Zachary Labezius, Student Representative

Visitors: See list inserted in Permanent Minute Book

Pledge of Allegiance to the Flag was given.

**PRESENTATIONS/
AUDIENCE INPUT
ON AGENDA** A. Melissa Inselmann - presented Catasauqua Middle School Star Players of the Month for February 2013 with a pin and certificate

Grade 5
Michael Bartlett

Grade 6
Edward Forstoffer

Grade 7
Mitchell Phillips

Grade 8
Cody Walker

At this time – 7:03 P.M., board member Carol McCarthy arrived at meeting.

B. Catasauqua High School Academic Achievement: PA Junior Academy of Science State Competition, Student: Crosley Kudla-Williams; Teacher: Kristin Popovice

APPROVAL OF Motion by Cunningham, seconded by McCarthy, approving an overnight trip for a
OVERNIGHT TRIP FOR student and teacher chaperone as follows:
A STUDENT &
TEACHER CHAPERONE

G. Overnight Trip for a Student & Teacher Chaperone

Request approval of the following overnight trip for a student and teacher chaperone as listed:

Dates Requested

May 12, 13, & 14, 2013

Event & Location

PA Junior Academy of Science State Competition
Penn State University
State College, PA

Students

Crosley Kudla-Williams – Catasauqua High School 9th Grader

Crosley received a first place certificate for her project on Pet Digestion in the local competition held at Easton High School in February.

Chaperones – Kristin Popovice, Catasauqua High School Earth Science Teacher

Costs

\$170.00 each = \$340.00 total for all costs involved with this 3-day competition

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

PRESENTATIONS/AUDIENCE INPUT ON AGENDA (continued)

C. Catasauqua Middle School Performance Achievement: 7th and 8th Grade Intermediate Band and Orchestra Festival - Student: Collin Weaver; Teacher: Kevin Karchner

**ADMINISTRATION/
BOARD DISCUSSION
& REPORTS**

A. Athletics – Thomas R. Moll, II

1. Spring sports starting
2. Wrestling – regionals – student injured himself and could not participate

B. Buildings & Grounds - Robert J. Spengler/William Gasper

1. Middle school roof completed
2. Boiler project – working on specifications
3. Land swap middle school/Borough of Catasauqua
4. Water line easement
5. Heat line rupture at middle school – hot water

At this time – 7:30 P.M., school board member Sally J. Reiss arrived at meeting.

C. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn

1. No meeting held
2. School Board Conference will be held on Tuesday, April 30, 2013

D. Lehigh Career & Technical Institute – Dawn Berrigan

1. Tuesday, March 26, 2013 – dinner at \$100/person
2. New Biotechnology program
3. New YouTube program
4. Invite guidance counselors from area schools to visit LCTI, tour and help boost enrollment

ADMINISTRATION/BOARD DISCUSSION & REPORTS (continued)

E. Borough of Catasauqua – Mary Alice Hartranft
No report

F. Borough of North Catasauqua – Duane Deitrich
No report

G. Hanover Township – Sally J. Reiss
1. New building completed

H. PSBA Liaison Update – Dawn Berrigan
No report

I. Student Representatives – Selena Contreras
1. Anti-tobacco dance
2. Spring sports have started

**MINUTES APPROVED
SCHOOL BOARD
MEETING
FEBRUARY 5, 2013**

Motion by Cunningham, seconded by McCarthy, the minutes of the school board meeting held on February 5, 2013 be approved as presented.
Motion carried.

**MINUTES APPROVED
SCHOOL BOARD
MEETING
FEBRUARY 11, 2013**

Motion by Cunningham, seconded by McCarthy, the minutes of the school board meeting held on February 11, 2013 be approved as presented.
Motion carried.

**TREASURER'S
REPORT
FEBRUARY 2013**

Motion by Berrigan, seconded by Deitrich, the report of the Treasurer for February 2013 be approved as presented. Motion carried.

**APPROVAL OF
BUDGET
TRANSFERS
FEBRUARY 2013**

Motion by Berrigan, seconded by Deitrich, approving the request for budget transfers for the month of February 2013.

ROLL CALL VOTE

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

**APPROVAL FOR
PAYMENT OF ALL
ACCOUNTS PAYABLES
BILLS - MARCH 2013**

Motion by Cunningham, seconded by Deitrich, all accounts payables bills as presented in the amount of **\$928,093.34** be approved as follows:

General Fund Bills-A/P Mar. 11, 2013	\$ 890,732.85
Cafeteria Bills – A/P March 11, 2013	<u>37,360.49</u>
TOTAL	\$ 928,093.34

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

APPROVAL TO RATIFY ALL MANUAL BILLS Motion by Cunningham, seconded by Deitrich, all manual bills as presented in the amount of **\$1,114,487.98** be approved as follows:

FEBRUARY 2013	General Fund Manual Checks – Feb. 2013	\$ 123,663.55
	Cafeteria Fund Manual Checks – Feb. 2013	97.00
	Payroll – General Fund – Feb. 2013	957,054.03
	Payroll – Cafeteria – Feb. 2013	26,341.36
	Activities Fund Bills – February 2013	<u>7,332.04</u>
	TOTAL	\$1,114,487.98

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

APPROVAL OF 2013-2014 BUDGET LEHIGH CAREER & TECHNICAL INSTITUTE Motion by Deitrich, seconded by Berrigan, to approve the 2013-2014 budget for the Lehigh Career & Technical Institute. The total 2013-2014 operating budget is \$23,598,900, an increase of \$501,170 or 2.1% increase from prior year. The Catasauqua Area School District share is \$785,259.38, a decrease of (\$8,449.50) or (1.06%). The proposed Academic Center Budget is \$1,361,509 based on a projected enrollment of 400 total students at a cost of \$3,404 per student. The Catasauqua Area School District share of the Academic Center Budget is \$46,151.

ROLL CALL VOTE

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

APPROVAL OF MUNICIPAL DEPOSIT RESOLUTION Motion by Cunningham, seconded by McCarthy, approving the request for the Municipal Deposit Resolution for the Catasauqua Area School District, **RESOLVED**, that First Niagara Bank, N.A., headquartered in Buffalo, New York is designated an authorized depository of this corporation; and **FURTHER RESOLVED**, that all drafts, checks, or other instruments or orders for the payment of money drawn against the account or accounts of this corporation with said depository shall be signed by any two of the following: Robert J. Spengler, Superintendent, and Lois E. Reed, Business Supervisor.

ROLL CALL VOTE

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

PERSONNEL MATTERS - 2012-2013 & 2013-2014 SCHOOL YEARS Motion by Reiss, seconded by McCarthy, approving personnel for the 2012-2013 and 2013-2014 school years as follows:

A. Removal of Substitute Employees

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Whitney Kline (Golden)	Day-to-Day Substitute Teacher	February 8, 2013

PERSONNEL MATTERS - 2012-2013 & 2013-2014 SCHOOL YEARS (continued)**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:

Jami Ruth DeLong
Cassandra Gaugler

Day-to-Day Substitute Teacher
Substitute Nurse

C. Approval of Transportation Summer Workers

Approval is granted for employment of up to two (2) temporary transportation summer workers for six (6) weeks for the Summer of 2013.

D. Intent to Retire**1. Dolores Superka**

Status: Payroll Human Resources Supervisor
Assignment: Administration Office
Years of Service: 45 Years of Service
Effective: June 28, 2013

2. Joseph Alley

Status: Fourth Grade Teacher
Assignment: Sheckler Elementary School
Years of Service: 25 Years of Service with the Catasauqua Area School District
Effective: June 11, 2013 (or last contractual day of 2012-2013 school year)

3. Jeanne Bennett

Status: Youth Service Coordinator
Assignment: Catasauqua High School
Years of Service: 10 Years of Service with the Catasauqua Area School District
Effective: June 6, 2013

4. Tim Cadden

Status: English Teacher
Assignment: Catasauqua High School
Years of Service: 31 Years of Service with the Catasauqua Area School District
Effective: June 11, 2013 (or last contractual day of 2012-2013 school year)

5. Charles Post

Status: English Teacher
Assignment: Catasauqua High School
Years of Service: 37 Years of Service with the Catasauqua Area School District
Effective: June 11, 2013 (or last contractual day of 2012-2013 school year)

E. Substitute Employees

The following applicant has been approved to be added to the substitute employment list for the 2013-2014 school year as follows:

Dolores Superka

Substitute Secretarial Administration

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

PERSONNEL MATTERS - 2012-2013 & 2013-2014 SCHOOL YEARS (continued)

Motion by Cunningham, seconded by Berrigan, approving personnel for the 2012-2013 and 2013-2014 school years as follows:

F. Appointment of Extra-Curricular Positions – 2012-2013 School Year - Spring Sports

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>Positions</u>	<u>Stipend</u>
1. Chad Bellesfield*	Assistant Softball Coach	Volunteer

*Pending receipt of required employment forms

G. Appointment of Extra-Curricular Positions – 2013-2014 School Year - Fall Sports

It is recommended that the names listed below of extra-curricular positions be appointed as noted for the 2013-2014 school year:

<u>Name</u>	<u>Positions</u>	<u>Stipend</u>
1. Thomas Falzone	Head Football Coach	\$6,100
2. Brad Bloszinsky	Assistant Football Coach	\$3,520
3. Robert Bydlon	Assistant Football Coach	\$3,520
4. William Milne	Assistant Football Coach	\$3,520
5. Robert Panny	Assistant Football Coach	\$3,520
6. Robert Petrosky	Assistant Football Coach	\$3,520
7. James Schaffer	Assistant Football Coach	\$3,520
8. Michael Case	Assistant Football Coach	Volunteer
9. Jeremy Eberhardt	Assistant Football Coach	Volunteer
10. Josh Knecht	Assistant Football Coach	Volunteer
11. Ryan Gemmel	Assistant Football Coach	Volunteer
12. Edward Csencsits	Assistant Football Coach	Volunteer
13. Carrie Saul	Head Field Hockey Coach	\$5,399
14. Amanda Peters	Assistant Field Hockey Coach	\$2,671
15. Michael Baclawski	Head Boys' Soccer Coach	\$5,399
16. Joshua Yoo	Assistant Boys' Soccer Coach	\$2,671
17. V. Trajano Bastidas	Head Girls' Soccer Coach	\$5,399
18. Rebecca Sofish	Assistant Girls' Soccer Coach	\$2,671
19. Thomas Falzone	Summer Weight Room Monitor	\$600
20. James D'Annibale	Marching Band Director	\$3,873
21. James D'Annibale	Pep Band Director	\$600
22. Stephanie Sobler	Marching Band Front Co-Coordinator	\$1,140
23. Gina Marie D'Annibale*	Marching Band Front Co-Coordinator	\$1,140
24. Steve Brown	Marching Band Visual Coordinator	\$1,140
25. Christopher D'Annibale	Marching Band Music Coordinator	\$1,140
26. Laura Hafner	Marching Band Assistant	Volunteer

*Pending receipt of required employment forms

PERSONNEL MATTERS - 2012-2013 & 2013-2014 SCHOOL YEARS (continued)**H. Nomination for Appointment****1. Rebecca J. Moore**

Status:	Secretary
Assignment:	Catasauqua Middle School
Effective:	March 12, 2013
Rate of Pay:	\$24,500 – pro-rated for the 2012-2013 school year
Benefits:	As per full-time Secretarial benefits list

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

AUTHORIZATION TO BID FUEL OIL Motion by Cunningham, seconded by McCarthy, authorizing the request to bid for fuel oil via Keystone Purchasing network, Intermediate Unit #16.

ROLL CALL VOTE

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

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

Motion by McCarthy, seconded by Reiss, approving the revised van/bus stops for the 2012-2013 school year, effective March 2013. 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.

Address**School****Action**3rd and Walnut Street

Van

Add

ROLL CALL VOTE

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

**APPROVAL OF USE
OF CLASSROOM SPACE
FOR EXTENDED
SCHOOL YEAR (ESY)
FOR SUMMER OF 2013**

Motion by Cunningham, seconded by McCarthy, granting approval for the use of classroom space for Extended School Year (ESY) from July 1, 2013 through August 1, 2013. The Carbon-Lehigh Intermediate Unit #21 would like to request the use of classroom space at Catasauqua Middle School. The program would operate Monday through Friday from 8:30 a.m. to 2:30 p.m. at Catasauqua Middle School. The program would specifically be for students in MDS programs and live within the Lehigh County school districts. This has been requested through a use of facilities permit also.

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

**APPROVAL FOR
NOMINATION OF
BOARD MEMBER TO
BE PLACED ON THE
2013 BALLOT FOR
CARBON-LEHIGH
INTERMEDIATE UNIT
#21 BOARD OF
DIRECTORS**

Motion by McCarthy, seconded by Cunningham, approving the request to nominate a Catasauqua Area School District Board Member to be placed on the 2013 Ballot for Carbon-Lehigh Intermediate Unit #21 Board of Directors. The current term expires June 30, 2013 and the new term runs from July 1, 2013 to June 30, 2016.

Name of Candidate Penny A. Hahn

ROLL CALL VOTE

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

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

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

1. Name of Employee: Jennifer Youwakim
Catasaqua High School
Dates Requested: March 20, 21, & 22, 2013
May 7, 8, & 9, 2013
Name of Conference: PA Common Core Curriculum Conference
Sponsored by: Pattan Harrisburg
Location: Hotel Candlewood Inn
Harrisburg, PA
Estimated Cost to District: \$0 - PDE will reimburse (\$108/night hotel room
+ mileage + meals)
2. Name of Employee: Christina Lutz-Doemling
Administration Office
Dates Requested: March 20, 21, & 22, 2013
May 7, 8, & 9, 2013
Name of Conference: PA Common Core Curriculum Conference
Sponsored by: Pattan Harrisburg
Location: Hotel Candlewood Inn
Harrisburg, PA
Estimated Cost to District: \$0 - PDE will reimburse (\$108/night hotel room
+ mileage + meals)

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

**APPROVE SUBDIVISION
PLAN, BOROUGH OF
CATASAUQUA AND
CATASAUQUA AREA
SCHOOL DISTRICT**

Motion by McCarthy, seconded by Deitrich, approving the subdivision plan, Borough of Catasauqua and Catasauqua Area School District, dated July 18, 2012 (added mutual reverters), August 6, 2012 (general revisions), January 3, 2013 (general revisions), as presented.

ROLL CALL VOTE

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

NEW BUSINESS

1. Sally J. Reiss
 - A. PowerAlert – needs assessment

LETTERS OF
COMMENDATION

1. From Thomas R. Moll, II
 - A. To Zachary Stopay – 2012-2013 Catasauqua Football Scholar Athlete Nominee

INFORMATION ITEMS

1. David Ascani
 - A. Keystone results back
2. Melissa Inselmann
 - A. PSSA writing 5th & 8th grades
 - B. Catasauqua Middle School Family Movie Night – “HOP”
3. Thomas R. Moll, II
 - A. Scheduling for sports – looking at a new company

RECOGNITION OF
GUESTS & VISITORS

1. Karla Fryslin – 615 Bath Avenue, Catasauqua, PA 18032
 - A. Questions on charter schools
 - 1) Regular education to special education at charter schools
 - 2) IEP's – who does the testing
2. Zachary Panto – 1006 Third Street, Catasauqua, PA 18032
 - A. West Point Cadet – thanked board, teachers, and administration for his great education at Catasauqua Area School District

NEXT MEETING DATES

- | | | |
|---------------------------|-----------|----------------------|
| A. Tuesday, April 2, 2013 | 7:00 P.M. | School Board Meeting |
| B. Monday, April 8, 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 Reiss, seconded by Cunningham, to adjourn meeting.
Meeting adjourned at 8:45 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary