

MINUTES
CATASAUQUA AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING
Monday, April 8, 2013

5253

PURPOSE A meeting of the Board of Directors of the Catasauqua Area School District was held on Monday, April 8, 2013 in the District Administration Office Board Room. President Penny 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, Penny Hahn, Mary Alice Hartranft, Carol McCarthy, Christine Naegel, Donald Panto, and Sally J. Reiss

Member(s) absent: Carol Cunningham and Duane Deitrich

Non-members present: 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
Eric Dauberman, Elementary School Principal
Bryan Klass, Middle School Assistant Principal
William Gasper, Supervisor of Facilities
Thomas R. Moll, II, Director of Student Activities
Lois Reed, Business Supervisor
Wayne Karess, District Network Manager
David Knerr, Solicitor
Selena Contreras, Student Representative
Zachary Labezius, Student Representative
(arrived at 7:09 P.M.)

Visitors: See list inserted in Permanent Minute Book

NOTICE OF EXECUTIVE SESSION A. Executive Session held during this meeting, Monday, April 8, 2013, from 8:10 P.M. to 8:40 P.M. for personnel and legal issues.

PRESENTATIONS/ AUDIENCE INPUT ON AGENDA B. Melissa Inselmann - presented Catasauqua Middle School Students Star Player of the Month for March 2013 with a pin and certificate

Grade 5
Jaylen Green

Grade 6
Brianna Ayala

Grade 7
Nathaniel Donchez

Grade 8
Alexis Bernard

**ADMINISTRATION/
BOARD DISCUSSION
& REPORTS**

- A. Athletics
 - 1. Baseball & softball – both won today and both doing well
 - 2. Track – only home meet will be on April 23, 2013
 - 3. Still looking for Girls' Volleyball Coach
 - 4. Golf tournament coming up in June
 - 5. Dennis Kelly will be riding in PA Perimeter Ride Against Cancer in July. Hoping to become principal sponsor by raising \$1,000 in memory of Dale Edwards.
 - 6. Wednesday, May 22, 2013 – Awards Ceremony will be held
- B. Buildings & Grounds
No report
- C. Carbon-Lehigh Intermediate Unit #21 – Penny Hahn
No report
- D. Lehigh Career & Technical Institute – Dawn Berrigan
 - 1. March 28, 2013 – Governor Corbett visited LCTI
 - 2. April 25, 2013 – Career Awareness Night
- E. Borough of Catasauqua – Mary Alice Hartranft
No report
- F. Borough of North Catasauqua – Duane Deitrich
No report
- G. Hanover Township – Sally J. Reiss
No report
- H. PSBA Liaison Update – Dawn Berrigan
No report
- I. Student Representatives – Selena Contreras and Zachary Labezius
 - 1. May 17, 2013 – Prom at Steel Stacks

**PERSONNEL
MATTERS -
2012-2013 AND
2013-2014
SCHOOL YEARS**

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

A. Intent to Retire

1. Robert W. Fahringer

Status:	English Teacher
Assignment:	Catasauqua High School
Years of Service:	35 Years of Service
Effective:	June 11, 2013 (or last contractual day of 2012-2013 school year)

PERSONNEL MATTERS - 2012-2013 AND 2013-2014 SCHOOL YEARS (continued)**A. Intent to Retire (continued)****2. Jane Bear**

Status: 6th Grade Teacher
Assignment: Catasauqua Middle School
Years of Service: 28 Years of Service
Effective: June 11, 2013 (or last contractual day of 2012-2013 school year)

3. Brenda Shahpari

Status: 8th Grade Teacher
Assignment: Catasauqua Middle School
Years of Service: 21 Years of Service
Effective: May 9, 2013 (last day worked)

4. Douglas H. Coleman

Status: Custodian
Assignment: Catasauqua High School
Years of Service: 11 Years of Service
Effective: June 28, 2013

5. Kenneth H. Seibert, Sr.

Status: Facilities Leader
Assignment: Catasauqua Area School District
Years of Service: 43 Years of Service
Effective: June 28, 2013

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

TREASURER'S Motion by McCarthy, seconded by Hartranft, the report of the Treasurer for
REPORT - MARCH 2013 March 2013 be approved as presented. Motion carried.

APPROVAL OF Motion by Hartranft, seconded by McCarthy, approving the request for budget
BUDGET transfers for the month of March 2013.
TRANSFERS

MARCH 2013

ROLL CALL VOTE

Roll Call – Berrigan 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 - APRIL 2013**

Motion by Hartranft, seconded by McCarthy, all accounts payables bills as presented in the amount of **\$888,714.33** be approved as follows:

General Fund Bills-A/P April 8, 2013	\$ 847,221.31
Cafeteria Bills – A/P April 8, 2013	<u>41,493.02</u>

TOTAL	\$888,714.33
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Roll Call – Berrigan aye, Hahn aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**APPROVAL TO
RATIFY ALL MANUAL
CHECKS
MARCH 2013**

Motion by Hartranft, seconded by McCarthy, all manual bills as presented in the amount of **\$2,075,943.15** be approved as follows:

General Fund Manual Checks – March 2013	\$1,151,257.45
Cafeteria Fund Manual Checks – Mar. 2013	89.30
Payroll – General Fund – March 2013	890,204.84
Payroll – Cafeteria – March 2013	28,358.21
Activities Fund Bills – March 2013	<u>6,033.35</u>

TOTAL	\$2,075,943.15
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Roll Call – Berrigan aye, Hahn aye, Hartranft aye, McCarthy aye, Naegel aye, Panto aye, and Reiss aye. Zero nay. Motion carried.

**EXONERATION OF
TAX COLLECTORS -
INTERIM
REAL ESTATE
TAXES**

Motion by Hartranft, seconded by Berrigan, that in accordance with Section 685 of the Public School Code, the tax collectors of the Catasauqua Area School District are hereby exonerated from collecting interim real estate taxes as listed. These taxes are claimed “**delinquent**” and will be submitted to Portnoff Associates for further collection as such. The deadline for collection of these taxes was December 31, 2012.

<u>Tax Collector</u>	<u>Municipality</u>	<u>2011 Interim Real Estate</u>
James Delbertis	Catasauqua	\$204.37

<u>Tax Collector</u>	<u>Municipality</u>	<u>2012 Interim Real Estate</u>
James Delbertis	Catasauqua	\$2,452.55

ROLL CALL VOTE

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

APPROVAL/RENEWAL OF SERVICE CONTRACTS Motion by Hartranft, seconded by McCarthy, approving the following property/professional service contracts as listed:

1. Service Provider: Carbon-Lehigh Intermediate Unit #21
Service: PowerSchool
Location: Districtwide
Amount: First 3 years @ \$12.75/student, year 4 & 5 no more than 3% increase
Term: July 1, 2013 - June 30, 2018

ROLL CALL VOTE

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

Motion by Hartranft, seconded by McCarthy, approving personnel for the 2012-1023 and 2013-2014 school years as follows:

B. Substitute Employees - 2013-2014 School Year

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

<u>Name</u>	<u>Position</u>
Joseph Alley	Day-to-Day Substitute Teacher
Jane Bear	Day-to-Day Substitute Teacher
Tim Cadden	Day-to-Day Substitute Teacher
Robert Fahringer	Day-to-Day Substitute Teacher
Brenda Shahpari	Day-to-Day Substitute Teacher

C. Letter of Resignation

1. Chad Werkheiser
Status: Head Girls' Basketball Coach
Assignment: Catasauqua Area School District Athletics
Reason: Personal
Effective: March 13, 2013

D. Change of Employment Status

1. Suzanne Borovies
From: Guest Substitute Teacher
To: Certified Day-to-Day Substitute Teacher
Effective: April 3, 2013

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

APPROVAL OF SUMMER SCHOOL AT ALLENTOWN CITY, NORTHAMPTON AREA, WHITEHALL-COPLAY SCHOOL DISTRICTS, AND eBRIDGE ONLINE ACADEMY SUMMER OF 2013

Motion by Hartranft, seconded by Berrigan, granting approval to ask for permission from Allentown City School District, Northampton Area School District, Whitehall-Coplay School District, and eBridge Online Academy to allow students from the Catasauqua Middle School (grades 5, 6, 7, and 8) and the Catasauqua High School (grades 9, 10, 11 & 12), to attend summer school for the summer of 2013 in the Allentown City School District, Northampton Area School District, Whitehall-Coplay School District, and eBridge Online Academy at a tuition rate designated by their school board, and that tuition payment is the responsibility of the parent/guardian.

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

APPROVAL OF FACILITIES PLAN COMMITTEE REPORT CARBON-LEHIGH INTERMEDIATE UNIT #21 – 2013-2014 SCHOOL YEAR

Motion by Hartranft, seconded by McCarthy, granting approval of the 2013-2014 Facilities Plan Committee Report as unanimously adopted by the Carbon-Lehigh Intermediate Unit #21 Facilities Plan Committee on February 22, 2013. In addition, the board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining the future location of the CLIU and school district special education classes.

Facilities Plan Committee Report inserted in Permanent Minute Book

ROLL CALL VOTE

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

APPROVAL TO ATTEND – CONF., SEMINARS, ETC.

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

1. Name of Employee(s): Christina Lutz-Doemling, Director of Curriculum & Assessment
Kathleen Kotran, Coordinator of Instructional Technology, Federal Programs, and Community Education
Eric Dauberman, Sheckler Elementary School Principal
Melissa Inselmann, Catasauqua Middle School Principal
- Dates Requested: June 25, 26, 27, & 28, 2013
- Conference Title: Institute for Science & Literacy
- Location: Hilton Harrisburg
Harrisburg, PA
- Estimated Costs to District: All costs will be paid by i3 Grant

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

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

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

Vincent V. Suppan Music Scholarship Fund

ROLL CALL VOTE

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

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

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

Class of 2016

ROLL CALL VOTE

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

**AUTHORIZATION OF
ELECTRONIC
SIGNATURES ON PDE
CONTRACTS,
AGREEMENTS,
GRANTS & LICENSES**

Motion by McCarthy, seconded by Berrigan, approving the resolution Authorizing Robert J. Spengler to Sign, On Behalf of the School District, All Contracts, Agreements, Grants, and Licenses With The Pennsylvania Department of Education, and Consenting to the Use of Electronic Signatures by Mr. Spengler With Respect to Such Contracts, Agreements, Grants, and Licenses.

ROLL CALL VOTE

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

**APPROVAL TO CLOSE
STUDENT ACTIVITY
FUND(S)**

Motion by McCarthy, seconded by Hartranft, approving the request to close the following student activity accounts due to account inactivity or low balance as of the end of the 2012-2013 school year. The contact person for the fund has been contacted and informed of this request.

FBLA (Future Business Leaders of America)

ROLL CALL VOTE

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

APPROVAL TO CLOSE Motion by McCarthy, seconded by Naegel, approving the request to close the
STUDENT ACTIVITY following student activity accounts due to account inactivity or low balance as of
FUND(S) the end of the 2012-2013 school year. The contact person for the fund has been
contacted and informed of this request.

FCCLA (Family, Career and Community Leaders of America)

ROLL CALL VOTE

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

- INFORMATION ITEMS**
1. David Ascani
 - A. Fourth marking period starting
 - B. SADD helping with 4th Grade Fun Day, April 26, 2013
 - C. SADD going to middle school – Smoking & Tobacco Awareness
 2. Melissa Inselmann
 - A. April 9, 2013 – report cards issued
 - B. April 16, 17, & 18, 2013 – PSSA Testing – Math & Reading
 - C. April 23 & 24, 2013 – PSSA Testing – Science
 - D. April 29, 2013 – 8th Grade to High School for orientation
 3. Eric Dauberman
 - A. PSSA Testing this week – Math & Reading
 - B. April 23 & 24, 2013 – PSSA Testing – Science
 - C. April 25 & 26, 2013 – Kindergarten Registration
 - D. April 26, 2013 – 4th Grade Fun Day
 - E. April 29, 2013 –Spring Pictures
 4. Christina Lutz-Doemling
 - A. PSSA Testing beginning as well as Keystone Exams

At this time – 8:10 P.M., the school board met in Executive Session to discuss personnel and legal issues. At 8:40 P.M., the school board reconvened back to the regular board meeting.

APPROVAL OF Motion by McCarthy, seconded by Reiss, approving the following tax assessment
TAX ASSESSMENT appeals from the Lehigh County Board of Assessment appeals as listed:
APPEALS FOR
LEHIGH COUNTY

Tax Assessment Appeal — 861 Marcon Boulevard

Authorization for the solicitor to settle the tax assessment appeal with regard to 861 Marcon Boulevard (CD Lehigh Valley Exec Campus, Ltd.) (PIN 640864035529-1) by permitting the taxpayer to withdraw the court appeal and accept the Lehigh County Board of Assessment Appeals' revised assessment of \$3,167,400.

APPROVAL OF TAX ASSESSMENT APPEALS FOR LEHIGH COUNTY (continued)**Tax Assessment Appeal — 871 Marcon Boulevard**

Authorization for the solicitor to settle the tax assessment appeal with regard to 871 Marcon Boulevard (CD Lehigh Valley Exec Campus, Ltd.) (PIN 640864322258-1) by establishing a new assessed value of \$1,300,000.

Tax Assessment Appeal — 881 Marcon Boulevard

Authorization for the solicitor to settle the tax assessment appeal with regard to 881 Marcon Boulevard (CD Lehigh Valley Exec Campus, Ltd.) (PIN 640864613000-1) by permitting the taxpayer to withdraw the court appeal and accept the Lehigh County Board of Assessment Appeals' revised assessment of \$2,351,000.

Tax Assessment Appeal — 894 Marcon Boulevard

Authorization for the solicitor to settle the tax assessment appeal with regard to 894 Marcon Boulevard (CD Marcon Associates, Ltd.) (PIN 640873294111-1) by establishing a new assessed value of \$1,700,000.

Tax Assessment Appeal — 2202 North Irving Street

Authorization for the solicitor to settle the tax assessment appeal with regard to 2202 North Irving Street (CD Lehigh Valley Exec Campus, Ltd.) (PIN 640864643857-1) by establishing a new assessed value of \$2,000,000.

Tax Assessment Appeal — 758-760 Front Street

Authorization for the solicitor to settle the tax assessment appeal with regard to 758-760 Front Street (OJ Leasing, LP) (PIN 549889585764-1) by establishing a new assessed value of \$30,000.

Tax Assessment Appeal — * Front Street

Authorization for the solicitor to settle the tax assessment appeal with regard to * Front Street (OJ Leasing, LP) (PIN 549980400493-1) by establishing a new assessed value of \$1,320,000.

ROLL CALL VOTE

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

NEXT SCHOOL BOARD MEETING DATES

- | | | |
|----------------------------|-----------|------------------------------|
| A. Tuesday, April 16, 2013 | 6:00 P.M. | Special School Board Meeting |
| B. Tuesday, May 7, 2013 | 7:00 P.M. | School Board Meeting |
| C. Monday, May 13, 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 Berrigan, to adjourn meeting.
Meeting adjourned at 8:43 P.M.

Respectfully submitted,

Sally J. Reiss
Secretary