

Saucon Valley School District

Regular Meeting of the Board of Education

October 27, 2020 – 7 pm

High School Audion

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Welcome to the meeting of the Saucon Valley School Board. Our objective is to serve the students, parents, and residents of our community. You are an important part of this meeting and we look forward to your questions and comments.

We are all here for the same reason. All opinions are welcomed and equally valuable. Our only request is that we address each other with civility and respect. Our courtesy toward each other is the best way to show our students how much we respect them as well.

Notice to Public - *This is to notify all in attendance at the Saucon Valley School Board meeting that the district is video and audio taping the meeting and the meeting will be posted for public viewing according to district policy.*

Agenda

6:15 pm – Executive Session for the purpose of personnel.

- I. **Call to the Order** – *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*
- IV. **Motion to Approve Agenda**
- V. **Announcement of Executive Session** – October 27, 2020
- VI. **Approval of Minutes** – October 13, 2020
- VII. **Recognition** –
 - A. Advanced Placement and PSAT Recognition – Tamara Gary
- VIII. **Presentation** –None
- IX. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent*
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – *Visitors should state their name and address.*

XI. Presentation of Bills – David Bonenberger

- A. General Expenditures – \$383,377.47
- B. Cafeteria Expenditures – \$12,264.17
- C. Health Benefits – \$816,754.38
- D. Capital Projects – None

Recommendations for Approval

Presentation of Bills

- 1. Approve the above presentation of bills.

Recommendation: To approve all motions and recommendations as listed above in Presentation of Bills.

XII. Treasurer’s Report – Cedric Dettmar/David Bonenberger

- A. Cash Investment and Bond Activity
- B. Condensed Board Summary Report
- C. Capital Project Finance Report
- D. Budget Transfers – None
- E. Middle School Activity Report – September 30, 2020
- F. High School Activity Report – September 30, 2020

Recommendations for Approval

Treasurer’s Report

- 1. Approve the above Treasurer’s Report.

Recommendation: To approve all motions and recommendations as listed above in Treasurer’s Report.

AGENDA ITEMS

A. Education

Items/Projects for Discussion

- A. Academic and Personnel Committee Summary – October 20, 2020

Recommendations for Approval

First Reading of Policies

- 1. Approve the first reading of the following policies:
 - 103 – Nondiscrimination/Discrimination Harassment – School and Classroom
 - 104 – Nondiscrimination/Discrimination Harassment – Employment Practices

Recommendation: To approve all motions and recommendations as listed above in Education.

B. Personnel**Items/Projects for Discussion**

None

Recommendations for Approval**Professional Retirements**

1. Approve the following professional retirements:

Janice Kimenhour, high school guidance counselor, effective November 2, 2020.

Vivian Demko, fourth grade teacher, effective January 19, 2021.

Robert McHugh, high school social studies teacher, effective at the end of the 2020-21 school year.

Dedicated Day to Day Substitute Resignation

2. Approve the resignation of Trish Murphy as a dedicated day to day substitute beginning October 21, 2020.

Sabbatical Leaves

3. Approve the following sabbatical leaves:

Kimberly Flueso, high school business education teacher, for the first semester of the 2021-22 school year for study. Mrs. Flueso will return to her position on the first day of the second semester.

Stacey Palmer, middle school language arts teaching, beginning October 20, 2020 through March 16, 2021 for restoration of health. Mrs. Palmer will return to her position on March 17, 2021.

Family First Coronavirus Response Act Leaves

4. Approve the following Family First Coronavirus Response Act leaves:

Paige Histan, third grade teacher – October 16, 2020 through October 28, 2020. She will return on October 29, 2020.

Dana Russo, middle school special education teacher – October 21, 2020 through November 20, 2020. She will return on November 23, 2020.

Long Term Substitutes

5. Approve the following long term substitutes:

Felicia Johnson, high school science long term substitute, beginning October 6, 2020 and continue until November 27, 2020. Base salary is \$53,182 (B, Step 1), which will be prorated for the number of days worked. Ms. Johnson is replacing Eric Focht, who is covering for Ashley Yestrumskas.

Trish Murphy, middle school language arts long term substitute, beginning October 22, 2020 and continue until March 16, 2021. Base salary is \$53,182 (B, Step 1), which will be prorated for the number of days worked. Mrs. Murphy is replacing Stacey Palmer, who will be on sabbatical during this time.

Mary Pope, high school English long term substitute, beginning October 5, 2020 and continue until the end of the first semester. Base salary is \$53,182 (B, Step 1), which will be prorated for the number of days worked. Ms. Pope is replacing Eugenia Miller, who will be on sabbatical during this time.

Co-Curricular/Extra Duty Appointments

6. Approve the following co-curricular/extra duty appointments for the 2020-21 school year. (See NOTE below)

District

Robert Frey – AV Coordinator– \$1,969

Middle School

Kimberly Carson – Produce/Director – \$4,343

High School

Robert Svitilla – Robotics Club – \$2,000

Brian Welsko – Scholastic Scrimmage - \$868

Brian Welsko – Producer – \$6,060

NOTE: *The District's obligation to pay the coaches and supplemental positions above is subject to the District's ability to hold and/or participate in the activity in light of the COVID-19 Crisis. In the event (1) the District is closed or providing modified services, (2) unable to hold the activity as the result of direction from outside agencies such as PDE, PIAA, the CDC, the Governor's Office, District XI, etc., or (3) the Administration determines not to hold such activities for the safety of the students and community, the District shall have no obligation to pay athletic and non-athletic contracts appointed herein. In the event the fall sports and/or activities are reduced, the athletic and non-athletic contracts approved above shall be paid a pro-rated amount of the stipend based on the percentage of the season/activity that was held and students participated. The decision to cancel and/or discontinue the activities or sports season shall be at the exclusive discretion of the Administration based, in part, on guidance from the Center for Disease Control, the Commonwealth of Pennsylvania, other health agencies, and student participation in such activities.*

Dedicated Day to Day Substitutes

- 7. Approve the following dedicated day to day substitutes for the 2020-21 school year working four days of a five day school/work week where needed in assigned school buildings. Salary will be \$175 per day, no benefits:

Alan Kline – Middle School – Effective October 26, 2020

Lisa Prendergast – Middle School – effective November 17, 2020

Addition to the Substitute List

- 8. Approve the following 2020-21 substitute teacher:

Laurissa Vautaw – IU Emergency Certified

Recommendation: To approve all motions and recommendations as listed above in Personnel.

C. Facilities

Items/Projects for Discussion

- A. Facilities Committee Summary – October 21, 2020

No Reports of Recommendations

Recommendation: No recommendations.

D. Finance

Items/Projects for Discussion

- A. Finance Committee Summary – October 14, 2020

No Reports of Recommendations

Recommendation: No recommendations.

- E. **Community Outreach – SV Partnership – Michael Karabin and Shawn Welch**

- F. **Bethlehem Area Vo-Tech School – Cedric Dettmar and Bryan Eichfeld**
(Meetings are the first Tuesday of every month)

- G. **Colonial Intermediate Unit – Sandra Miller**
(Meetings are the fourth Wednesday of every month)

- H. **PSBA – Sandra Miller**

- I. **Hellertown/Lower Saucon Chamber of Commerce** – *Michael Karabin*
- J. **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*
- K. **Northampton Community College** – *Susan Baxter*
(Meetings are the first Thursday of every month)
- L. **New Business**
- M. **Old Business**

XIII. **Citizens' Inquiries and Comments** – *Visitors should state their name and address.*

XIV. **Announcements**

Future Meetings ~

November 10, 2020 – 7 pm –Business Meeting – Audion

December 1, 2020 – 7 pm –Reorganization and Business Meeting – Audion

XV. **Motion to Adjourn Meeting**

The Saucon Valley School District does not discriminate on the basis of race, color, national origin, age, sex, or handicap.

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, October 13, 2020 via an online meeting. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Tracy Magnotta, Dr. Shamim Pakzad, Sandra Miller and Shawn Welch. Also present were Dr. Craig B. Butler, Superintendent; David Bonenberger, Board Secretary and Mark Fitzgerald, District Solicitor

- I. **Call to the Order** – 7:06 PM - *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*
9-present, 0-absent
- IV. **Motion to Approve Agenda** – Director Karabin, seconded by Director Miller moved to approve the Agenda. Vote: 9-yes, 0-no
- V. **Announcement of Executive Session** – October 13, 2020
- VI. **Approval of Minutes** – Director Dettmar, seconded by Director Miller moved to approve the minutes of September 22, 2020. Vote: 9-yes, 0-no
- VII. **Recognition** – None
- VIII. **Presentation** –
 - A. Bond Refinancing - Jamie Doyle, Managing Director, PFM and Jennifer Caron from Eckert, Seamans, Cherin & Mellott, LLC
- IX. **Superintendent's Report** – *Dr. Craig Butler, Superintendent*
Dr. Butler thanked the Administration, staff and students for what they are doing to keep everyone safe.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only**
 - K.Baum – Thanked the Board, the elementary school and Dr. Butler for what they are doing to keep the children safe and provide education to the students.
 - A.Sams – Dr. Butler asked Ms. Sams to bring her subject up to administration.
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$725,642.75
 - B. Cafeteria Expenditures – \$12,713.02
 - C. Health Benefits – None
 - D. Capital Projects – None
 1. Approve the above presentation of bills.

Director Dettmar, seconded by Director Eichfeld moved to approve the Presentation of the Bills. Vote 9-yes, 0-no

XII. Treasurer’s Report – Cedric Dettmar/David Bonenberger

- A. Cash Investment and Bond Activity – None
- B. Condensed Board Summary Report – None
- C. Capital Project Finance Report – None
- D. Budget Transfers – \$318,969.52
- E. Middle School Activity Report – None
- F. High School Activity Report – None

- 1. Approve the above Treasurer’s Report.

Director Dettmar, seconded by Director Eichfeld moved to approve the Treasurer’s Report. Vote: 9-yes, 0-no

A. Education

- A. Academic and Personnel Committee Summary – October 7, 2020
- B. Discussion of Adjustment to Spectator Guidelines for Athletic Event.

Director Eichfeld mad a motion to expand the spectator capacity to the Governor’s 20% recommendation. Attorney Fitzgerald said a motion is not necessary unless we would be going beyond the Governor’s recommendation.

- 1. Approve the second reading of the following policy:

Policy 103.2 – Title IX/Nondiscrimination – Based on Sex

Director Karabin, seconded by Director Dettmar moved to approve Education Item #1.

Director Miller will be voting no because she is uncomfortable that she has not reached out and received a good explanation regarding the higher standard we chose to have in the policy.

Vote: 5-yes, 4-no (Andres, Pakzad, Miller, Magnotta)

- 2. Approve the School Wide Plan for 2020-21.

Director Miller, seconded by Director Welch moved to approve Education Item #2.

Vote: 9-yes, 0-no

B. Personnel

- 1. Approve the following individuals as part time instructional paraprofessionals at an hourly rate of \$19.19 for no more than 28 hours per week, benefits per the current Educational Support Staff Compensation Plan, effective upon completion of employment paperwork.

Kimberly Reilly
Whitney Reese

2. Approve the following individuals as part time bus drivers at an hourly rate of \$10.00 for riding and starting at \$22.30 for driving, benefits per the current Educational Support Professional Contract, effective upon completion of employment paperwork.
David Coyle
Emmanuel Rosa
James Bartley
3. Approve the following Family Medical Leave:
Robyn Heppenheimer, high school English teacher, beginning October 6, 2020 through November 16, 2020.
4. Approve the following unpaid medical leave:
Chad Miller, high school music teacher, to begin unpaid medical leave beginning Tuesday, September 29, 2020 and continue through Friday, October 16, 2020. Mr. Miller will return to his teaching duties on Monday, October 19, 2020.
5. Approve the unpaid maternity leave extension request of Ashley Yestrumskas, high school science teacher. She was originally returning October 30, 2020. She will now return on November 30, 2020.
6. Approve the following maternity leave requests:
Julie Bechtold, first grade teacher, beginning approximately November 30, 2020 through approximately April 30, 2021. She plans on using 30 sick days prior to using 44 sick days in conjunction with 12 weeks of FMLA leave, followed by an unpaid leave from approximately March 25th through approximately April 30th. Mrs. Bechtold will return to her teaching duties on approximately May 3, 2021.
Amber Krisukas, elementary special education teacher, beginning approximately February 1, 2021. She plans on using 22.5 sick days and 2.5 personal days prior to 12 weeks of unpaid FMLA leave, followed by an unpaid leave for the remainder of the 2020-21 school year. Mrs. Krisukas will return to her teaching duties at the beginning of the 2021-22 school year.
7. Approve the following sabbatical leaves:
Melissa Janis, speech/language teacher, beginning October 5, 2020 through December 18, 2020, for restoration of health. Mrs. Janis will return to her position on December 21, 2020.

Eugenia Miller, high school English teacher, beginning October 19, 2020 through end of the first semester, for restoration of health. Mrs. Miller will return to her position the first day of the second semester.

- 8. Approve the following day to day substitutes for the 2020-21 school year working four days of a five day school/work week where needed in assigned school buildings. Their salary will be \$175 per day, no benefits:

Dzana Krcic – Elementary School – effective September 29, 2020
 Kristi Levin – High School – effective September 29, 2020
 Trish Murphy – Middle School – effective September 30, 2020
 Robert Pasternak – High School – effective September 29, 2020
 Julie Santoro – Elementary School – effective October 5, 2020

- 9. Approve the following 2020-21 substitute teacher(s):
 Julie Santoro – SV Emergency Certified

Director Welch, seconded by Director Miller moved to approve Personnel Items # 1 – 9.
Vote: 9-yes, 0-no

C. Facilities

No Reports of Recommendations

D. Finance

A. Finance Committee Summary – September 23, 2020

- 1. Adopt the Resolution as presented authorizing a \$2,107,000 General Obligation Note, and related action, to refinance the School District’s 2014B Note under the terms and saving set forth in the related report of PFM Financial Advisors.

Director Dettmar, seconded by Director Eichfeld moved to approve Finance #1.
Vote: 9-yes, 0-no

E. Community Outreach – SV Partnership – Michael Karabin and Shawn Welch

F. Bethlehem Area Vo-Tech School – Cedric Dettmar and Bryan Eichfeld

G. Colonial Intermediate Unit – Sandra Miller

H. PSBA – Sandra Miller

I. Hellertown/Lower Saucon Chamber of Commerce – Michael Karabin

J. Saucon Valley Foundation for Educational Innovation – Tracy Magnotta

K. Northampton Community College – Susan Baxter

L. New Business

M. Old Business - Director Eichfeld commented that he is very proud that the District has been able to educate the children in five days a week at the District.

Director thanked Ms. Baum for her kind comments.

Dr. Pakzad agreed and thanked the staff for all that they are doing.

XIII. Citizens' Inquiries and Comments –

T. Scherer – Thanked Mr. Deegan, Mr. Halcisak, M. Sakelarides and the teachers for everything they are doing. She asked where we are with the Principal position for the elementary school.

M. Salgado – Asked when we are going to do live Board meetings; about the change in job titles for Director of Special Education; the St. Luke's link on the website does not work; who are the doctors that Dr. Butler is consulting. He commented that since teachers are not allowed to speak at the Board meetings how are we to hear what is happening. He stated that Board policies 402 & 903 state that it is okay for staff to address the Board. He also wants to know why teachers were expected to report when the school was closed.

XIV. Announcements

Future Meetings ~

October 27, 2020 – 7 pm –Business Meeting – TBA

November 10, 2020 – 7 pm –Business Meeting – TBA

December 1, 2020 – 7 pm –Reorganization and Business Meeting – TBA

XV. Motion to Adjourn Meeting

Director Dettmar, seconded by Director Miller moved to adjourn the meeting.

Vote: 9-yes, 0-no

8:00 pm

ATTEST: _____

Secretary

President

Fund Accounting Check Summary

PLGIT GENERAL - From 10/09/2020 To 10/19/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056098	CSONGRADI, EDWARD	OTHER PROFESSIONAL SVC.....		75.00
00056099	MELYNDA AMATO	OTHER PROFESSIONAL SVC.....		75.00
00056100	CARON STUDENT ASSISTANCE	OTHER PROFESSIONAL SVC.....		28,834.00
00056101	ABA SUPPORT SERVICES, LLC	OTHER PROFESSIONAL SVC.....		173.33
00056102	BENJAMIN HOWARD STROUP	OTHER PROFESSIONAL SVC.....		97.00
00056103	Cyr, Traci	OTHER PROFESSIONAL SVC.....		112.00
00056104	DARREN SIMMERS	OTHER PROFESSIONAL SVC.....		75.00
00056105	FISCHER, ROBERT M.	OTHER PROFESSIONAL SVC.....		63.00
00056106	GILDNER, KIRK	OTHER PROFESSIONAL SVC.....		92.00
00056107	HOLLENBACH, JUDY	OTHER PROFESSIONAL SVC.....		112.00
00056108	MELYNDA AMATO	OTHER PROFESSIONAL SVC.....		63.00
00056109	MICHAEL A. SODL	OTHER PROFESSIONAL SVC.....		97.00
00056110	MOSSER, CRAIG	OTHER PROFESSIONAL SVC.....		97.00
00056111	RONALD C. HUNSBERGER	OTHER PROFESSIONAL SVC.....		97.00
00056112	TERRY GOLDEN	OTHER PROFESSIONAL SVC.....		75.00
00056113	WALLACE, SUSAN	OTHER PROFESSIONAL SVC.....		92.00
00056114	z Labs	EDUC SOFT & LIC.....		188.00
00056115	AMAZON	GENERAL SUPPLIES.....		29.98
00056116	DARREN SIMMERS	OTHER PROFESSIONAL SVC.....		75.00
00056117	JAMES DOWLING	OTHER PROFESSIONAL SVC.....		63.00
00056118	Jonathan Calcano	OTHER PROFESSIONAL SVC.....		63.00
00056119	Michael Light	OTHER PROFESSIONAL SVC.....		75.00
00056120	JANICE McKELLIN	OTHER PROFESSIONAL SVC.....		59.00
00056121	ROMERIL, MARTIN A.	OTHER PROFESSIONAL SVC.....		59.00
00056122	METZ AMUSEMENTS & CONCESSIONS LLC.	GENERAL SUPPLIES.....		100.00
00056123	AHOLD FINANCIAL SERVICES	GENERAL SUPPLIES.....		53.22
00056124	AKJ Education	BOOKS AND PERIODICALS.....		346.24
00056125	ALBARELL ELECTRIC, INC	REPAIRS & MAINT SVCS.....		199.70
00056126	AMAZON	GENERAL SUPPLIES.....		703.15
00056127	AMERICAN SCHOOL COUNSELOR ASSOCIATION	DUES & FEES.....		250.00
00056128	APPLE, INC.		2,435.00
00056129	ARTS ACADEMY CHARTER SCHOOL	TUITION TO PA CHARTER.....		6,603.76
00056130	ARTS ACADEMY ELEMENTARY CHARTER SCHOOL	TUITION TO PA CHARTER.....		4,082.66
00056131	Achievement House Cyber Charter School	TUITION TO PA CHARTER.....		1,260.54
00056132	BEHAVIORIAL HEALTH	PROF ED SRV OTHR ED AG.....		2,131.50

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 10/09/2020 To 10/19/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	ASSOCIATES			
00056133	BAVTS	TUITION TO AREA VO-TECH.....		33,240.00
00056134	BSN SPORTS, LLC	UNIFORMS.....	GENERAL SUPPLIES.....	2,471.12
00056135	BUXMONT ACADEMY	TUITION TO NON-PUBLIC.....		2,572.00
00056136	CARDMEMBER SERVICE	DUES & FEES.....		205.00
00056137	CINTAS CORPORATION-#101	LAUNDRY/LINEN/DRY CLEAN.....		15.00
00056138	THE COLLEGE BOARD	EDUC SOFT & LIC.....		4,119.77
00056139	COMMONWEALTH CHARTER ACADEMY	TUITION TO PA CHARTER.....		55,351.17
00056140	CONSTELLATION ENERGY GAS SERVICES, LLC	NATURAL GAS.....		3,089.53
00056141	CREST/GOOD MFG. CO	GENERAL SUPPLIES.....		15.80
00056142	DEMCO	GENERAL SUPPLIES.....		261.47
00056143	Dr. R. Ketterer Charter School, Inc.	TUITION TO PA CHARTER.....		564.42
00056144	EASTON AREA SCHOOL DISTRICT	TUITION TO OTHER LEA.....		2,749.93
00056145	FASTENAL	GENERAL SUPPLIES.....		35.77
00056146	FOLLETT SCHOOL SOLUTIONS, INC.	EDUC SOFT & LIC.....		494.01
00056147	GENERAL HEALTHCARE RESOURCES, LLC	OTHER PROFESSIONAL SVC.....		2,079.00
00056148	GRAINGER	GENERAL SUPPLIES.....		396.00
00056149	GREAT AMERICAN PUBLISHING	BOOKS AND PERIODICALS.....		49.95
00056150	HERITAGE HILLS GOLF RESORT	TRAVEL.....		404.61
00056151	HOBBY LOBBY STORES, INC.	GENERAL SUPPLIES.....		114.43
00056152	HOME DEPOT CREDIT SERVICES	GENERAL SUPPLIES.....		105.99
00056153	HORWITH TRUCKING	GENERAL SUPPLIES.....		198.21
00056154	INDUSTRIAL APPRAISAL CO.	OTHER PROFESSIONAL SVC.....		580.00
00056155	INSIGHT PA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		16,387.12
00056156	LAKESHORE LEARNING MATERIALS	GENERAL SUPPLIES.....		1,094.48
00056157	LAWN & GOLF SUPPLY COMPANY	GENERAL SUPPLIES.....		390.00
00056158	MAHALETZ, ADAM B.	MISC EXPENDITURES.....		250.00
00056159	MAIN LINE COMMERCIAL POOLS INC	GENERAL SUPPLIES.....		178.72
00056160	MICROBAC LABORATORIES, INC.	REPAIRS & MAINT SVCS.....		59.45
00056161	NAPA AUTO PARTS-HELLERTOWN	GENERAL SUPPLIES.....		8.09
00056162	NASCO	GENERAL SUPPLIES.....		134.40
00056163	NASCO	GENERAL SUPPLIES.....		2,867.68
00056164	NORTHAMPTON AREA SCHOOL DIST	TUITION TO OTHER LEA.....		1,485.71

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 10/09/2020 To 10/19/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056165	NORTHEAST JANITORIAL SUPPLY	GENERAL SUPPLIES.....		851.00
00056166	PAFPC	DUES & FEES.....		100.00
00056167	PENNSYLVANIA ASSOC. OF SCHOOL BUSINESS OFFICIALS	DUES & FEES.....		358.00
00056168	ProComputing Corporation	GENERAL SUPPLIES.....		139.00
00056169	QUAKER CITY PAPER	GENERAL SUPPLIES.....		1,496.00
00056170	REV Robotics	GENERAL SUPPLIES.....		481.99
00056171	Roberts Oxygen Co., Inc	GENERAL SUPPLIES.....		103.33
00056172	SCHOOL BUS PARTS COMPANY	GENERAL SUPPLIES.....		385.76
00056173	SCHOOL MART	GENERAL SUPPLIES.....		1,044.96
00056174	SCHOOL NURSE SUPPLY INC.	GENERAL SUPPLIES.....		367.55
00056175	SEVEN GENERATIONS CHARTER SCHOOL	TUITION TO PA CHARTER.....		25,511.99
00056176	SNAP-ON INDUSTRIAL	GENERAL SUPPLIES.....		282.85
00056177	SOCIAL STUDIES SCHOOL SERVICE	BOOKS AND PERIODICALS.....	GENERAL SUPPLIES.....	136.99
00056178	STOTZ & FATZINGER OFF.SUPPLY	GENERAL SUPPLIES.....		207.71
00056179	SVITILLA ,ROBERT	TRAVEL.....		191.59
00056180	SWEETWATER SOUND INC.	GENERAL SUPPLIES.....		299.00
00056181	Saucon True Value	GENERAL SUPPLIES.....		787.22
00056182	Suntex International Inc (First in Math)	EDUC SOFT & LIC.....		3,240.00
00056183	TELEMEDICINE MANAGEMENT, INC.	GROUP INSURANCE.....		1,445.00
00056184	TERESA CAROTENUTO	OTHER PROFESSIONAL SVC.....		79.00
00056185	THE CAMPHILL SCHOOL, INC.	TUITION TO NON-PUBLIC.....		10,347.18
00056186	THE PENNSYLVANIA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		30,798.71
00056187	Texthelp Inc	BOOKS AND PERIODICALS.....	EDUC SOFT & LIC.....	3,780.00
00056188	WOODBURN PRESS	EDUC SOFT & LIC.....		750.00
00056189	ARTS ACADEMY CHARTER SCHOOL		3,997.86
00056190	ARTS ACADEMY ELEMENTARY CHARTER SCHOOL		14,261.71
00056191	Achievement House Cyber Charter School		573.16
00056192	CIRCLE OF SEASONS CHARTER SCHOOL		7,600.48
00056193	EXECUTIVE EDUCATION ACADEMY		5,027.75

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 10/09/2020 To 10/19/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056194	CHARTER SCHOOL LEHIGH VALLEY ACADEMY		14,455.53
00056195	CHARTER SCHOOL LEHIGH VALLEY DUAL LANGUAGE		2,513.87
00056196	CHARTER SCHOOL LINCOLN LEADERSHIP ACADEMY		3,770.81
00056197	CHARTER SCHOOL SEVEN GENERATIONS CHARTER SCHOOL		5,900.25
00056198	THE LEHIGH VALLEY CHARTER H.S. FOR THE ARTS, INC.		34,569.31
00056199	THE PENNSYLVANIA CYBER CHARTER SCHOOL		26,546.00

10-GENERAL FUND 383,377.47

Grand Total Manual Checks :	0.00
Grand Total Regular Checks :	383,377.47
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	383,377.47

- Payables within Check * Denotes Non-Negotiable Transaction
 P - Prenote d - Direct Deposit C - Credit Card Payment

Fund Accounting Check Summary

CAFE - PLGIT - From 10/07/2020 To 10/19/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00003136	BALFORD FARMS - LOCK BOX	MILK.....		1,437.21
00003137	FEESER'S	FOOD.....		3,742.69
00003138	HOBART SERVICE	REPAIRS & MAINT SVCS.....		790.22
00003139	K&D FACTORY SERVICE	REPAIRS & MAINT SVCS.....		249.99
00003140	KEYCO DISTRIBUTORS, INC.	FOOD.....		119.97
00003141	MORABITO BAKING CO.	FOOD.....		30.40
00003142	PENN JERSEY PAPER CO.	GENERAL SUPPLIES.....		67.65
00003143	BALFORD FARMS - LOCK BOX	MILK.....	FOOD.....	1,011.72
00003144	FEESER'S	FOOD.....	GENERAL SUPPLIES.....	3,734.17
00003145	MORABITO BAKING CO.	FOOD.....		132.96
00003146	REMCO INC.	REPAIRS & MAINT SVCS.....		308.00
00003147	SINGER EQUIPMENT COMPANY	GENERAL SUPPLIES.....		639.19

50-CAFETERIA 12,264.17

Grand Total Manual Checks :	0.00
Grand Total Regular Checks :	12,264.17
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	12,264.17

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

Fund Accounting Check Summary

PLGIT HEALTH BENEFIT - From 09/19/2020 To 10/23/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00000343	EQUITABLE FINANCIAL LIFE INSURANCE CO. OF AMERICA	GROUP INSURANCE.....		5,292.54
*W3154599	SYNCHRONY RX	ADMIN FEE.....		10.50
*W3154601	SYNCHRONY RX	RX CLAIMS 9/1-9/15.....		55,774.55
*W3157827	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		323,366.96
*W3158453	DELTA DENTAL	WEEKLY CLAIMS.....		3,522.00
*W3158975	DELTA DENTAL	WEEKLY CLAIMS.....		3,529.00
*W3158978	DELTA DENTAL	ADMIN FEES.....		1,036.25
*W3162409	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		63,894.37
*W3163175	SYNCHRONY RX	RX CLAIMS 9/16 - 9/30.....		23,050.66
*W3163176	SYNCHRONY RX	ADMIN FEES.....		1,656.40
*W3164425	DELTA DENTAL	WEEKLY CLAIMS.....		3,481.00
*W3166366	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		51,522.07
*W3170422	DELTA DENTAL	WEEKLY CLAIMS.....		4,810.00
*W3170423	VISION BENEFITS OF AMERICA	SEPTEMBER CLAIMS.....		1,190.52
*W3170424	WAGeworks	SEPT QUALIFYING EVENT.....		31.03
*W3172516	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		150,800.27
*W3174465	DELTA DENTAL	WEEKLY CLAIMS.....		3,583.00
*W3174466	SYNCHRONY RX	RX CLAIMS 10/1-10/15.....		40,905.48
*W3176213	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....	ADMIN FEES.....	66,247.70
*W3176214	EVOLVE INSURANCE ADVISORS, LLC.	NOVEMBER PREMIUM.....		1,704.00
*W3176215	RESOLUTE UNDERWRITING STRATEGIES	NOVEMBER PREMIUM.....		11,346.08

10-GENERAL FUND 816,754.38

Grand Total Manual Checks :	811,461.84
Grand Total Regular Checks :	5,292.54
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	816,754.38

* Denotes Non-Negotiable Transaction

- Payables within Check P - Prenote d - Direct Deposit C - Credit Card Payment

Cash, Investment and Bond Activity September 30, 2020

CASH ACCOUNTS

	Balance 9/1/20	Earnings/Deposits	Disbursements	Balance 9/30/20
PLGIT PLUS	\$ -	\$ -	\$ -	\$ -
PLGIT/CLASS	\$ 4,151,236.70	\$ 230.32	\$ -	\$ 4,151,467.02
PLGIT General	\$ 3,654,257.33	\$ 16,386,382.17	\$ 5,318,224.08	\$ 14,722,415.42
PLGIT Salary	\$ 6,870.09	\$ 1,097,029.10	\$ 1,096,466.44	\$ 7,432.75
PLGIT Health Benefits	\$ 17,830.16	\$ 634,032.56	\$ 634,032.56	\$ 17,830.16
PLGIT Cafeteria	\$ 92,378.35	\$ 0.75	\$ 11,283.48	\$ 81,095.62
Lafayette General	\$ 852,898.73	\$ 63,352.28	\$ 11,588.20	\$ 904,662.81
Lafayette Tax Collection	\$ -	\$ -	\$ -	\$ -
Lafayette Prepaid Tax	\$ -	\$ -	\$ -	\$ -
Lafayette Flexible Spending	\$ 24,703.42	\$ 5,929.72	\$ 7,348.97	\$ 23,284.17
Lafayette Cafeteria	\$ 17,506.93	\$ 18,426.39	\$ 0.80	\$ 35,932.52
Total Cash Accounts	\$ <u>8,817,681.71</u>	\$ <u>18,205,383.29</u>	\$ <u>7,078,944.53</u>	\$ <u>19,944,120.47</u>

*Earnings/Deposits includes transfers of \$1,736,991.38 between accounts

**Disbursements includes transfers of \$1,736,991.38 between accounts

INVESTMENT ACCOUNTS

	Balance 9/1/20	Earnings/Deposits	Disbursements	Balance 9/30/20
Cafeteria Certificate of Deposit (Closed Feb 06)	\$ -	\$ -	\$ -	\$ -
PSDLAF	\$ 8,222,149.40	\$ 33.41	\$ -	\$ 8,222,182.81
PLGIT / PLUS (61)	\$ 814.12	\$ 0.05	\$ -	\$ 814.17
Total Investment Accounts	\$ <u>8,222,963.52</u>	\$ <u>33.46</u>	\$ <u>-</u>	\$ <u>8,222,996.98</u>

	Balance 9/1/20	Earnings/Deposits	Disbursements	Balance 9/30/20
1998 Construction Fund (195-04)	\$ -	\$ -	\$ -	\$ -
G.O. Bonds, Series of 2017 (195-14)	\$ 6,025.76	\$ 0.33	\$ -	\$ 6,026.09
2003 Emmaus Bond, Const Fund (195-08)	\$ -	\$ -	\$ -	\$ -
Land Purchase GOB Series 2005 (195-10)	\$ -	\$ -	\$ -	\$ -
GESP Phase II GOB Series 2013A (195-12)	\$ -	\$ -	\$ -	\$ -
Total Bond Issue	\$ <u>6,025.76</u>	\$ <u>0.33</u>	\$ <u>-</u>	\$ <u>6,026.09</u>

CAPITAL RESERVE FUND

	Balance 9/1/2020	Earnings/Deposits	Disbursements	Balance 9/30/20
Capital Reserve Fund	\$ <u>168,443.51</u>	\$ <u>1.50</u>	\$ <u>2,880.00</u>	\$ <u>165,565.01</u>

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 09/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
1000's							
1110	REG PROG ELEM/SECONDARY	20,018,227.00	2,541,722.06	2,541,722.06	13.19	99,349.62	17,377,155.32
1100	*TOTALS*	20,018,227.00	2,541,722.06	2,541,722.06	13.19	99,349.62	17,377,155.32
1225	SPEECH	378,580.00	38,247.60	38,247.60	10.67	2,153.99	338,178.41
1231	EMOTIONAL SUPPORT	406,341.00	38,634.60	38,634.60	9.50	0.00	367,706.40
1241	LEARNING SUPPORT	5,844,491.00	808,058.65	808,058.65	13.97	8,988.00	5,027,444.35
1243	GIFTED SUPPORT	302,589.00	33,426.48	33,426.48	11.16	358.88	268,803.64
1270	MULTI-HANDICAPPED SUPPT	0.00	0.00	0.00	0.00	0.00	0.00
1290	OTHER SUPPORT	124,000.00	0.00	0.00	0.00	0.00	124,000.00
1200	*TOTALS*	7,056,001.00	918,367.33	918,367.33	13.17	11,500.87	6,126,132.80
1390	VOCATIONAL EDUCATION	750,145.00	316,816.35	316,816.35	42.23	0.00	433,328.65
1300	*TOTALS*	750,145.00	316,816.35	316,816.35	42.23	0.00	433,328.65
1410	DRIVERS' EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
1420	SUMMER SCHOOL	22,746.00	10,944.91	10,944.91	48.11	0.00	11,801.09
1430	HOMEBOUND INSTRUCTION	13,506.00	0.00	0.00	0.00	0.00	13,506.00
1441	ADJ / COURT PLACED PROG	0.00	0.00	0.00	0.00	0.00	0.00
1442	ALTERNATIVE EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
1480	TITLE I	0.00	0.00	0.00	0.00	0.00	0.00
1490	ACCOUNTABILITY	0.00	0.00	0.00	0.00	0.00	0.00
1400	*TOTALS*	36,252.00	10,944.91	10,944.91	30.19	0.00	25,307.09
1500	NONPUBLIC SCHOOL PGMS	0.00	0.00	0.00	0.00	0.00	0.00
1500	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
1693	COMMUNITY COLLEGE SPSHP	286,572.00	103,280.68	103,280.68	36.04	0.00	183,291.32
1600	*TOTALS*	286,572.00	103,280.68	103,280.68	36.04	0.00	183,291.32
Major Function - 1000's		28,147,197.00	3,891,131.33	3,891,131.33	14.21	110,850.49	24,145,215.18
2000's							
2120	GUIDANCE SERVICES	1,157,160.00	163,397.33	163,397.33	14.47	4,133.00	989,629.67
2130	ATTENDANCE SERVICES	130,821.00	29,948.02	29,948.02	24.33	1,882.50	98,990.48
2140	PSYCHOLOGICAL SERVICES	282,130.00	35,063.37	35,063.37	14.48	5,791.23	241,275.40
2150	SPEECH PATH/AUDIOLOGY	0.00	0.00	0.00	0.00	0.00	0.00
2100	*TOTALS*	1,570,111.00	228,408.72	228,408.72	15.29	11,806.73	1,329,895.55
2200	SUPPORT SERVICES-INSTRU	0.00	0.00	0.00	0.00	0.00	0.00
2220	TECH SUPPORT SERVICES	1,289,421.00	538,160.66	538,160.66	47.90	79,505.05	671,755.29
2230	EDU TELEVISION SERVICES	4,500.00	0.00	0.00	0.00	0.00	4,500.00
2250	SCHOOL LIBRARY SERVICES	597,400.00	85,881.23	85,881.23	16.30	11,525.17	499,993.60

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 09/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
2260	INSTRUCTION & CURR DEV	563,301.00	96,112.67	96,112.67	17.08	100.00	467,088.33
2271	INSTRUC STAFF DEVEL SVC	334,830.00	88,999.68	88,999.68	28.05	4,948.99	240,881.33
2272	NON CERTIFIED PROF DEV	0.00	0.00	0.00	0.00	0.00	0.00
2280	NONPUBLIC SUPPORT SVC	0.00	0.00	0.00	0.00	0.00	0.00
2290	OTHER INSTRUC STAFF SVC	248,756.00	25,366.37	25,366.37	10.19	0.00	223,389.63
2200	*TOTALS*	3,038,208.00	834,520.61	834,520.61	30.62	96,079.21	2,107,608.18
2310	BOARD SERVICES	54,523.00	30,298.52	30,298.52	55.57	0.00	24,224.48
2320	BOARD TREASURER SERVICE	300.00	250.00	250.00	83.33	0.00	50.00
2330	TAX ASSESS & COLLECTION	162,500.00	76,775.67	76,775.67	47.24	0.00	85,724.33
2340	STAFF RELATIONS/NEGO	0.00	0.00	0.00	0.00	0.00	0.00
2350	LEGAL SERVICES	150,000.00	22,419.09	22,419.09	14.94	0.00	127,580.91
2360	OFFICE SUPERINTENDENT	682,464.00	177,410.25	177,410.25	26.71	4,896.12	500,157.63
2380	OFFICE OF PRINCIPAL SVC	1,571,089.00	397,663.33	397,663.33	26.07	11,981.71	1,161,443.96
2300	*TOTALS*	2,620,876.00	704,816.86	704,816.86	27.53	16,877.83	1,899,181.31
2420	MEDICAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
2430	DENTAL SERVICES	600.00	0.00	0.00	0.00	0.00	600.00
2440	NURSING SERVICES	443,600.00	49,487.84	49,487.84	11.46	1,348.82	392,763.34
2400	*TOTALS*	444,200.00	49,487.84	49,487.84	11.44	1,348.82	393,363.34
2511	SUPP SERVICES-BUSINESS	852,942.00	285,174.68	285,174.68	33.73	2,565.56	565,201.76
2500	*TOTALS*	852,942.00	285,174.68	285,174.68	33.73	2,565.56	565,201.76
2690	OPER OF BLDG SERVICES	4,576,834.00	1,465,824.08	1,465,824.08	37.59	254,611.14	2,856,398.78
2600	*TOTALS*	4,576,834.00	1,465,824.08	1,465,824.08	37.59	254,611.14	2,856,398.78
2790	STUDENT TRANSP SERVICES	2,971,541.00	502,759.72	502,759.72	20.07	93,861.54	2,374,919.74
2700	*TOTALS*	2,971,541.00	502,759.72	502,759.72	20.07	93,861.54	2,374,919.74
2830	STAFF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
2832	RECRUITMENT & PLACEMENT	0.00	0.00	0.00	0.00	0.00	0.00
2834	STAFF DEV - NON-CERT	3,500.00	0.00	0.00	0.00	0.00	3,500.00
2836	STAFF DEVELOPMENT SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2800	*TOTALS*	3,500.00	0.00	0.00	0.00	0.00	3,500.00
2910	OTHER SUPPORT SERVICES	23,130.00	0.00	0.00	0.00	0.00	23,130.00
2900	*TOTALS*	23,130.00	0.00	0.00	0.00	0.00	23,130.00
Major Function - 2000's		16,101,342.00	4,070,992.51	4,070,992.51	28.24	477,150.83	11,553,198.66
000's							
3000	OP OF NONINSTRUCT SVC	0.00	0.00	0.00	0.00	0.00	0.00

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 09/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
3000	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
3100	FOOD SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
3100	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
3200	STUDENT ACTIVITIES	254,009.00	4,808.31	4,808.31	2.94	2,678.40	246,522.29
3250	SCHOOL ATHLETICS	1,083,238.00	127,084.61	127,084.61	23.66	129,215.37	826,938.02
3200	*TOTALS*	1,337,247.00	131,892.92	131,892.92	19.72	131,893.77	1,073,460.31
3300	COMMUNITY SERVICES	13,481.00	0.00	0.00	0.00	0.00	13,481.00
3300	*TOTALS*	13,481.00	0.00	0.00	0.00	0.00	13,481.00
Major Function - 3000's		1,350,728.00	131,892.92	131,892.92	19.52	131,893.77	1,086,941.31
5000's							
5100	OTHER EXPEND & FINANCE	0.00	0.00	0.00	0.00	0.00	0.00
5110	DEBT SERVICE	1,804,964.00	1,614,401.19	1,614,401.19	89.44	0.00	190,562.81
5130	REFUND PRIOR YR REV	0.00	0.00	0.00	0.00	0.00	0.00
5100	*TOTALS*	1,804,964.00	1,614,401.19	1,614,401.19	89.44	0.00	190,562.81
5230	CAPITAL PROJ TRANSFERS	224,000.00	0.00	0.00	0.00	0.00	224,000.00
5251	FOOD SVC FUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
5280	ACTIVITY FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
5200	*TOTALS*	224,000.00	0.00	0.00	0.00	0.00	224,000.00
5800	SUSPENSE ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00
5800	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
5900	BUDGETARY RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
5900	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 5000's		2,028,964.00	1,614,401.19	1,614,401.19	79.56	0.00	414,562.81
EXPENDITURE Totals		47,628,231.00	9,708,417.95	9,708,417.95 ✓	21.89	719,895.09	37,199,917.96

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 09/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
000's							
6001	FUND BALANCE	-1,459,318.00	0.00	0.00	0.00	0.00	-1,459,318.00
6000	*TOTALS*	-1,459,318.00	0.00	0.00	0.00	0.00	-1,459,318.00
6111	REAL ESTATE TAXES	-30,144,854.00	-17,566,211.53	-17,566,211.53	58.27	0.00	-12,578,642.47
6112	INTERIM REAL EXTATE TAX	-460,771.00	-60,826.28	-60,826.28	13.20	0.00	-399,944.72
6113	PUBLIC UTILITY REALTY	-35,000.00	0.00	0.00	0.00	0.00	-35,000.00
6120	PER CAPITA TAX	0.00	0.00	0.00	0.00	0.00	0.00
6141	ACT 511 PC FLAT	0.00	0.00	0.00	0.00	0.00	0.00
6143	EMER MUNIC SVC TAX	-25,000.00	-6,293.04	-6,293.04	25.17	0.00	-18,706.96
6151	EARNED INCOME TAX	-2,905,000.00	-920,605.67	-920,605.67	31.69	0.00	-1,984,394.33
6153	REALTY TRANSFER TAX	-290,000.00	-63,276.00	-63,276.00	21.81	0.00	-226,724.00
6100	*TOTALS*	-33,860,625.00	-18,617,212.52	-18,617,212.52	54.98	0.00	-15,243,412.48
6411	DELINQUENT RE TAX	-963,366.00	-428,296.32	-428,296.32	44.45	0.00	-535,069.68
6420	DELINQUENT PC SECT 679	0.00	-308.35	-308.35	0.00	0.00	308.35
6441	DELINQUENT PC 511	0.00	-330.05	-330.05	0.00	0.00	330.05
6400	*TOTALS*	-963,366.00	-428,934.72	-428,934.72	44.52	0.00	-534,431.28
6510	INTEREST ON INVESTMENTS	-75,000.00	-7,216.19	-7,216.19	9.62	0.00	-67,783.81
6530	GAIN/LOSS ON INVESTMTS	0.00	0.00	0.00	0.00	0.00	0.00
6500	*TOTALS*	-75,000.00	-7,216.19	-7,216.19	9.62	0.00	-67,783.81
6710	ADMISSIONS	-74,400.00	-275.86	-275.86	0.37	0.00	-74,124.14
6740	FEES	-2,000.00	0.00	0.00	0.00	0.00	-2,000.00
6750	STUDENT EVT- SPEC EVENT	0.00	0.00	0.00	0.00	0.00	0.00
6790	OTHR STUDENT ACT INCOME	-15,000.00	0.00	0.00	0.00	0.00	-15,000.00
6700	*TOTALS*	-91,400.00	-275.86	-275.86	0.30	0.00	-91,124.14
6821	STATE REV REC OTHER PA	0.00	0.00	0.00	0.00	0.00	0.00
6831	FUNDS OTHER PA SCH DST	0.00	0.00	0.00	0.00	0.00	0.00
6832	FEDERAL IDEA REVENUE	-278,025.00	-77,878.80	-77,878.80	28.01	0.00	-200,146.20
6839	FEDERAL REVENUE - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
6800	*TOTALS*	-278,025.00	-77,878.80	-77,878.80	28.01	0.00	-200,146.20
6910	USE OF FACILITIES	-3,500.00	0.00	0.00	0.00	0.00	-3,500.00
6920	CONTRIBUTION & DONATION	0.00	0.00	0.00	0.00	0.00	0.00
6941	REGULAR SCH TUITION	0.00	0.00	0.00	0.00	0.00	0.00
6942	SUMMER SCHOOL TUITION	-9,000.00	0.00	0.00	0.00	0.00	-9,000.00
6944	Tuition other LEA's	-27,000.00	0.00	0.00	0.00	0.00	-27,000.00
6980	COMMUNITY ACTIVITY REV	-7,900.00	0.00	0.00	0.00	0.00	-7,900.00
6990	MISCELLANEOUS REVENUE	0.00	-1,423.83	-1,423.83	0.00	0.00	1,423.83

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 09/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
6991	REFUND OF P/Y EXPEND	0.00	0.00	0.00	0.00	0.00	0.00
6992	ENERGY EFF REV & INCENT	0.00	0.00	0.00	0.00	0.00	0.00
6999	Miscellaneous	-29,999.00	-2,446.94	-2,446.94	8.15	0.00	-27,552.06
6900	*TOTALS*	-77,399.00	-3,870.77	-3,870.77	5.00	0.00	-73,528.23
Major Function - 6000's		-36,805,133.00	-19,135,388.86	-19,135,388.86	51.99	0.00	-17,669,744.14
7000's							
7110	BASIC EDUCATION	-3,392,934.00	0.00	0.00	0.00	0.00	-3,392,934.00
7111	BASIC EDUCATION SUBSIDY	0.00	-456,914.00	-456,914.00	0.00	0.00	456,914.00
7112	SOCIAL SECURITY SUBSIDY	-833,243.00	-201,897.51	-201,897.51	24.23	0.00	-631,345.49
7140	CHARTER SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7160	Tuition for 1305 & 1306	0.00	0.00	0.00	0.00	0.00	0.00
7100	*TOTALS*	-4,226,177.00	-658,811.51	-658,811.51	15.58	0.00	-3,567,365.49
7210	HOMEBOUND INSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00
7220	VOCATIONAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7230	ALTERNATIVE EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7250	MIGRATORY CHILDREN	0.00	0.00	0.00	0.00	0.00	0.00
7271	SPECIAL EDUCATION	-1,041,143.00	-307,916.00	-307,916.00	29.57	0.00	-733,227.00
7299	DIRECT PMT - PRRS & APS	0.00	0.00	0.00	0.00	0.00	0.00
7200	*TOTALS*	-1,041,143.00	-307,916.00	-307,916.00	29.57	0.00	-733,227.00
7310	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
7311	SD TRANSPORTATION	-285,000.00	-27,768.00	-27,768.00	9.74	0.00	-257,232.00
7312	NP TRANSPORTATION	-115,000.00	0.00	0.00	0.00	0.00	-115,000.00
7320	RENT & SINK FUND PYMT	0.00	0.00	0.00	0.00	0.00	0.00
7330	MEDICAL/DENTAL SVCS	-42,000.00	0.00	0.00	0.00	0.00	-42,000.00
7340	SUPPLEMENTAL REIMBURSE	-931,833.00	-465,916.00	-465,916.00	50.00	0.00	-465,917.00
7360	SAFE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7361	PCCD Grant	0.00	0.00	0.00	0.00	0.00	0.00
7300	*TOTALS*	-1,373,833.00	-493,684.00	-493,684.00	35.93	0.00	-880,149.00
7500	ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7501	Accountability Grant	0.00	0.00	0.00	0.00	0.00	0.00
7505	READY TO LEARN BLK GRNT	-142,538.00	0.00	0.00	0.00	0.00	-142,538.00
7510	EXTRA GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
7599	EXTRA GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
7500	*TOTALS*	-142,538.00	0.00	0.00	0.00	0.00	-142,538.00
7810	FICA - STATE	0.00	0.00	0.00	0.00	0.00	0.00

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 09/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
7820	RETIREMENT - STATE	-3,762,095.00	0.00	0.00	0.00	0.00	-3,762,095.00
7800	*TOTALS*	-3,762,095.00	0.00	0.00	0.00	0.00	-3,762,095.00
7920	CLASSROOMS FOR FUTURE	0.00	0.00	0.00	0.00	0.00	0.00
7990	OTHER TECHNOLOGY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7900	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 7000's		-10,545,786.00	-1,460,411.51	-1,460,411.51	13.84	0.00	-9,085,374.49
1000's							
8512	IDEA Part B	0.00	0.00	0.00	0.00	0.00	0.00
8513	TITLE I GRANT IMPROV	0.00	0.00	0.00	0.00	0.00	0.00
8514	Title I	-194,027.00	-59,693.76	-59,693.76	30.76	0.00	-134,333.24
8515	TITLE II	-48,285.00	-4,100.58	-4,100.58	8.49	0.00	-44,184.42
8516	TITLE III ESL	-6,420.00	0.00	0.00	0.00	0.00	-6,420.00
8517	DRUG FREE SCHOOLS	-13,580.00	0.00	0.00	0.00	0.00	-13,580.00
8518	TITLE V	0.00	0.00	0.00	0.00	0.00	0.00
8519	TITLE II/TITLE V GRANT	0.00	0.00	0.00	0.00	0.00	0.00
8570	TITLE II EESE GRANT	0.00	0.00	0.00	0.00	0.00	0.00
8500	*TOTALS*	-262,312.00	-63,794.34	-63,794.34	24.32	0.00	-198,517.66
8670	DRUG FREE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
8680	TITLE III	0.00	0.00	0.00	0.00	0.00	0.00
8690	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
8600	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
8701	IDEA PART B - ARRA	0.00	0.00	0.00	0.00	0.00	0.00
8708	ARRA FISCAL STAB - BE	0.00	0.00	0.00	0.00	0.00	0.00
8709	Basic Ed - Ed Jobs	0.00	0.00	0.00	0.00	0.00	0.00
8741	CARE ACT - ESSER FUNDNG	0.00	0.00	0.00	0.00	0.00	0.00
8749	CARES ACT - PCCD FUNDNG	0.00	0.00	0.00	0.00	0.00	0.00
8700	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
8810	MEDICAL ASSISTANCE	-15,000.00	0.00	0.00	0.00	0.00	-15,000.00
8820	MED ASSIS - TRANS & AD	0.00	0.00	0.00	0.00	0.00	0.00
8800	*TOTALS*	-15,000.00	0.00	0.00	0.00	0.00	-15,000.00
Major Function - 8000's		-277,312.00	-63,794.34	-63,794.34	23.00	0.00	-213,517.66
1000's							
9330	Trans from Cap Reserve	0.00	0.00	0.00	0.00	0.00	0.00

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 09/30/2020

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
9300 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 9000's	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE Totals	-47,628,231.00	-20,659,594.71	-20,659,594.71 ✓	43.37	0.00	-26,968,636.29

**Capital Project Finance Report
September 30, 2020**

<u>Project</u>	<u>Original Budget</u>	<u>Change Orders</u>	<u>Miscellaneous Construction Costs</u>	<u>Working Budget</u>	<u>Project To Date Expenses August</u>	<u>September</u>	<u>Project To Date Expenses</u>	<u>Balance To Finish</u>
<u>New Synthetic Track</u>								
D'Huy Engineering								
Feasibility Study	3,500.00			3,500.00	3,500.00		3,500.00	0.00
Design and Bid Phase 1	39,000.00			39,000.00	39,000.00		39,000.00	0.00
Permitting & Land Development Costs and Studies	20,000.00			20,000.00	17,200.26		17,200.26	2,799.74
Lower Saucon Township - Stormwater Review			5,162.72	5,162.72	5,162.72		5,162.72	0.00
Advantage Engineering LLC - Geotechnical Specialist			4,564.00	4,564.00	4,564.00		4,564.00	0.00
Construction Services Phase 2	23,276.00	999.25		24,275.25	24,275.25		24,275.25	0.00
BSN Sports - Track Walking Path Covers	2,250.00			2,250.00	2,250.00		2,250.00	0.00
Grace Industries Inc.	943,895.00	(3,300.00)		940,595.00	940,595.00		940,595.00	0.00
High Peak Electrical, Inc.	7,200.00			7,200.00	7,200.00		7,200.00	0.00
<u>High School Gymnasium/Pool Roof</u>								
D'Huy Engineering								
Feasibility Study	3,500.00			3,500.00	3,500.00		3,500.00	0.00
Gym/Pool Roof Design & Bid Phase 1	6,000.00			6,000.00	6,000.00		6,000.00	0.00
Gym/Pool Roof Design Construction Services Phase 2	10,411.45	(419.57)		9,991.88	9,991.88		9,991.88	0.00
Alan Kunsman Roofing & Siding, Inc	383,325.00	28,000.00	(11,650.00)	399,675.00	399,675.00		399,675.00	0.00
<u>High School HVAC</u>								
D'Huy Engineering								
Feasibility Study	3,500.00			3,500.00	3,500.00		3,500.00	0.00
Preliminary Design Fee	136,479.00			136,479.00	136,479.00		136,479.00	0.00
Construction Phase Services	43,000.00			43,000.00	43,000.00		43,000.00	0.00
Reimbursable Expenses			1,004.22	1,004.22	1,004.22		1,004.22	0.00
Keycodes Inspection Agency			2,409.63	2,409.63	2,409.63		2,409.63	0.00
Mountain Environmental & Radon Services			1,800.00	1,800.00	1,800.00		1,800.00	0.00
PAMSCO	1,839,758.00	(116,103.00)		1,723,655.00	1,723,655.00		1,723,655.00	0.00
Builders Door & Hardware Inc			6,900.00	6,900.00	6,900.00		6,900.00	0.00
Wind Gap Electric	125,000.00	(12,876.84)		112,123.16	112,123.16		112,123.16	0.00
<u>High School Auditorium Upgrades</u>								
CMG of Easton, Inc	323,735.00			323,735.00	304,982.27		304,982.27	18,752.73
D'Huy Engineering								
Construction Oversight	11,875.00			11,875.00	11,875.00		11,875.00	0.00
Entertainment Services Group Inc - Curtain and Screen			6,215.52	6,215.52	6,215.52		6,215.52	0.00
	<u>3,925,704.45</u>	<u>(103,700.16)</u>	<u>16,406.09</u>	<u>3,838,410.38</u>	<u>3,816,857.91</u>	<u>0.00</u>	<u>3,816,857.91</u>	<u>21,552.47</u>

Saucon Valley School District
Middle School Student Activities Report
For The Month of September, 2020

Balance - August 31, 2020				\$ 31,962.08
Receipts				860.75
Disbursements				(291.39)
Audit adjustment				1,695.00
Balance - September 30, 2020				<u>\$ 34,226.44</u>
ART CLUB				\$ 19.15
BAND				4,071.20
CHEERLEADING				623.87
CHORUS				6,909.88
COMMUNITY SERVICE				385.60
GIRLS VOLLEYBALL				2,400.02
HONOR SOCIETY				426.87
I-TEAM				23.74
KNITTING CLUB				265.57
ODYSSEY OF THE MIND				2.61
READING OLYMPICS				380.83
SEAPEARCH / ROBOTICS				3,135.26
SKI CLUB				1,632.84
STUDENT COUNCIL				7,360.00
YEARBOOK				5,637.46
5TH GRADE				0.00
6TH GRADE				179.10
7TH GRADE				(9.61)
8TH GRADE				711.30
INTEREST				70.75
				<u>\$ 34,226.44</u>
<i>Respectfully Submitted by James Deegan, Principal</i>				

SAUCON VALLEY HIGH SCHOOL
 FINANCIAL REPORTS
 SEPTEMBER 30, 2020
 CLUB ACCOUNT FUND

BEGINNING BALANCE	\$	56,845.21
INCOME		1.41
EXPENSES		3,009.92
ENDING BALANCE	\$	53,836.70

CLUB ACCOUNT	ENDING BALANCE
AEVIDUM	362.10
BAND	2,226.80
CALCULUS CLUB	590.37
CHORUS	728.06
CLASS OF 2017	(20.32)
CLASS OF 2020	5,293.11
CLASS OF 2021	1,101.87
CLASS OF 2022	781.47
CLASS OF 2023	379.04
CLASS OF 2024	370.86
DANCE TEAM	2,220.66
DRAMA CLUB	2,083.28
ENVIRONMENTAL CLUB	812.77
FBLA	6,504.52
FOREIGN LANGUAGE	1,398.49
GLOBAL SCHOLARS	6.12
GSA	51.37
NAT'L HONOR SOCIETY	4,400.94
LEO CLUB	688.35
MINI-THON	1,556.90
MODEL UN	324.15
NEWSPAPER	161.76
PAINTBALL	53.93
PHOTOGRAPHY CLUB	539.49
READING TEAM	64.37
ROBOTICS CLUB	1,711.02
RUGBY CLUB	690.82
SADD	199.51
SGA - STUDENT STORE	3,217.21
SKI CLUB	1,311.53
SMASH-VIDEO CLUB	27.56
SPIRIT COUNCIL	282.71
STEM	587.20
UNICEF	431.86
YEARBOOK	12,696.82
TOTALS	\$ 53,836.70

Tamara Gary
 Principal

**Saucon Valley School District
Academic and Personnel Committee
Minutes of October 20, 2020 Zoom Meeting**

Present were Academic and Personnel Committee Board Members: Susan Baxter, Cedric Dettmar, and Shamim Pakzad. Also present were: Administrators Craig Butler, Jaime Vlasaty, Jim Deegan, and Tamara Gary and School Directors Shawn Welch, Michael Karabin.

Call to Order 5:03 pm

Mr. Dettmar, second by Dr. Pakzad, made a motion to approve the agenda.

Mr. Dettmar, second by Dr. Pakzad, made a motion to approve the minutes of October 7, 2020.

Agenda:

1. Policy 103 and 104 reviewed and moved to the 10/27 board meeting by unanimous consent.
2. Policy 217 was reviewed. Suggestions were made by the committee to look further into the policy regarding middle school classes/credits and college courses/credits and how such grades are calculated into the GPA. Dr. Butler and Mrs. Vlasaty will confer with the district solicitor and check for congruency with other applicable policies that may affect the wording and language on this policy.
3. Policy 247 and 249 were reviewed. Committee members asked questions about certain aspects of the policy. Dr. Butler and Mrs. Vlasaty will research the questions and concerns with the district solicitor and report back to the committee.
4. Policy 317, 417, and 517 were tabled until the next meeting.

Mr. Dettmar, and second by Mrs. Baxter moved to adjourned the meeting at 5:56 p.m.

Saucon Valley School District

Policy

Title – 103 Nondiscrimination/Discriminatory Harassment – School and Classroom Practices

Section – Programs

Adopted – October 24, 2005

Revised – April 14, 2020

Content

The Board declares the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, familial status, pregnancy, or handicap/disability.

[The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discriminatory harassment is referred to as Title IX sexual harassment. All allegations of sexual harassment and discrimination on the basis of sex shall be first evaluated under Policy 103.2, Title IX/Nondiscrimination Based on Sex. If the sexual harassment or discrimination on the basis of sex alleged does not fit the definition of Title IX sexual harassment or Title IX discrimination, the allegations may still be investigated under this policy. If the allegations include Title IX discrimination or Title IX sexual harassment and discrimination or harassment on the basis of another protected status, a joint, concurrent investigation under this policy and Policy 103.2 will be conducted.](#)

The district strives to maintain a safe, positive learning environment that is free from discrimination. Discrimination is inconsistent with the educational and programmatic goals of the district and is prohibited on school grounds, at school-sponsored activities, and on any district owned or operated conveyance providing transportation to or from a school entity or a school-sponsored activity.

The district shall provide to all students, without discrimination, course offerings, counseling, assistance, service, employment, athletics and extracurricular activities. The

equitable distribution of district resources is one means the district shall use to ensure all students received a quality education. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps and disabilities, consistent with the requirements of federal and state laws and regulations.

The Board encourages students and third parties who believe that they or others have been subject to discrimination to report promptly such incidents to designated employees, even if some elements of the related incident took place away from school grounds, school activities, or district owned or operated conveyances.

The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct that may not be proven to be discrimination under this policy but may violate other Board policies.

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint, and the investigation shall be maintained, consistent with the district's legal and investigative obligations. Complaints and all investigative materials shall not be subject to access by the public.

Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or for opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

Definitions

Discriminatory harassment – harassment by students, employees, or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, familial status, pregnancy, handicap/disability, or for participation in reports or investigations of alleged discrimination is a form of discrimination and is subject to this policy. A person who is not an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.

For the purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal, or nonverbal acts including offensive jokes, slurs, epithets or name-calling, ridicule or mockery, insults, put-downs, offensive objects or pictures, physical assaults, threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, familial status, pregnancy, or handicap/disability, when such conduct is:

1. Sufficiently severe, persistent, or pervasive; and
2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening, or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities, or opportunities offered by the district.

Sexual Harassment

Sexual harassment is a form of discrimination on the basis of sex and is subject to this policy. For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, graphic, or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of a student's status in any educational or other programs offered by a school; or
2. Submission to or rejection of such conduct is used as the basis for educational or other program decisions affecting a student; or
3. Such conduct deprives a student or group of individuals of educational aid, benefits, services, or treatment; or
4. Such conduct is sufficiently severe, persistent, or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance in school or school-related programs, or
5. Such conduct otherwise creates an intimidating, hostile, or offensive school or school-related environment such that it unreasonably interferes with the complainant's access to or participation in school or school-related programs.

Sexual violence means physical or sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual may also be unable to give consent due to an intellectual or other disability. Sexual violence includes but is not limited to rape, sexual assault, sexual battery and sexual coercion.

Federal law declares sexual violence to be a form of [sexual harassment. Discrimination on the basis of sex and sexual harassment that violate Title IX are addressed in a separate Board Policy 103.2. This policy addresses sex discrimination and sexual harassment that does not fall under the purview of Title IX.](#)

~~sexual harassment.~~

In order to maintain a program of nondiscrimination practices that complies with applicable laws and regulations, the Board designates the Assistant Superintendent, or another as approved by the Board, as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number, and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees, and the public to provide notice of how to report complaints under this policy.

The Compliance Officer is responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures, and to monitor the implementation of nondiscrimination procedures in the following areas:

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.
2. Training - Provision of training for students and staff to prevent, identify, and alleviate problems of discrimination.
3. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.
4. District Support - Assurance that like aspects of the school program receive like support as to staffing and compensation, facilities, equipment, and related

matters.

5. Student Evaluation - Review of tests, procedures, and guidance and counseling materials for stereotyping and discrimination.
6. Resources – Maintain and provide information to staff on resources available to alleged victims in addition to the school compliant procedure, such as making reports to the police, assistance available from domestic violence or rape crisis programs, and community health resources, including counseling resources.
7. ~~Compliants~~ Complaints – Monitor and provide technical assistance to building principals or designees in processing complaints.

The building principal or designee shall be responsible for promptly completing the following duties upon receipt of a complaint of discrimination or retaliation under this policy:

1. Immediately notify the Title IX Coordinator identified in Policy 103.2 of any complaint that involves a claim of sex discrimination or sexual harassment for determination of whether an investigation under Title IX should be commenced.
2. ~~4.~~ Immediately notify the Compliance Officer of the complaint. ~~The~~ In cases where the Title IX Coordinator has not already notified the Compliance Officer that the investigation shall be handled solely under Policy 103.2, the Compliance Officer shall assess whether the investigation under this policy should be conducted by the building principal, another district employee, the Compliance Officer, or an attorney and shall promptly assign the investigation to that individual.
3. ~~2.~~ Inform the ~~complainant~~ complainant about this policy, including the right to an investigation of both oral and written complaints of discrimination.
4. ~~3.~~ Seek to obtain from parents/guardians consent to initiate an investigation when the complainant or alleged victim is under the age of eighteen (18). When a parent/guardian will not consent to the complainant and/or alleged victim's participation in an investigation, the Compliance Officer shall provide the parent/guardian with a letter containing information related to the district's legal obligations to conduct an investigation and address violations of this policy and any other information appropriate to the specific complaint.
5. ~~4.~~ Inform the complainant and/or the alleged victim and/or the accused (when the accused is a student) that s/he may be accompanied by a parent/guardian during all steps of the complaint procedure.
6. ~~5.~~ Notify the complainant and the accused of the progress at appropriate stages of the procedure.

7. ~~6.~~ Refer the complainant to the Compliance Officer if the building principal is the subject of the complaint.
8. ~~7.~~ Provide relevant information on resources available in addition to the school complaint procedure, such as making reports to the police, assistance from domestic violence or rape crisis programs, and community health resources, including counseling.
9. ~~8.~~ After consideration of the allegations in the complaint and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant, the alleged victim, and others as necessary from violation of this policy during the course of the investigation.

Complaint Procedure – Student/Third Party

Step 1 – Reporting

A student or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to report immediately the incident to the building principal. Any person with knowledge of conduct that may violate this policy is encouraged to report immediately the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal and make any mandatory police or child protective services reports required by law.

If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.

The complainant or reporting employee is encouraged to use the report form available from the building principal or Compliance Officer, and/or to put the complaint in writing; however, ~~but~~ oral complaints shall be accepted, documented, investigated, and handled no differently than a written complaint under this policy. The Compliance Officer, building principal, or other district employee who receives and/or is assigned to investigate the complaint shall inform the complainant of this policy and the investigative process, the right to confidentiality, and the potential right to file criminal charges. Both the person accepting the complaint and the person investigating the complaint shall handle the receipt of the complaint objectively, neutrally, and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Compliance Officer shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unable to conduct the investigation.

The Compliance Office shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination, this policy, and how to conduct investigations, including the need to keep the investigation confidential.

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, potential witnesses, and records to review.

The investigator shall conduct an adequate, reliable, and impartial investigation. The complainant, alleged victim, and the accused may suggest additional witnesses and provide evidence during the course of the investigation. When the complaint involves allegations relating to conduct that took place away from school property, school-sponsored activities, or school conveyances, the investigation may include an inquiry into whether the conduct alleged resulted in harassment in school settings and/or whether another district policy may have been violated.

The investigation may consist of individual interviews with the complainant, the alleged victim, the accused, and others with knowledge related to the incident. The investigator may also evaluate any other information and materials relevant to the investigation. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of

criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.

The obligation to conduct an investigation shall not be nullified by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report within twenty (20) [school](#) days of the initial report of alleged discrimination, unless additional time to complete the investigation is required due to the nature of the allegations, the anticipated extent of the investigation, or the availability of witnesses. All parties shall be notified of the anticipated date the investigative report will be complete and of any modifications of the due date.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for the determination, a determination of whether the conduct alleged violated this policy, or any other laws or district policies and a recommended disposition of the complaint. The investigator shall consider the record as a whole in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation of this policy even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, for example, whether the investigator has determined that the allegations are founded or unfounded, within a reasonable time of the submission of the written report and to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be notified of the individual remedies offered or provided to the complainant.

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint

are substantiated and constitutes a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and does not recur and that no retaliation occurs.

The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of the investigation through disciplinary actions or the initiation of further investigations.

Disciplinary actions shall be consistent with the Student Code of Conduct, Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with the recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) school days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent
2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.
3. The individual handling the appeal shall prepare a written response to the appeal within twenty (20) school days. Copies of the response shall be provided to the complainant, the accused, and the investigator who conducted the initial investigation.

References

20 U.S.C. 1681 et seq.

22 PA Code 12.1

22 PA Code 12.4

22 PA Code 15.1 et seq.

22 PA Code 4.4

24 P.S. 1301

24 P.S. 1310
24 P.S. 1601-C et seq.
24 P.S. 5004
29 U.S.C. 794
42 U.S.C. 12101 et seq.
42 U.S.C. 1981 et seq.
42 U.S.C. 2000d et seq.
43 P.S. 951 et seq.
Pol. 216, 218, 234, 247, 249, 815, 806
U.S. Const. Amend. XIV, Equal Protection Clause
29 CFR 1604.11
29 CFR 1606.8
Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)
Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)
Office for Civil Rights - Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability (Oct. 26, 2010)
Office for Civil Rights - Resources for Addressing Racial Harassment
Office for Civil Rights - Revised Harassment Guidance: Harassment of Students by School Employees, Other Students or Third Parties Title IX (January 2001)
18 Pa. C.S.A. 2709
20 U.S.C. 1232g
34 CFR Part 99
28 CFR Part 35
28 CFR Part 41
34 CFR Part 100
34 CFR Part 104
34 CFR Part 106
34 CFR Part 110

REPORT FORM FOR COMPLAINTS OF DISCRIMINATION/HARASSMENT
AGAINST STUDENTS

Complainant: _____

Home Address: _____

Home Phone: _____

School Building: _____

Date of Alleged Incident(s): _____

Alleged harassment was based on: (circle those that apply)

Race	Color	National Origin
Sex	Age	Sexual Orientation
Handicap/Disability	Religion	Pregnancy
Familial Status		

Name of person you believe violated the district's nondiscrimination and harassment policy: _____

If the alleged discrimination or harassment was directed against another person, identify the other person: _____

Describe the incident as clearly as possible, including what physical contact, if any, was used; verbal statements (i.e. threats, requests, demands, etc.) were made; and any incidents were recorded (notes, emails, texts, messages, social media post, etc.) Attach additional pages if necessary:

When and where incident occurred: _____

List any witnesses who were present: _____

This complaint is based on my honest belief that _____ has discriminated against or harassed me or another person. I certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge.

Complainant's Signature

Date

Received By

Date

Saucon Valley School District

Policy

Title – 104 Nondiscrimination/Discriminatory Harassment – Employment Practices

Section – Programs

Adopted – October 24, 2005

Revised – April 14, 2020

Content

The Board declares the policy of this district is to provide to all persons equal access to all categories of employment in this district, regardless of race, color, age, creed, religion, sex, familial status, sexual orientation, ancestry, national origin, genetic information, pregnancy, or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.

[The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discriminatory harassment is referred to as Title IX sexual harassment. All allegations of sexual harassment and discrimination on the basis of sex shall be first evaluated under Policy 103.2, Title IX/Nondiscrimination Based on Sex. If the sexual harassment or discrimination on the basis of sex alleged does not fit the definition of Title IX sexual harassment or Title IX discrimination, the allegations may still be investigated under this policy. If the allegations include Title IX discrimination or Title IX sexual harassment and discrimination or harassment on the basis of another protected status, a joint, concurrent investigation under this policy and Policy 103.2 will be conducted.](#)

The Board encourages employees and third parties who believe that they or others have been subject to discrimination prohibited by this policy to report promptly such incidents to designated employees.

The Board directs that complaints of discrimination shall be investigated promptly, and appropriate corrective action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct that may not violate this policy but merits review and possible

action under other Board policies.

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint, and the investigation shall be maintained, consistent with the district's legal and investigative obligations.

Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

Definitions

Discriminatory Harassment – harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, familial status, genetic information, pregnancy or handicap/disability is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.

For purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets or name-calling, ridicule or mockery, insults, put-downs, offensive objects or pictures, physical assaults, threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's work performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, familial status, genetic information, pregnancy or handicap/disability when such conduct is:

1. Sufficiently severe, persistent or pervasive; and
2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening, or abusive work environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities, or opportunities offered by an employer.

Sexual harassment is a form of discrimination on the basis of sex and is subject to this policy. For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, electronic, graphic, or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of an employee's status; or
2. Submission to or rejection of such conduct is used as the basis for employment-related decisions affecting an employee; or

3. Such conduct is sufficiently severe, persistent, or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance at work or otherwise creates an intimidating, hostile, or offensive working environment such that it alters the complainant's working conditions.

[Discrimination on the basis of sex and sexual harassment that violate Title IX are addressed in a separate Board Policy 103.2. This policy addresses sex discrimination and sexual harassment that does not fall under the purview of Title IX.](#)

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that complies with applicable laws and regulations, the Board designates the Superintendent (for professional employees) and Business Manager (for non-professional employees) as the district's Compliance Officers.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public. Nondiscrimination statements shall include the position, office address and telephone number of the Compliance Officer.

The Compliance Officer is responsible to ensure adequate nondiscrimination procedures are in place, to recommend new or modified procedures, and to monitor the implementation of nondiscrimination procedures in the following areas:

1. Development and modification of position qualifications, job descriptions and essential job functions.
2. Recruitment materials and practices.
3. Procedures for screening, interviewing, and hiring.
4. Promotions and demotions.
5. District-designed performance evaluations.
6. Non-renewal of contracts.
7. Proposed disciplinary actions, up to and including terminations.

The Compliance Officer is responsible for the following additional procedures:

1. Training supervisors and staff to prevent, identify, and alleviate problems of employment discrimination.
2. Maintaining and providing information to staff on resources available to alleged victims in addition to the district complaint procedure, e.g., making reports to the police, obtaining assistance from domestic violence or rape crisis programs, and community health resources, including counseling.
3. Monitoring and providing technical assistance to building principals or designees in processing complaints.

The building principal or designee shall be responsible to complete promptly the following duties upon receipt of a complaint of discrimination or retaliation against employees or third parties:

1. [Immediately notify the Title IX Coordinator identified in Policy 103.2 of any complaint that involves a claim of sex discrimination or sexual harassment for determination of whether an investigation under Title IX should be commenced.](#)
2. ~~1. Immediately notify the~~ [In cases where the Title IX Coordinator has not already notified the](#) Compliance Officer ~~of the complaint. The~~ [that the investigation shall be handled solely under Policy 103.2, the](#) Compliance Officer shall assess whether the investigation should be conducted by the building principal, another employee, the Compliance Officer, or an attorney and shall promptly assign the investigation to that individual.
3. ~~2.~~ Inform the employee or third party about this policy including the right to an investigation of both oral and written complaints of discrimination.
4. ~~3.~~ Provide relevant information on resources available in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence and rape crisis programs, and community health resources including counseling resources.
5. ~~4.~~ Notify the complainant and the accused of the progress at appropriate stages of the procedure.
6. ~~5.~~ After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

Complaint Procedure – Employee/Third Party

Step 1 – Reporting

An employee or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to report immediately the incident to the building principal or supervisor.

If the building principal is the subject of a complaint, the employee or third party shall report the incident directly to the Compliance Officer.

The complainant is encouraged to use the report form available from the building principal, supervisor, or Compliance Officer but oral complaints shall be accepted, documented, investigated, and handled no differently than a written complaint under this policy.

The Compliance Officer, building principal, or other district employee who receives and/or is assigned to investigate the complaint shall inform the complainant of this policy and the investigative process, the right to confidentiality, and the potential right to file criminal charges. Both the person accepting the complaint and the person investigating the complaint shall handle the receipt of the complaint objectively, neutrally, and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Compliance Office shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination, this policy, and the proper procedures to conduct investigations, including the need to keep the investigation confidential.

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, potential witnesses, and records to review.

The investigator shall conduct an adequate, reliable, and impartial investigation. The complainant, alleged victim, and the accused may suggest additional witnesses and provide evidence during the course of the investigation. When the complaint involves allegations relating to conduct that took place away from school property, school-sponsored activities, or school conveyances, the investigation may include an inquiry into whether the conduct alleged resulted in harassment in school settings and/or whether another district policy may have been violated.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The

complainant, witnesses, parties, and parents/guardians shall be informed that retaliation for anyone's participation in an investigation is strictly prohibited and that conduct believed to be retaliatory should be reported. All individuals providing statements shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.

The obligation to conduct an investigation shall not be nullified by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) [school](#) days of the report of alleged discrimination, unless additional time to complete the investigation is required due to the nature of the allegations, the extent of the anticipated investigation, or the availability of witnesses. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this discrimination, a determination of whether the conduct violated this policy or any other district policy, and a recommended disposition of the complaint.

An investigation into a complaint of conduct that violates this policy shall record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, for example, whether the investigator believes the allegations to be founded or

unfounded, within a reasonable time of the submission of the written report. The accused shall not be notified of the individual remedies offered or provided to the complainant.

Step 4 – District Action

If the investigation results in a finding that some of all of the allegations in the complaint are substantiated and constitutes a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs.

The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the work environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different law or Board policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of the investigation or through disciplinary actions or the initiation of further investigations.

Disciplinary actions shall be consistent with Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to this policy or with the recommended corrective action s/he may submit a written appeal to the Compliance Officer within fifteen (15) ~~calendar~~ school days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.
2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and property of the prior investigation.
3. The individual handling the appeal shall prepare a written response to the appeal within twenty (20) school days. Copies of the response shall be provided to the complainant, the accused, and the investigator who conducted the initial investigation.

References

20 U.S.C. 1681 et seq
29 U.S.C. 206
29 U.S.C. 621 et seq
29 U.S.C. 794
42 U.S.C. 12101 et seq
42 U.S.C. 1981 et seq
42 U.S.C. 2000e et seq
42 U.S.C. 2000ff et seq
43 P.S. 336.3
43 P.S. 951 et seq
U.S. Const. Amend. XIV, Equal Protection Clause
29 CFR 1604.11
29 CFR 1606.8
EEOC Enforcement Guidance on Harris v. Forklift Sys., Inc., November 9, 1993
EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment
by Supervisors, June 18, 1999
EEOC Policy Guidance on Current Issues of Sexual Harassment, March 19, 1990
18 Pa. C.S.A. 2709
PA Code 44.1 et seq
28 CFR 35.140
28 CFR Part 41
29 CFR Parts 1600-1691
Pol. 317, 806, 815, 824

REPORT FORM FOR COMPLAINTS OF DISCRIMINATION/ HARASSMENT
AGAINST DISTRICT EMPLOYEES AND THIRD PARTIES

Complainant: _____

Home Address: _____

Home Phone: _____

School Building: _____

Date of Alleged Incident(s): _____

Alleged harassment was based on: (circle those that apply)

- | | | |
|---------------------|----------|--------------------|
| Race | Color | National Origin |
| Sex | Age | Sexual Orientation |
| Handicap/Disability | Religion | Pregnancy |
| Familial Status | | |

Name of person you believe violated the district's nondiscrimination and harassment policy: _____

If the alleged discrimination or harassment was directed against another person, identify the other person: _____

Describe the incident as clearly as possible, including what physical contact, if any, was used; verbal statements (i.e. threats, requests, demands, etc.) were made; and any incidents were recorded (notes, emails, texts, messages, social media post, etc.) Attach additional pages if necessary:

When and where incident occurred: _____

List any witnesses who were present: _____

This complaint is based on my honest belief that _____ has discriminated against or harassed me or another person. I certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge.

Complainant's Signature

Date

Received By

Date

Facility Committee – October 21, 2020

The Facility Committee of the Saucon Valley School Board met on October 21, 2020 via an online Zoom meeting at 5:00pm.

The following items were on the Facility Committee agenda:

- Project Updates:
 - Fire Alarm Panel
 - Cooling Tower
 - HS Water Main
 - Infrared Scan of Roof
 - PASBO Custodial Review

The following recommendation was sent to the Board for approval at the December 1st meeting:

To approve the Cooling Tower bid at the December 1st Board meeting.

Finance Committee – October 14, 2020

The Finance Committee of the Saucon Valley School Board met on October 14, 2020 via an online Zoom meeting at 5:00pm.

The following items were on the Finance Committee agenda:

- Discussion of the Diesel Emissions Reduction Act – School Bus Rebate
- Discussion on determining available funding for 2021-2022 major facilities projects.

The Committee agreed to have John McCabe apply for the grant for bus rebates.

There were no recommendations to the Board for approval.