

Saucon Valley School District
Regular Meeting of the Board of Education
January 12, 2021 – 7 pm
ZOOM Meeting

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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 and legal.

- I. **Call to the Order** – *Susan Baxter, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*
- IV. **Motion to Approve Agenda**
- V. **Announcement of Executive Session** –
December 17, 2020
January 12, 2021
- VI. **Approval of Minutes** – December 1, 2020
- VII. **Recognition** – None
- 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 – \$877,261.21
- B. Cafeteria Expenditures – \$15,849.86
- C. Health Benefits – \$640,782.78
- 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 - None
- D. Budget Transfers - \$29,774.00
- E. Middle School Activity Report – November 30, 2020
- F. High School Activity Report – November 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 – January 6, 2021

Recommendations for Approval

Second and Final Reading of Policies

- 1. Approve the second and final reading of the following policies:
 - 217 – Graduation Requirements
 - 247 – Hazing
 - 249 – Bullying/Cyberbullying

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

B. Personnel**Items/Projects for Discussion****Recommendations for Approval****Resignations**

1. Approve the following resignations:

Kristi Levin, dedicated day to day substitute, effective January 8, 2021

Lisa Prendergast, dedicated day to day substitute, effective January 20, 2021

Stacy Ross, paraprofessional, effective January 1, 2021

Professional Appointments

2. Approve the following professional appointments:

Molly Cook as elementary Spanish Immersion teacher effective pending certification verification at a base salary of \$58,184 (B+15, Step 3), which will be pro-rated for the remainder of the 2020-21 school year. Ms. Cook is replacing Vivian Demko, who retired.

Lindsey Permar as elementary Spanish Immersion teacher effective January 19, 2021 at a base salary of \$57,960 (M, Step 1), which will be pro-rated for the remainder of the 2020-21 school year. Ms. Permar is replacing Nadine Snyder.

Administrative Appointment

3. Approve the following administrative appointment:

Colleen Mroz as the Supervisor of Special Education effective date to be determined at a base salary of \$88,000, which will be pro-rated for the remainder of the 2020-21 school year. Ms. Mroz is replacing Jaime Vlasaty, who became Assistant to the Superintendent

Long Term Substitutes

4. Approve the following long term substitutes:

Jade Gery, kindergarten long term substitute, beginning January 14, 2021 and continue for the remainder of the 2020-21 school year. Base salary is \$54,425 (B, Step 2), which will be prorated for the number of days worked. Ms. Gery is continuing in this position.

Jeanne Reilly, middle school social studies long term substitute beginning January 14, 2021 and continuing for the remainder of the 2020-21 school year only. Base salary is \$53,182 (B, Step 1), which will be prorated for the number of days worked.

Terilyn Snyder, elementary special education long term substitute, beginning January 4, 2021 and continue for the remainder of the 2020-21 school year. Base salary is \$53,182 (B, Step 1), which will be prorated for the number of days worked. Mrs. Snyder is replacing Amber Krisukas, who will be on maternity leaving during this time.

Part Time Paraprofessional

5. Approve Elizabeth Meadows as part time instructional paraprofessional 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.

Health Sabbatical Requests

6. Approve the following health sabbatical requests:

Robyn Heppenheimer, high school English teacher, beginning January 14, 2021 and continue for the remainder of the 2020-21 school year.

Melissa Janis, middle school speech and language teacher, extension of current health sabbatical. Mrs. Janis was to return December 23, 2020 and will now return on March 3, 2021.

Eugenia Miller, high school English teacher, beginning January 14, 2021 and continue for the remainder of the 2020-21 school year.

Unpaid Medical Leave

7. Approve the following unpaid medical leave:

Cynthia Kichline, Food Service, beginning January 26, 2021 she anticipates she will return February 1, 2021 or when her doctor releases her.

Unpaid Days

8. Approve January 15 & 19, 2021 as unpaid days for Deborah Panariello. She will be taking her last personnel day on January 14, 2021.

Mentor

9. Approve the following mentor for the 2020-2021 school year. Salary for mentor is per the current professional agreement which will be prorated.

Mentor
Courtney Best

Inductee
Terilyn Snyder (elementary special education LTS)

Family First Coronavirus Response Act Leaves

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

Jennifer Campbell, kindergarten teacher – November 30, 2020 through December 11, 2020. She returned on December 14, 2020.

Shannan Clayton, third grade LTS teacher – December 16, 2020 through December 21, 2020. She returned on December 22, 2020.

Tami Coughlan, third grade teacher – December 14, 2020 through December 17, 2020. She returned on December 18, 2020.

Kellie King, third grade teacher – December 4, 2020 through December 14, 2020. She returned on December 15, 2020.

Andrew Koch, high school science teacher – December 9, 2020 through December 17, 2020. He returned on December 18, 2020.

Kristen Knoble, fourth grade teacher – November 30, 2020 through December 11, 2020. She returned on December 14, 2020.

Katie Laudenslager, high school math teacher – December 1, 2020 through December 11, 2020. She returned on December 14, 2020.

Martin Lewis, high school special education teacher – December 1, 2020 through December 10, 2020. He returned on December 11, 2020.

Lori Ross, middle school family and consumer science teacher – December 7, 2020 through December 25, 2020. She returned on January 4, 2021.

Amber Sams, high school librarian – December 7, 2020 through December 10, 2020. She returned on December 11, 2020.

Philip Sams, high school physical education teacher – December 2, 2020 through December 9, 2020. He returned on December 10, 2020.

Arianne Schnalzer, elementary art teacher – November 23, 2020 through November 24, 2020. She returned on November 25, 2020.

Ashley Yestrumskas, high school science teacher – December 14, 2020 through December 16, 2020. She returned on December 17, 2020.

Dedicated Day to Day Substitute

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

Logan Hanley – High School – effective January 19, 2021

Memorandum of Understanding – Musical Theater Stipends

12. Approve the Memorandum of Understanding with the Saucon Valley Education Association involving co-curricular stipends in various musical positions.

Memorandum of Understanding – Long Term Substitutes

13. Approve the Memorandum of Understanding with the Saucon Valley Education Association involving Long Term Substitutes for the remainder of the 2020-2021 school year.

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

C. Facilities

Items/Projects for Discussion

- A. Facilities Committee Summary – December 13, 2020

Surplus/Obsolete

1. Approve the attached list of Surplus/Obsolete items.

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

D. Finance

2021-2022 Budget Timeline for the 2019-2020 School Year

February 28, 2021 (110 days prior to primary election) - *District Deadline* to have the 2021-22 Proposed Preliminary Budget available for public inspection; or adopt a Resolution not to raise the rate of any tax by more than its index.

February 2, 2021 (5 days after Resolution adoption) – *District Deadline* to submit adopted Resolution and proposed tax rate increases to the Department of Education.

February 7, 2021 (10 days prior to Preliminary Budget adoption deadline) – *District Deadline* to give public notice of intent to adopt the 2021-2022 Preliminary Budget unless a Resolution was adopted indicating that it will not raise the rate of any tax by more than its index.

February 17, 2021 (90 days prior to primary election) – *District Deadline* to adopt the 2021-2022 Preliminary Budget unless a Resolution was adopted.

February 22, 2021 (85 days prior to primary election) – *District Deadline* to submit the 2021-2022 Preliminary Budget containing proposed tax rate increases to the Department of Education.

May 31, 2021 - *District Deadline* to adopt the 2021-2022 proposed final budget and upload the signed Certification of Use of PDE-2028 into the Consolidated Financial Reporting System application.

June 10, 2021 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2021-2022 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2021 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2021-2022 final budget.

Items/Projects for Discussion

- A. Finance Committee Summary – December 23, 2020

Recommendations for Approval

Business Mileage Rate

1. Approve the federal standard business mileage rate from 57.5 cents per mile to 56 cents per mile beginning January 1, 2021, in accordance with the Saucon Valley Education Association Professional Contract and the Administrative Employment Agreement.

Repair of Campus Roof *

2. Approve the repair of a section of the Campus roof with the cost not to exceed \$50,000.00; funds will be coming from Capital Reserve.

Theater License

3. Approve the contract with Musical Theater International for a license to put on a production of "Little Women" pending review and approval of solicitor.

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

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 and Shamim Pakzad

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 ~

January 26, 2021 – 7 pm – Business Meeting – TBA

February 9, 2021 – 7 pm – Business Meeting – TBA

February 23, 2021 – 7 pm – Business Meeting – TBA

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.

The Annual Reorganization Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, December 1, 2020 via an online Zoom meeting. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Tracy Magnotta, Sandra Miller, Shamim Pakzad and Shawn Welch. Also present were Dr. Craig Butler, Superintendent, David Bonenberger, Board Secretary, and Mark Fitzgerald, District Solicitor.

I. **Call to Order** at 7:10pm – David Bonenberger, Board Secretary

II. **Pledge of Allegiance**

III. **Notice of the Organization Meeting** – Mark Fitzgerald, District Solicitor

IV. **Comments of the Public** - None

V. **Nominations for and Election of a Temporary President**

Director Pakzad nominated Director Eichfeld as temporary President. Director Baxter seconded the nomination. Vote: 9-yes, 0-no

VI. **Nominations for a President**

Director Pakzad nominated Director Baxter to serve as Board President for a one-year term ending December, 2021.

Vote: 9-yes, 0-no

Susan Baxter will serve as the Board President for a one-year term ending December, 2021.

VII. **Nominations for a Vice President**

Director Dettmar nominated Director Pakzad to serve as Board Vice-President for a one-year term ending December, 2020.

Vote: 9-yes, 0-no

Dr. Shamim Pakzad will serve as the Board Vice-President for a one-year term ending December, 2021.

VIII. **Election of Board Representatives**

Bethlehem Area Vocational Technical School – Three Year Term

Director Cedric Dettmar and Bryan Eichfeld are the BAVTS Representatives for a three-year term ending December, 2022.

PSBA Legislative Representatives

Director Pakzad nominated Director Sandra Miller and Director Shamim Pakzad to serve as PSBA Legislative Representatives for a one-year term ending December, 2021.

Vote: 9-yes, 0-no

Sandra Miller and Dr. Shamim Pakzad are the PSBA Legislative Representatives for a one-year term ending December, 2021.

Colonial Northampton Intermediate Unit #20 – Three Year Term

Sandra Miller is serving a 3-year term from 7/1/18 to 6/30/21

Saucon Valley Partnership Representatives (COG)

Director Pakzad nominated Director Michael Karabin and Director Shamim Pakzad to serve as District Representatives for the Saucon Valley Partnership and the rest of the Board to serve as alternates for a one-year term to December, 2021.

Vote: 9-yes, 0-no

Michael Karabin and Dr. Shamim are the Board Representatives to the Saucon Valley Partnership for a one-year term ending December, 2021.

Chamber of Commerce Representative

Director Eichfeld nominated Director Michael Karabin to serve as District Representative for the Chamber of Commerce for a one-year term to December, 2021.

Vote: 9-yes, 0-no

Michael Karabin is the Board Representative to the Chamber of Commerce for a one-year term ending December, 2021.

Saucon Valley Foundation for Educational Innovation Representative

Director Dettmar nominated Director Tracy Magnotta to serve as District Representative for the SVFEI for a one-year term to December, 2021.

Vote: 9-yes, 0-no

Tracy Magnotta is the Board Representative to the SVFEI for a one-year term ending December, 2021.

Northampton Community College - Board of Trustees

Susan Baxter is serving a 3-year term from 7/1/17 to 6/30/20

TCC Delegates

Director Miller nominated Cedric Dettmar with David Bonenberger and Gina DiNino as alternates to serve as TCC Delegates.

Vote: 9-yes, 0-no

Director Cedric Dettmar is the Board Representative to the TCC with David Bonenberger and Gina DiNino as the alternates for a one-year term ending December, 2021.

Bethlehem Area Vocational Technical School Authority

Director Miller nominated Cedric Dettmar to serve as BAVTS Authority representative until January 2026.

Vote: 9-yes, 0-no

Director Cedric Dettmar is the Board Representative to the BAVTS Authority with the term ending January, 2020. Director Bryan Eichfeld is currently a representative until January 2023.

IX. Approval of Time and Place of School Board Meetings

The Board of School Directors of the Saucon Valley School District will meet at 7 pm. on the second and fourth Tuesdays of each month. The Board will continue to hold meetings via the ZOOM virtual platform until such time as the board determines meetings can be held in person. The board reserves the right to determine the location of such meetings and whether the ZOOM virtual platform will be utilized at that point. All meetings, regardless of medium shall conform to the requirements of the Pennsylvania Sunshine Act. All meetings will be held for the purpose of conducting business.

Tuesday, January 12, 2021	Tuesday, January 26, 2021
Tuesday, February 9, 2021	Tuesday, February 23, 2021
Tuesday, March 9, 2021	Tuesday, March 23, 2021
Tuesday, April 13, 2021	Tuesday, April 27, 2021
Tuesday, May 11, 2021	Tuesday, May 25, 2021
Tuesday, June 8, 2021	Tuesday, June 22, 2021
Tuesday, July 27, 2021	Tuesday, August 10, 2021
Tuesday, August 24, 2021	Tuesday, September 14, 2021
Tuesday, September 28, 2021	Tuesday, October 12, 2021
Tuesday, October 26, 2021	Tuesday, November 9, 2021
Tuesday, November 23, 2021	Tuesday, December 21, 2021
Tuesday, December 7, 2021 – Reorganization Meeting/Business Meeting	

Director Dettmar, seconded by Director Magnotta moved to approve the time and place for the school board meetings. Vote: 9-yes, 0-no

X. Authorization of the Use of the Signature Stamp until a New One is Received

The President requests a motion to authorize the use of the existing signature stamp until a new one is prepared reflecting the Board's new officers.

Director Welch, seconded by Director Eichfeld moved to authorize the use of the existing Signature Stamp until a new one is received. Vote: 9-yes, 0-no

XI. Comments from the Board – None

XII. Comments from the Superintendent – Dr. Butler congratulated Directors Baxter and Pakzad on their election to office and stated he is eager to work with the board.

XII. **Comments from the Public – None**

XIV. **Adjourn Meeting**

Director Eichfeld, seconded by Director Welch moved to adjourn the Reorganization Meeting.

Vote: 9-yes, 0-no

7:21PM

ATTEST: _____
Secretary

President

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, December 1, 2020 via an online Zoom meeting, immediately following the annual reorganizational meeting. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Tracy Magnotta, Sandra Miller, Dr. Shamim Pakzad 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** – 7:21 pm - *Susan Baxter, President, presiding*
- II. **Motion to Approve Agenda** – Director Miller, seconded by Director Eichfeld moved to approve the agenda. Vote: 9-yes, 0-no
- III. **Announcement of Executive Session** – December 1, 2020
- IV. **Approval of Minutes** – Director Miller, seconded by Director Dettmar moved to approve the minutes of November 10, 2020. Vote: 9-yes, 0-no
- V. **Recognition** – None
- VI. **Presentation** –None
- VII. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent*
Dr. Butler thanked the staff for working this week on the virtual platform.
- VIII. **Courtesy of the Floor to Visitors** – None
- IX. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$829,797.53
 - B. Cafeteria Expenditures – \$24,169.62
 - C. Health Benefits – \$420,095.59
 - 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
- X. **Treasurer’s Report** – *Cedric Dettmar/David Bonenberger*
 - A. Cash Investment and Bond Activity
 - B. Condensed Board Summary Report
 - C. Capital Project Finance Report – None
 - D. Budget Transfers – \$175.00
 - E. Middle School Activity Report – October 31, 2020
 - F. High School Activity Report – October 31, 2020
 1. Approve the above Treasurer’s Report.Director Dettmar, seconded by Director Welch moved to approve the Treasurer’s Report. Vote: 9-yes, 0-no

A. Education

A. Academic and Personnel Committee Minutes – November 17, 2020

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

Director Karabin, seconded by Director Miller moved to approve Education Item #1.
Vote: 9-yes, 0-no

2. Approve the changes to the Health and Safety Plan.

Director Miller, seconded by Director Eichfeld moved to approve Education Item #2.
Vote: 9-yes, 0-no

B. Personnel

1. Approve the resignation of Matthew Shaw, high school English teacher, effective November 16, 2020.
2. Approve the resignation of Tricia DeJonge, food service, effective November 30, 2020.

Director Eichfeld, seconded by Director Welch moved to approve Personnel Items 1 & 2.
Vote: 8-yes, 1-no (Miller for #1 only)

Director Miller voted no on #1. She feels we need to be more flexible on how teachers teach during a pandemic.

3. Approve the following Family Medical Leave:
Lori Ross, middle school consumer science teacher, beginning November 24, 2020 and continue on a day to day basis for the remainder of the 2020-21 school year.
4. Approve the following Family First Coronavirus Response Act leaves:
Kelly Boushell, middle school science teacher – November 30, 2020 through December 23, 2020. She will return on January 4, 2021.
Amanda Brady, middle school language arts – November 18, 2020 through November 20. She did return on November 23, 2020.

Danielle Lewis, elementary gifted teacher – November 18, 2020 through November 19, 2020. She did return on November 20, 2020.

Maura Matuczinski, middle school special education teacher – November 30, 2020 through December 18, 2020. She will return on December 21, 2020.

Dana Russo, middle school special education teacher – extending her leave through December 23, 2020. She was to return November 23, 2020. She will now return on January 4, 2021.

Courtney Best, elementary special education teacher – December 1, 2020 through December 8, 2020. She will return on December 9, 2020.

Jade Gery, kindergarten teacher – November 30, 2020 through December 11, 2020. She will return on December 14, 2020.

Amy Pulli, second grade teacher – December 2, 2020 through December 8, 2020. She will return on December 9, 2020.

5. 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.
Tricia DeJonge
Christopher Moughan
Hope Stillwell
6. Approve transferring Mark Goldfeder from part time to full time effective December 7, 2020. Mr. Goldfeder is replacing Donald Zettlemoyer, who retired.
7. Approve the following medical leave:
Robyn Heppenheimer, high school English teacher, is extending her medical leave through January 8, 2021. She was to return November 17, 2020. She will now return on January 11, 2021.
8. Approve the following medical and unpaid leave:
Kelly Zawodny, elementary school paraprofessional will be on a medical and unpaid leave from October 26 through approximately January 21, 2021. FMLA will run concurrently with her paid time off. She is also requesting an unpaid leave from January 4, 2021 until approximately January 21, 2021.
Debra FaRannte, food service, an unpaid medical leave for the 2020-21 school year.

9. Approve the following long term substitutes:
 Melissa Miller, high school English substitute, beginning November 16, 2020 and continue through end of the first semester. Base salary is \$53,182 (B, Step 1), which will be prorated for the number of days worked. Ms. Miller is replacing Matthew Shaw, who will recently resigned.

 Michael Yoder, high school English substitute, beginning November 12, 2020 and continue through January 8, 2021. Base salary is \$53,182 (B, Step 1), which will be prorated for the number of days worked. Mr. Yoder is replacing Robyn Heppenheimer, who will be on medical leave during this time.

Director Miller, seconded by Director Welch moved to approve Personnel Items #3 - 9.
 Vote: 9-yes, 0-no

10. Approve the ratification of support staff furloughs due to school closure and lack of work from November 30, 2020 through December 4, 2020 for the following employees:

Brenda Bohlen	Cynthia Kichline
Susan Adams	Annette Kacerik
Lisa Shive	Bonnie Hrinkevich
Lisa DiRusso	David Rasich
Terrienne Strunk	Tammie Sandt
Helen Ziegler	Margaret Miller
Sonja Miller	MaryBeth Jacavage
Tammy Kuronya	Thomas Szulborski
David Coyle	Richard Seeds
Richard Hacker	David Hall
Lisa Klotz	Steve Magan
Brianna Reed	Emmanuel Rosa
David Sell	Diana Seeds

Director Eichfeld, seconded by Director Welch moved to approve Personnel Item #10.
 Vote: 8-yes, 1-no (Miller)

Director Miller would like administration to be more available to find ways to use these employees.

11. Approve the second and final reading of the following job description:
Assistant to the Superintendent
12. Approve the following mentor for the 2020-2021 school year. Salary for mentor is per the current professional agreement which will be prorated.

<u>Mentor</u>	<u>Inductee</u>
Lindsay Steiner	Shannan Clayton (first grade LTS)

Director Miller, seconded by Director Eichfeld moved to approve Personnel Items #11 & 12. Vote: 9-yes, 0-no

13. Approve the following 2020-21 winter coaches. (*See NOTE below)

Boys Basketball

Todd Lipp - Head Coach - \$7,467
 Martin Lewis - Assist. Coach - \$5,226
 Michael Kiak - Assist. Coach - \$3,731
 Scott Albert - Jr. High Head Coach - \$2,985
 Dan Miller - Jr. High Assist. Coach - \$828
 Cody Zrinski - MS Boys Basketball Head Coach - \$2,991
 Greg Best - MS Assist. Coach - \$2,623

Girls Basketball

Kathy Davidowich - Head Coach - \$7,467
 Tammi Johnston - Assist. Coach - \$5,526
 Michael Petruny - Assist. Coach - \$3,731
 Briana Hart - Jr. High Head Coach - \$2,985
 Matt Davidowich - MS Head Coach - \$2,991
 Brooke Santy - MS Assist. Coach - \$2,623

Swimming

Ed Kolosky - Head Coach - \$5,226
 Sean Fenoff - Assist. Swimming - \$3,715

Wrestling

Chad Shirk - Head Coach - \$7,467
 Don Rohn - Assist. Coach - \$5,226
 Andrew Koch - Jr. High Head Coach - \$4,106
 Bryan Israel - Jr. High Assist. Coach - \$3,678
 Thomas Rohn - Assist. Coach - Volunteer
 Kent Lane II - Assist. Coach - Volunteer
 Ben Chunko - Assist. Coach - Volunteer

Cheerleading

KristiJoy Fedorowicz - Head Coach - \$2,985
 Tara Baier - Assist. Coach - \$1,989
 Evangelia Kouros - MS Head Coach - \$2,239

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.

Director Miller, seconded by Director Karabin moved to approve Personnel Item #13. Vote: 9-yes, 0-no

Director Baxter asked what we are doing about mask wearing. Athletic Director Frey said it is required for all sports except swimming.

14. Approve the following 2020-21 substitute teacher(s):

Ed Kolosky – Elementary

Amanda UeckerMiernicki – Social Studies

Director Miller, seconded by Director Eichfeld moved to approve Personnel Item #14.

Vote: 9-yes, 0-no

C. Facilities

A. Facilities Committee Summary – November 18, 2020

No Reports or Recommendations

D. Finance

2021-2022 Budget Timeline for the 2019-2020 School Year

February 28, 2021 (110 days prior to primary election) - *District Deadline* to have the 2021-22 Proposed Preliminary Budget available for public inspection; or adopt a Resolution not to raise the rate of any tax by more than its index.

February 2, 2021 (5 days after Resolution adoption) – *District Deadline* to submit adopted Resolution and proposed tax rate increases to the Department of Education.

February 7, 2021 (10 days prior to Preliminary Budget adoption deadline) – *District Deadline* to give public notice of intent to adopt the 2021-2022 Preliminary Budget unless a Resolution was adopted indicating that it will not raise the rate of any tax by more than its index.

February 17, 2021 (90 days prior to primary election) – *District Deadline* to adopt the 2021-2022 Preliminary Budget unless a Resolution was adopted.

February 22, 2021 (85 days prior to primary election) – *District Deadline* to submit the 2021-2022 Preliminary Budget containing proposed tax rate increases to the Department of Education.

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June 10, 2021 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2021-2022 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2021 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2021-2022 final budget.

A. Finance Committee Summary – November 11, 2020

1. Motion to approve the awarding of the contract to replace the Cooling Tower to ASL Mechanical in the amount of \$ 221,045.00 for Base Bid and Alternate #1 to be funded out of Capital Reserve.

Director Eichfeld, seconded by Director Karabin moved to approve Finance Item #1.

Vote: 9-yes, 0-no

2. Approve the commitment of \$8,460,313 by the Board of Director from the fund balance of the General Fund of which \$2,937,313 is for PSERS, post-retirement costs per GASB 45 in the amount of \$3,234,000; \$289,000 reserve for health care benefits, and Capital Improvements/Replacement in the amount of \$2,000,000 retroactive to June 30, 2020.

Director Miller, seconded by Director Karabin moved to approve Finance Item #2.

Vote: 9-yes, 0-no

3. Approve Resolution 2021-22 which states that the Saucon Valley School District will not increase any school district tax for the 2021-22 school year at a rate that exceeds the Index of 3% as calculated by the Pennsylvania Department of Education.

Director Karabin, seconded by Director Dettmar moved to approve Finance Item #3.
Vote: 9-yes, 0-no

4. Approve the Seamless Summer Option Food Service Program extended waiver to provide free breakfast and lunch to all children, under 18 years of age, in the Saucon Valley School District until the end of the 2020-2021 school year.

Director Miller, seconded by Director Karabin moved to approve Finance Item #4.
Vote: 9-yes, 0-no

5. Authorization for administration and District solicitor to negotiate an agreement with PAPCO for the 2019-2020 unused 87 octane gallons payoff.

Director Dettmar, seconded by Director Welch moved to approve Finance Item #5.
Vote: 9-yes, 0-no

- E. Community Outreach – SV Partnership – Michael Karabin and Shawn Welch**
- F. Bethlehem Area Vo-Tech School – Bryan Eichfeld and Cedric Dettmar**
(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 and Shamim Pakzad**
- 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 - None**
- M. Old Business – None**

XI. Citizens' Inquiries and Comments –

N. Spirk – Commented that she was not sure of the intent of the email that was sent out District wide. Teachers should be allowed to work from home when the schools are virtual. Asked about the teacher that resigned, did anyone ask him why he resigned.

R. Kachmar – Spoke on behalf of Matt Shaw. He would still be on staff if we would have had a different instructional model.

M. Salgado – Spoke about many concerns he has including: Covid-19, posting for the Spanish Immersion teacher, emails sent to parents regarding teachers that are absent each day, protocol for individuals waiting test results from Covid-19 tests.

XII. Announcements

Future Meetings ~

To be determined

XIII. Motion to Adjourn Meeting

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

Vote: 9-yes, 0-no

7:58 pm

ATTEST: _____

Secretary

President

Fund Accounting Check Summary

PLGIT GENERAL - From 11/26/2020 To 01/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056482	NORTHWEST TRI COUNTY IU	PROF ED EMP TRN & DVLP.....		100.00
00056483	HUGH O'BRIAN YOUTH LEADERSHIP	DUES & FEES.....		225.00
00056484	NORTHEAST JANITORIAL SUPPLY	GENERAL SUPPLIES.....		1,407.60
00056485	TRIARCO ARTS & CRAFTS	GENERAL SUPPLIES.....		3,769.80
00056486	ABLE EQUIPMENT RENTAL, INC.	REPAIRS & MAINT SVCS.....		350.00
00056487	AHOLD FINANCIAL SERVICES	GENERAL SUPPLIES.....		158.12
00056488	ALBARELL ELECTRIC, INC	REPAIRS & MAINT SVCS.....		80.00
00056489	AMAZON	GENERAL SUPPLIES.....		1,077.93
00056490	APPLE, INC.	GENERAL SUPPLIES.....		51,355.50
00056491	BAVTS	TUITION TO AREA VO-TECH.....		16,620.00
00056492	BLAIR CONTRACTING	REPAIRS & MAINT SVCS.....		8,400.00
00056493	BRANDYWINE LEHIGH TRANSPORTATION	DUES & FEES.....		50.00
00056494	BSN SPORTS, LLC	GENERAL SUPPLIES.....		2,211.08
00056495	CHRIN HAULING, INC	DISPOSAL SERVICES.....		547.25
00056496	CINTAS CORPORATION-#101	LAUNDRY/LINEN/DRY CLEAN.....		30.00
00056497	CIRCLE OF SEASONS CHARTER SCHOOL	TUITION TO PA CHARTER.....		6,603.77
00056498	COMMUNICATION SYSTEMS, INC.	REPAIRS & MAINT SVCS.....		1,050.00
00056499	J.C. EHRLICH CO., INC.	REPAIRS & MAINT SVCS.....		247.00
00056500	ENERGY EQUIPMENT CONTROLS, INC.	GENERAL SUPPLIES.....		318.71
00056501	FIRST	GENERAL SUPPLIES.....		1,886.00
00056502	GENERAL HEALTHCARE RESOURCES, LLC	OTHER PROFESSIONAL SVC.....		2,415.00
00056503	HANSSSEN, MIKE	EDUC SOFT & LIC.....		20.99
00056504	HEINEMANN	BOOKS AND PERIODICALS.....		1,450.00
00056505	J.W. PEPPER & SON INC.	GENERAL SUPPLIES.....		1,141.78
00056506	JASON D. STEM	LAWN CARE SERVICES.....		1,540.00
00056507	JOHNSON CONTROLS FIRE PROTECTION LP	REPAIRS & MAINT SVCS.....		50,035.86
00056508	JOHNSTONE SUPPLY	GENERAL SUPPLIES.....		37.50
00056509	KEYSTONE COLLECTIONS GROUP	OFFICE ADMIN/SERV.....		1,339.00
00056510	LOWE AND MOYER GARAGE, INC.	GENERAL SUPPLIES.....		1,088.70
00056511	MICROBAC LABORATORIES, INC.	REPAIRS & MAINT SVCS.....		59.45
00056512	MUSIC & ARTS	REPAIRS & MAINT SVCS.....		125.00
00056513	MUSIC IN MOTION	GENERAL SUPPLIES.....		36.00
00056514	NORTH EAST PARTS GROUP, LLC.	GENERAL SUPPLIES.....		522.45

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 11/26/2020 To 01/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056515	JOHN MCCABE	DUES & FEES.....		500.00
00056516	NORTHAMPTON COMMUNITY COLLEGE	TUITION TO COMM COLLEGE.....		22,911.42
00056517	NORTHEAST JANITORIAL SUPPLY	GENERAL SUPPLIES.....		56.25
00056518	PACIFIC TELEMAGEMENT SVCS	COMMUNICATIONS.....		267.18
00056519	NSAN, INC.	EDUC SOFT & LIC.....		1,049.00
00056520	PENNSYLVANIA MUSIC EDUCATORS-PMEA	DUES & FEES.....		142.00
00056521	POWERSCHOOL GROUP LLC	DUES & FEES.....		1,500.00
00056522	PRAXAIR DISTRIBUTION, INC.	GENERAL SUPPLIES.....		125.07
00056523	QUAKER CITY PAPER	GENERAL SUPPLIES.....		4,620.00
00056524	RESILITE SPORTS PRODUCTS, INC.	GENERAL SUPPLIES.....		929.77
00056525	ROHRER BUS SALES INC.	GENERAL SUPPLIES.....		190.71
00056526	SEVEN GENERATIONS CHARTER SCHOOL	TUITION TO PA CHARTER.....		16,688.14
00056527	ST. LUKE'S HOSPITAL	OTHER PROFESSIONAL SVC.....	D & A SCREENING.....	347.00
00056528	TC READING AND WRITING PROJECT	PROF ED EMP TRN & DVLP.....		650.00
00056529	TRISTATE HVAC EQUIPMENT	REPAIRS & MAINT SVCS.....		7,035.00
00056530	YORK GRAPHIC SERVICES CO	GENERAL SUPPLIES.....		382.07
00056531	UNITED ELECTRIC SUPPLY CO., INC.	GENERAL SUPPLIES.....		22.56
00056532	XEROX CORP.	RENTAL OF EQUIPMENT.....		9,227.63
00056533	Zoll Medical Corporation	GENERAL SUPPLIES.....		255.56
00056534	INVESCO	CLERICAL.....		2,767.50
00056535	PA. DEPARTMENT OF AGRICULTURE	DUES & FEES.....	CHECK VOIDED 12/7/2020	----- 10.00
00056536	COMMONWEALTH OF PA	DUES & FEES.....		10.00
00056537	COMMONWEALTH OF PA	DUES & FEES.....		35.00
00056538	SAVVAS LEARNING COMPANY LLC	EDUC SOFT & LIC.....		1,574.10
00056539	ABA SUPPORT SERVICES, LLC	OTHER PROFESSIONAL SVC.....		100.00
00056540	AFLAC	AFLAC W/H.....		165.30
00056541	AGORA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		4,082.67
00056542	AHOLD FINANCIAL SERVICES	GENERAL SUPPLIES.....		291.10
00056543	AMAZON	GENERAL SUPPLIES.....		686.55
00056544	AMERICAN RED CROSS	DUES & FEES.....		60.00
00056545	ARTS ACADEMY CHARTER SCHOOL	TUITION TO PA CHARTER.....		5,343.22
00056546	ARTS ACADEMY ELEMENTARY	TUITION TO PA CHARTER.....		4,082.67

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

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Fund Accounting Check Summary

PLGIT GENERAL - From 11/26/2020 To 01/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	CHARTER SCHOOL			
00056547	BAVTS	TUITION TO AREA VO-TECH.....		33,240.00
00056548	CANTELMIS	GENERAL SUPPLIES.....		31.61
00056549	CHRIN HAULING, INC	DISPOSAL SERVICES.....		425.00
00056550	COLONIAL INTERMEDIATE UNIT #20	PRO- ED SVCS - IUS.....		62,009.56
00056551	COMMONWEALTH CHARTER ACADEMY	TUITION TO PA CHARTER.....		37,759.98
00056552	CRYSTAL SPRINGS	GENERAL SUPPLIES.....		255.03
00056553	DIEHL, PAT	DUES & FEES.....		75.00
00056554	Dr. R. Ketterer Charter School, Inc.	TUITION TO PA CHARTER.....		3,010.24
00056555	E.F. Siegfried, LLC	GENERAL SUPPLIES.....		164.43
00056556	EASTON ARTS ACADEMY	TUITION TO PA CHARTER.....		1,260.55
	ELEMENTARY CHARTER SCHOOL			
00056557	EXECUTIVE EDUCATION ACADEMY	TUITION TO PA CHARTER.....		5,041.13
	CHARTER SCHOOL			
00056558	FOLEY, INCORPORATED	GENERAL SUPPLIES.....		843.66
00056559	FOX ROTHSCHILD, LLP	OTHER PROFESSIONAL SVC.....		5,250.00
00056560	FRANCE, ANDERSON, BASILE AND COMPANY, P.C.	OTHER PROFESSIONAL SVC.....		5,820.00
00056561	GENERAL HEALTHCARE RESOURCES, LLC	OTHER PROFESSIONAL SVC.....		3,050.25
00056562	GREATER LEHIGH VALLEY CHAMBER OF COMMERCE	DUES & FEES.....		424.00
00056563	HILLYARD - DELAWARE VALLEY	REPAIRS & MAINT SVCS.....		579.50
00056564	HYDRA-NUMATIC SALES CO.	REPAIRS & MAINT SVCS.....		223.00
00056565	J.W. PEPPER & SON INC.	GENERAL SUPPLIES.....		107.50
00056566	KEYSTONE COLLECTIONS GROUP	BERKHEIMER GARN W/H.....	OFFICE ADMIN/SERV.....	389.50
00056567	KISTLER O'BRIEN	REPAIRS & MAINT SVCS.....		318.79
00056568	LANGUAGE LINE SERVICES	OTHER PROFESSIONAL SVC.....		178.52
00056569	LEHIGH LEARNING ACADEMY	TUITION TO NON-PUBLIC.....		2,286.00
00056570	LEHIGH VALLEY ACADEMY CHARTER SCHOOL	TUITION TO PA CHARTER.....		47,486.87
00056571	LEHIGH VALLEY DUAL LANGUAGE CHARTER SCHOOL	TUITION TO PA CHARTER.....		2,521.10
00056572	LEHIGH VALLEY SCHOOL FACILITIES MANAGERS	DUES & FEES.....		20.00
00056573	LINCOLN LEADERSHIP ACADEMY	TUITION TO PA CHARTER.....		3,781.64

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- Payables within Check

P - Prenote

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Fund Accounting Check Summary

PLGIT GENERAL - From 11/26/2020 To 01/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	CHARTER SCHOOL			
00056574	LOWE'S	GENERAL SUPPLIES.....		474.99
00056575	MICROBAC LABORATORIES, INC.	REPAIRS & MAINT SVCS.....		59.45
00056576	NORTHAMPTON COUNTY TAX COLLECTION DISTRICT	DUES & FEES.....		455.00
00056577	NCS PEARSON , INC.	GENERAL SUPPLIES.....		135.00
00056578	PEDIATRIC THERAPEUTIC SERVICES, INC.	OTHER PROFESSIONAL SVC.....		16,547.66
00056579	PENNSYLVANIA DISTANCE LEARNING CHARTER SCHOOL	TUITION TO PA CHARTER.....		5,343.22
00056580	PCSA MEMBERSHIP SERVICES	DUES & FEES.....		60.00
00056581	PPL ELECTRIC UTILITIES	ELECTRICITY.....		3,340.24
00056582	PRAXAIR DISTRIBUTION, INC.	GENERAL SUPPLIES.....		133.97
00056583	REACH CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		16,387.13
00056584	ROHRER BUS SALES INC.	GENERAL SUPPLIES.....		67.26
00056585	SALTSoftware	EDUC SOFT & LIC.....		154.70
00056586	SAY IT RIGHT	BOOKS AND PERIODICALS.....		67.37
00056587	SEVEN GENERATIONS CHARTER SCHOOL	TUITION TO PA CHARTER.....		11,645.96
00056588	SOCIAL STUDIES SCHOOL SERVICE	GENERAL SUPPLIES.....		75.48
00056589	SPANGLER & BOYER MECHANICAL, INC.	REPAIRS & MAINT SVCS.....		1,195.00
00056590	STOTZ & FATZINGER OFF.SUPPLY	GENERAL SUPPLIES.....		126.51
00056591	SUPERIOR BUSINESS SOLUTIONS	GENERAL SUPPLIES.....		90.62
00056592	Shawnee Scientific Press	GENERAL SUPPLIES.....		1,067.00
00056593	THE CAMPHILL SCHOOL, INC.	TUITION TO NON-PUBLIC.....		6,673.66
00056594	THE MORNING CALL, INC.	ADVERTISING.....		106.92
00056595	THE PENNSYLVANIA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		28,277.62
00056596	UGI SOUTH	NATURAL GAS.....		8,333.32
00056597	VERIZON WIRELESS	REPAIRS & MAINT SVCS.....		2,235.69
00056598	XEROX CORP.	RENTAL OF EQUIPMENT.....		2,367.55
00056599	YOURSASH	GENERAL SUPPLIES.....		177.00
00056600	AHOLD FINANCIAL SERVICES	GENERAL SUPPLIES.....		311.79
00056601	AMANDA HOLVEK	TUITION REIMBURSEMENT.....		1,548.00
00056602	AMAZON	GENERAL SUPPLIES.....		266.30
00056603	Achievement House Cyber	TUITION TO PA CHARTER.....		1,260.55

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- Payables within Check

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Fund Accounting Check Summary

PLGIT GENERAL - From 11/26/2020 To 01/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056604	Charter School BEHAVIORIAL HEALTH ASSOCIATES	PROF ED SRV OTHR ED AG.....		1,552.95
00056605	BUXMONT ACADEMY	TUITION TO NON-PUBLIC.....		3,054.25
00056606	CALHOUN ASSOCIATES INC.	GENERAL SUPPLIES.....		1,984.05
00056607	CARBON-LEHIGH I.U. #21	PRO- ED SVCS - IUS.....		450.00
00056608	CARDMEMBER SERVICE	DUES & FEES.....		5.00
00056609	CHRIN HAULING, INC	DISPOSAL SERVICES.....		1,967.84
00056610	CINTAS CORPORATION-#101	LAUNDRY/LINEN/DRY CLEAN.....		30.00
00056611	COOPER ELECTRIC SUPPLY CO.	GENERAL SUPPLIES.....		8.27
00056612	Coyle, Lynch and Company	OTHER PROFESSIONAL SVC.....		1,500.00
00056613	DANIEL C. KIRIPOSKI, INC.	RENTAL OF EQUIPMENT.....		273.50
00056614	DEWEY FIRE COMPANY E.M.S.	OTHER PROFESSIONAL SVC.....		175.00
00056615	FOX ROTHSCHILD, LLP	OTHER PROFESSIONAL SVC.....		16,880.00
00056616	GENERAL HEALTHCARE RESOURCES, LLC	OTHER PROFESSIONAL SVC.....		2,205.00
00056617	HEMPFIELD SCHOOL DISTRICT	TUITION TO OTHER LEA.....		1,393.08
00056618	HOBBY LOBBY STORES, INC.	GENERAL SUPPLIES.....		791.07
00056619	INSIGHT PA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		5,042.19
00056620	JOHNSTONE SUPPLY	GENERAL SUPPLIES.....		272.68
00056621	KELLY WEHR	TUITION REIMBURSEMENT.....		1,761.00
00056622	MICROBAC LABORATORIES, INC.	REPAIRS & MAINT SVCS.....		59.45
00056623	NORTH EAST PARTS GROUP, LLC.	GENERAL SUPPLIES.....		71.32
00056624	PENNSYLVANIA ASSOCIATION OF	PROF ED EMP TRN & DVLP.....		75.00
00056625	ProShred Security Philadelphia	REPAIRS & MAINT SVCS.....		748.00
00056626	ROBERT FREY	PROF ED EMP TRN & DVLP.....		125.00
00056627	Roberts Oxygen Co., Inc	GENERAL SUPPLIES.....		103.33
00056628	SCHOOL BUS PARTS COMPANY	GENERAL SUPPLIES.....		99.30
00056629	SUN LIFE ASSURANCE COMPANY OF CANADA	ASSURANT VOL LIFE W/H.....		1,416.77
00056630	SUPPRESSION SYSTEMS INC.	REPAIRS & MAINT SVCS.....		735.00
00056631	Saucon True Value	GENERAL SUPPLIES.....		354.05
00056632	Sheet Music Plus	GENERAL SUPPLIES.....		100.87
00056633	TELEMEDICINE MANAGEMENT, INC.	GROUP INSURANCE.....		1,435.00
00056634	TRANE U.S., INC.	REPAIRS & MAINT SVCS.....		485.00
00056635	Turing Tumble, LLC	GENERAL SUPPLIES.....		596.83

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

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Fund Accounting Check Summary

PLGIT GENERAL - From 11/26/2020 To 01/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056636	UNITED PARCEL SERVICE	GENERAL SUPPLIES.....		10.39
00056637	WILSON AREA SCHOOL DISTRICT	TUITION TO OTHER LEA.....		700.32
00056638	COMMONWEALTH OF PA - USTIF	DUES & FEES.....		1,650.00
00056639	COMMONWEALTH OF PA - USTIF	DUES & FEES.....		1,691.26
00056640	LVCNFF - LEHIGH VALLEY		100.00
	CHAPTER			
00056641	21ST CENTURY CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		11,344.95
00056642	AGORA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		4,082.66
00056643	AHOLD FINANCIAL SERVICES	GENERAL SUPPLIES.....		134.07
00056644	AMAZON	GENERAL SUPPLIES.....		167.29
00056645	AMERICAN RED CROSS	DUES & FEES.....		13.00
00056646	APR SUPPLY CO	GENERAL SUPPLIES.....		403.28
00056647	ARTS ACADEMY ELEMENTARY CHARTER SCHOOL	TUITION TO PA CHARTER.....		4,082.66
00056648	BERKELEY INDUSTRIAL	GENERAL SUPPLIES.....		203.84
00056649	BAVTS	TUITION TO AREA VO-TECH.....		16,620.00
00056650	BRANDYWINE LEHIGH TRANSPORTATION	DUES & FEES.....		150.00
00056651	BSN SPORTS, LLC	GENERAL SUPPLIES.....		776.24
00056652	Brooke Wohlback		50.00
00056653	CENTER STAGE LIGHTING & RIGGING, INC.	REPAIRS & MAINT SVCS.....		1,620.00
00056654	CINTAS CORPORATION-#101	LAUNDRY/LINEN/DRY CLEAN.....		30.00
00056655	CIRCLE OF SEASONS CHARTER SCHOOL	TUITION TO PA CHARTER.....		6,603.75
00056656	COLONIAL INTERMEDIATE UNIT #20	PRO- ED SVCS- IUS.....		4,329.14
00056657	D & J SPORTS	UNIFORMS.....	GENERAL SUPPLIES.....	3,175.00
00056658	ENERGY EQUIPMENT CONTROLS, INC.	GENERAL SUPPLIES.....		1,650.00
00056659	ERIC FOCHT	TUITION REIMBURSEMENT.....		1,761.00
00056660	EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL	TUITION TO PA CHARTER.....		5,042.19
00056661	FRANCE, ANDERSON, BASILE AND COMPANY, P.C.	OTHER PROFESSIONAL SVC.....		5,560.00
00056662	INTEGRITEC INC.	REPAIRS & MAINT SVCS.....		400.00
00056663	IntegraOne	EDUC SOFT & LIC.....		1,906.00

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- Payables within Check

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Fund Accounting Check Summary

PLGIT GENERAL - From 11/26/2020 To 01/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056664	KEYSTONE AUTOMOTIVE	GENERAL SUPPLIES.....		134.67
00056665	KEYSTONE COLLECTIONS GROUP	OFFICE ADMIN/SERV.....	COMMUNICATIONS.....	436.93
00056666	KRUGE, JAMES	MISC EXPENDITURES.....		250.00
00056667	LAWN & GOLF SUPPLY COMPANY	GENERAL SUPPLIES.....		3,180.00
00056668	LEHIGH VALLEY ACADEMY	TUITION TO PA CHARTER.....		47,486.87
	CHARTER SCHOOL			
00056669	LEHIGH VALLEY DUAL LANGUAGE	TUITION TO PA CHARTER.....		2,521.10
	CHARTER SCHOOL			
00056670	LITZENBERGER, JANE	MISC EXPENDITURES.....		500.00
00056671	LOWE AND MOYER GARAGE, INC.	GENERAL SUPPLIES.....		49.25
00056672	LEARNING A-Z	EDUC SOFT & LIC.....		115.45
00056673	MARTHA KELEMEN	GENERAL SUPPLIES.....		33.99
00056674	MERTZ, KIMBERLY	TUITION REIMBURSEMENT.....		1,500.00
00056675	MICROBAC LABORATORIES, INC.	REPAIRS & MAINT SVCS.....		59.45
00056676	MUSIC & ARTS	REPAIRS & MAINT SVCS.....		54.70
00056677	NORTH EAST PARTS GROUP, LLC.	GENERAL SUPPLIES.....		189.73
00056678	NORTHAMPTON COMMUNITY	TUITION TO COMM COLLEGE.....		22,911.42
	COLLEGE			
00056679	PEDIATRIC THERAPEUTIC	OTHER PROFESSIONAL SVC.....		12,898.64
	SERVICES, INC.			
00056680	PPL ELECTRIC UTILITIES	ELECTRICITY.....		31,584.14
00056681	QUAKER CITY PAPER	GENERAL SUPPLIES.....		2,488.00
00056682	RENNINGER, ELIZABETH	MISC EXPENDITURES.....		250.00
00056683	RIVERSIDE INSIGHTS	GENERAL SUPPLIES.....		964.11
00056684	Rosemary Butterfly	TUITION REIMBURSEMENT.....		3,522.00
00056685	SCHOOL SPECIALTY	GENERAL SUPPLIES.....		203.08
00056686	SERVICE ELECTRIC CO.	COMMUNICATIONS.....		1,127.61
00056687	STOTZ & FATZINGER OFF.SUPPLY	GENERAL SUPPLIES.....		49.74
00056688	TELEMEDICINE MANAGEMENT,	GROUP INSURANCE.....		1,425.00
	INC.			
00056689	THE LEHIGH VALLEY CHARTER	TUITION TO PA CHARTER.....		30,855.20
	H.S. FOR THE ARTS, INC.			
00056690	TRISTATE HVAC EQUIPMENT	REPAIRS & MAINT SVCS.....		1,485.00
00056691	UGI SOUTH	NATURAL GAS.....		75.70
00056692	UNITED ELECTRIC SUPPLY CO.,	GENERAL SUPPLIES.....		77.32
	INC.			
00056693	XEROX CORP.	RENTAL OF EQUIPMENT.....		2,337.65

10-GENERAL FUND

856,719.37

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

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Fund Accounting Check Summary

PLGIT GENERAL - From 11/26/2020 To 01/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
		Grand Total Manual Checks :		0.00
		Grand Total Regular Checks :		856,719.37
		Grand Total Direct Deposits:		0.00
		Grand Total Credit Card Payments:		0.00
		Grand Total All Checks :		856,719.37
		CHECK #56535 VOIDED ON 12/7/2020		- 10.00
		GRAND TOTAL ALL CHECKS		\$856,709.37

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

01/08/2021 11:59:12 AM

SAUCON VALLEY SCHOOL DISTRICT

Fund Accounting Check Summary

LAFAYETTE GENERAL - From 12/14/2020 To 01/13/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
*D0000549	GLENN R. BROWN	OTHER PROFESSIONAL SVC.....		265.83 ^d
*D0000550	MARTHA KELEMEN	TRAVEL.....		56.93 ^d
*D0000551	PENNSYLVANIA VIRTUAL CHARTER	TUITION TO PA CHARTER.....		5,042.19 ^d
*D0000552	David L Jost	TUITION REIMBURSEMENT.....		514.00 ^d
*D0000553	Mylene Hofford	TUITION REIMBURSEMENT.....		1,761.00 ^d
*D0000554	PENNSYLVANIA VIRTUAL CHARTER	TUITION TO PA CHARTER.....		5,042.19 ^d
*D0000555	RUSSELL, PHILIP	TUITION REIMBURSEMENT.....		514.00 ^d
*D0000556	Renee C Corrigan	TUITION REIMBURSEMENT.....		1,551.00 ^d
*D0000557	CAMPBELL JENNIFER	TUITION REIMBURSEMENT.....		1,761.00 ^d
*D0000558	GLENN R. BROWN	OTHER PROFESSIONAL SVC.....		268.70 ^d
*D0000559	KAITLIN E. SAUERZOPF	DUES & FEES.....		253.00 ^d
*D0000560	KATIE LAUDENSLAGER	TUITION REIMBURSEMENT.....		1,761.00 ^d
*D0000561	Lauren Moyers	TUITION REIMBURSEMENT.....		1,761.00 ^d
10-GENERAL FUND				20,551.84
Grand Total Manual Checks :				0.00
Grand Total Regular Checks :				0.00
Grand Total Direct Deposits:				20,551.84
Grand Total Credit Card Payments:				0.00
Grand Total All Checks :				20,551.84

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

Fund Accounting Check Summary

PLGIT HEALTH BENEFIT - From 11/26/2020 To 01/09/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00000345	EQUITABLE FINANCIAL LIFE INSURANCE CO. OF AMERICA	GROUP INSURANCE.....		5,268.67
*W3200028	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		64,581.76
*W3202098	DELTA DENTAL	WEEKLY CLAIMS.....		2,676.00
*W3203385	SYNCHRONY RX	ADMIN FEES.....		1,856.30
*W3203386	SYNCHRONY RX	RX CLAIMS 11/16-30.....		42,210.76
*W3203717	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		44,648.71
*W3206531	DELTA DENTAL	WEEKLY CLAIMS.....		4,824.00
*W3208326	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		66,456.29
*W3211209	DELTA DENTAL	WEEKLY CLAIMS.....		3,425.00
*W3211940	WAGEWORKS	QUALIFYING EVENTS.....		62.06
*W3213392	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		102,370.47
*W3213393	SYNCHRONY RX	RX CLAIMS 12/1-12/15.....		24,447.55
*W3215370	DELTA DENTAL	WEEKLY CLAIMS.....		1,655.00
*W3215371	VISION BENEFITS OF AMERICA	NOVEMBER CLAIMS.....		1,340.14
*W3217926	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		75,184.54
*W3218445	DELTA DENTAL	WEEKLY CLAIMS.....		959.00
*W3218446	DELTA DENTAL	ADMIN FEES.....		1,426.92
*W3220875	DELTA DENTAL	WEEKLY CLAIMS.....		4,059.00
*W3220876	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		72,548.93
*W3220877	SYNCHRONY RX	RX CLAIMS 12/16 - 12/31.....		57,791.70
*W3220882	SYNCHRONY RX	ADMIN FEES.....		1,719.40
*W3224042	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		61,270.58

10-GENERAL FUND 640,782.78

Grand Total Manual Checks :	635,514.11
Grand Total Regular Checks :	5,268.67
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	640,782.78

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

Cash, Investment and Bond Activity November 30, 2020

CASH ACCOUNTS

	Balance 11/1/20	Earnings/Deposits	Disbursements	Balance 11/30/20
PLGIT PLUS	\$ -	\$ -	\$ -	\$ -
PLGIT/CLASS	\$ 4,151,646.65	\$ 16,000,202.81	\$ -	\$ 20,151,849.46
PLGIT General	\$ 20,276,221.44	\$ 1,431,546.03	\$ 19,307,144.77	\$ 2,400,622.70
PLGIT Salary	\$ 7,432.75	\$ 1,244,450.12	\$ 1,244,359.79	\$ 7,523.08
PLGIT Health Benefits	\$ 17,830.16	\$ 428,016.06	\$ 363,434.30	\$ 82,411.92
PLGIT Cafeteria	\$ 56,317.35	\$ 4,339.92	\$ 36,668.09	\$ 23,989.18
Lafayette General	\$ 1,097,312.23	\$ 132,797.76	\$ 8,848.90	\$ 1,221,261.09
Lafayette Tax Collection	\$ -	\$ -	\$ -	\$ -
Lafayette Prepaid Tax	\$ -	\$ -	\$ -	\$ -
Lafayette Flexible Spending	\$ 22,733.52	\$ 5,929.72	\$ 5,196.39	\$ 23,466.85
Lafayette Cafeteria	\$ 40,280.41	\$ 2,756.59	\$ 0.80	\$ 43,036.20
Total Cash Accounts	\$ 25,669,774.51	\$ 19,250,039.01	\$ 20,965,653.04	\$ 23,954,160.48

*Earnings/Deposits includes transfers of \$17,678,395.90 between accounts
**Disbursements includes transfers of \$17,678,395.90 between accounts

INVESTMENT ACCOUNTS

	Balance 11/1/20	Earnings/Deposits	Disbursements	Balance 11/30/20
Cafeteria Certificate of Deposit (Closed Feb 06)	\$ -	\$ -	\$ -	\$ -
PSDLAF	\$ 8,231,327.99	\$ 2.10	\$ -	\$ 8,231,330.09
PLGIT / PLUS (61)	\$ 814.21	\$ 0.02	\$ -	\$ 814.23
Total Investment Accounts	\$ 8,232,142.20	\$ 2.12	\$ -	\$ 8,232,144.32

	Balance 11/1/20	Earnings/Deposits	Disbursements	Balance 11/31/20
1998 Construction Fund (195-04)	\$ -	\$ -	\$ -	\$ -
G.O. Bonds, Series of 2017 (195-14)	\$ 6,026.35	\$ 0.18	\$ -	\$ 6,026.53
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	\$ 6,026.35	\$ 0.18	\$ -	\$ 6,026.53

CAPITAL RESERVE FUND

	Balance 11/1/2020	Earnings/Deposits	Disbursements	Balance 11/30/20
Capital Reserve Fund	\$ 165,566.56	\$ 1.50	\$ -	\$ 165,568.06

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 11/30/2020

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	20,022,196.00	5,874,562.52	5,874,562.52	29.56	44,674.01	14,102,959.47
1100	*TOTALS*	20,022,196.00	5,874,562.52	5,874,562.52	29.56	44,674.01	14,102,959.47
1225	SPEECH	378,580.00	95,607.75	95,607.75	25.52	1,039.37	281,932.88
1231	EMOTIONAL SUPPORT	406,341.00	89,142.58	89,142.58	21.93	0.00	317,198.42
1241	LEARNING SUPPORT	5,844,491.00	1,710,311.48	1,710,311.48	29.29	1,550.17	4,132,629.35
1243	GIFTED SUPPORT	302,589.00	88,264.00	88,264.00	29.17	26.00	214,299.00
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	1,983,325.81	1,983,325.81	28.14	2,615.54	5,070,059.65
1390	VOCATIONAL EDUCATION	750,145.00	416,536.35	416,536.35	55.52	0.00	333,608.65
1300	*TOTALS*	750,145.00	416,536.35	416,536.35	55.52	0.00	333,608.65
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	126,192.10	126,192.10	44.03	0.00	160,379.90
1600	*TOTALS*	286,572.00	126,192.10	126,192.10	44.03	0.00	160,379.90
Major Function - 1000's		28,151,166.00	8,411,561.69	8,411,561.69	30.04	47,289.55	19,692,314.76
2000's							
2120	GUIDANCE SERVICES	1,157,160.00	367,139.47	367,139.47	31.89	1,889.40	788,131.13
2130	ATTENDANCE SERVICES	130,821.00	40,122.93	40,122.93	31.81	1,496.00	89,202.07
2140	PSYCHOLOGICAL SERVICES	282,130.00	78,326.53	78,326.53	29.35	4,500.94	199,302.53
2150	SPEECH PATH/AUDIOLOGY	0.00	0.00	0.00	0.00	0.00	0.00
2100	*TOTALS*	1,570,111.00	485,588.93	485,588.93	31.42	7,886.34	1,076,635.73
2200	SUPPORT SERVICES-INSTRU	0.00	0.00	0.00	0.00	0.00	0.00
2220	TECH SUPPORT SERVICES	1,289,421.00	644,125.44	644,125.44	58.03	104,159.56	541,136.00
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	183,733.42	183,733.42	31.52	4,592.02	409,074.56

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 11/30/2020

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	122,240.41	122,240.41	21.70	0.00	441,060.59
2271	INSTRUC STAFF DEVEL SVC	334,830.00	92,610.27	92,610.27	29.07	4,750.00	237,469.73
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	75,137.99	75,137.99	30.20	0.00	173,618.01
2200	*TOTALS*	3,038,208.00	1,117,847.53	1,117,847.53	40.52	113,501.58	1,806,858.89
2310	BOARD SERVICES	54,523.00	37,847.34	37,847.34	69.41	0.00	16,675.66
2320	BOARD TREASURER SERVICE	300.00	250.00	250.00	83.33	0.00	50.00
2330	TAX ASSESS & COLLECTION	162,500.00	100,752.10	100,752.10	62.00	0.00	61,747.90
2340	STAFF RELATIONS/NEGO	0.00	0.00	0.00	0.00	0.00	0.00
2350	LEGAL SERVICES	150,000.00	42,343.09	42,343.09	28.22	0.00	107,656.91
2360	OFFICE SUPERINTENDENT	682,739.00	276,468.50	276,468.50	41.07	3,979.28	402,291.22
2380	OFFICE OF PRINCIPAL SVC	1,571,118.50	602,170.06	602,170.06	39.00	10,612.45	958,335.99
2300	*TOTALS*	2,621,180.50	1,059,831.09	1,059,831.09	40.99	14,591.73	1,546,757.68
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	125,491.51	125,491.51	28.50	966.46	317,142.03
2400	*TOTALS*	444,200.00	125,491.51	125,491.51	28.46	966.46	317,742.03
2511	SUPP SERVICES-BUSINESS	852,942.00	448,105.60	448,105.60	52.77	2,020.17	402,816.23
2500	*TOTALS*	852,942.00	448,105.60	448,105.60	52.77	2,020.17	402,816.23
2690	OPER OF BLDG SERVICES	4,656,834.00	2,406,332.87	2,406,332.87	56.95	246,023.05	2,004,478.08
2600	*TOTALS*	4,656,834.00	2,406,332.87	2,406,332.87	56.95	246,023.05	2,004,478.08
2790	STUDENT TRANSP SERVICES	2,891,541.00	885,507.28	885,507.28	33.40	80,448.64	1,925,585.08
2700	*TOTALS*	2,891,541.00	885,507.28	885,507.28	33.40	80,448.64	1,925,585.08
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	100.00	100.00	2.85	0.00	3,400.00
2836	STAFF DEVELOPMENT SVCS	0.00	200.00	200.00	0.00	0.00	-200.00
2800	*TOTALS*	3,500.00	300.00	300.00	8.57	0.00	3,200.00
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		16,101,646.50	6,529,004.81	6,529,004.81	43.43	465,437.97	9,107,203.72
3000'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 11/30/2020

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	249,735.50	18,255.17	18,255.17	8.38	2,678.40	228,801.93
3250	SCHOOL ATHLETICS	1,083,238.00	361,857.73	361,857.73	42.83	102,164.93	619,215.34
3200	*TOTALS*	1,332,973.50	380,112.90	380,112.90	36.38	104,843.33	848,017.27
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		1,346,454.50	380,112.90	380,112.90	36.01	104,843.33	861,498.27
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	1,618,483.00	1,618,483.00	89.66	0.00	186,481.00
5130	REFUND PRIOR YR REV	0.00	2,441.10	2,441.10	0.00	0.00	-2,441.10
5100	*TOTALS*	1,804,964.00	1,620,924.10	1,620,924.10	89.80	0.00	184,039.90
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	1,620,924.10	1,620,924.10	79.88	0.00	408,039.90
EXPENDITURE Totals		47,628,231.00	16,941,603.50	16,941,603.50 ✓	36.86	617,570.85	30,069,056.65

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 11/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
6000'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	-26,317,125.70	-26,317,125.70	87.30	0.00	-3,827,728.30
6112	INTERIM REAL EXTATE TAX	-460,771.00	-100,051.36	-100,051.36	21.71	0.00	-360,719.64
6113	PUBLIC UTILITY REALTY	-35,000.00	-34,122.44	-34,122.44	97.49	0.00	-877.56
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	-9,428.76	-9,428.76	37.71	0.00	-15,571.24
6151	EARNED INCOME TAX	-2,905,000.00	-1,411,739.47	-1,411,739.47	48.59	0.00	-1,493,260.53
6153	REALTY TRANSFER TAX	-290,000.00	-171,465.84	-171,465.84	59.12	0.00	-118,534.16
6100	*TOTALS*	-33,860,625.00	-28,043,933.57	-28,043,933.57	82.82	0.00	-5,816,691.43
6411	DELINQUENT RE TAX	-963,366.00	-506,895.52	-506,895.52	52.61	0.00	-456,470.48
6420	DELINQUENT PC SECT 679	0.00	-1,094.97	-1,094.97	0.00	0.00	1,094.97
6441	DELINQUENT PC 511	0.00	-1,099.85	-1,099.85	0.00	0.00	1,099.85
6400	*TOTALS*	-963,366.00	-509,090.34	-509,090.34	52.84	0.00	-454,275.66
6510	INTEREST ON INVESTMENTS	-75,000.00	-16,939.54	-16,939.54	22.58	0.00	-58,060.46
6530	GAIN/LOSS ON INVESTMNTS	0.00	0.00	0.00	0.00	0.00	0.00
6500	*TOTALS*	-75,000.00	-16,939.54	-16,939.54	22.58	0.00	-58,060.46
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
6837	FED REV CARES ACT-CNTY	0.00	0.00	0.00	0.00	0.00	0.00
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	-25.00	-25.00	0.71	0.00	-3,475.00
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

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 11/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
6990	MISCELLANEOUS REVENUE	0.00	-1,623.83	-1,623.83	0.00	0.00	1,623.83
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	-8,159.64	-8,159.64	27.19	0.00	-21,839.36
6900	*TOTALS*	-77,399.00	-9,808.47	-9,808.47	12.67	0.00	-67,590.53
Major Function - 6000's		-36,805,133.00	-28,657,926.58	-28,657,926.58	77.86	0.00	-8,147,206.42
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	-913,828.00	-913,828.00	0.00	0.00	913,828.00
7112	SOCIAL SECURITY SUBSIDY	-833,243.00	-377,814.36	-377,814.36	45.34	0.00	-455,428.64
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	-1,291,642.36	-1,291,642.36	30.56	0.00	-2,934,534.64
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	-461,874.00	-461,874.00	44.36	0.00	-579,269.00
7299	DIRECT PMT - PRRS & APS	0.00	0.00	0.00	0.00	0.00	0.00
7200	*TOTALS*	-1,041,143.00	-461,874.00	-461,874.00	44.36	0.00	-579,269.00
7310	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
7311	SD TRANSPORTATION	-285,000.00	-83,303.00	-83,303.00	29.22	0.00	-201,697.00
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	-631,725.38	-631,725.38	67.79	0.00	-300,107.62
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	-715,028.38	-715,028.38	52.04	0.00	-658,804.62
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
7506	PA SMART GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
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

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 11/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
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
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	-2,468,544.74	-2,468,544.74	23.40	0.00	-8,077,241.26
8000'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	-74,617.22	-74,617.22	38.45	0.00	-119,409.78
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	-358.90	-358.90	5.59	0.00	-6,061.10
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	-79,076.70	-79,076.70	30.14	0.00	-183,235.30
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	-25,114.59	-25,114.59	0.00	0.00	25,114.59
8749	CARES ACT - PCCD FUNDNG	0.00	-208,812.00	-208,812.00	0.00	0.00	208,812.00
8700	*TOTALS*	0.00	-233,926.59	-233,926.59	0.00	0.00	233,926.59
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	-313,003.29	-313,003.29	112.87	0.00	35,691.29

(UNADJUSTED)
Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 11/30/2020

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
9000's							
9330	Trans from Cap Reserve	0.00	0.00	0.00	0.00	0.00	0.00
9300	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
Major Function - 9000's		0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
REVENUE Totals		-47,628,231.00	-31,439,474.61	-31,439,474.61✓	66.01	0.00	-16,188,756.39

SAUCON VALLEY SCHOOL DISTRICT

BUSINESS OFFICE

BUDGETARY TRANSFER FORM

2020-2021

Date: January 12, 2021

		TRANSFER AMOUNT		ACCOUNT TITLE	REASON FOR TRANSFER
ACCOUNT #	IN	OUT			
1 TO	10-3250-430-000-00-000-000-0000	9,500.00		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-2690-414-000-00-000-000-0000		9,500.00	LAWN CARE SVCS	TRANSFER OF FUNDS
2 TO	10-3250-430-000-00-000-000-0000	4,000.00		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-3250-610-000-00-000-000-0000		4,000.00	SUPPLIES - ATHLETICS	TRANSFER OF FUNDS
3 TO	10-3250-430-000-00-000-000-0000	4,218.55		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-3250-330-000-00-000-000-0000		4,218.55	OTHER PROF SVCS ATHLETICS	TRANSFER OF FUNDS
4 TO	10-3250-430-000-00-000-000-0000	2,400.00		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-3250-519-000-00-000-000-0000		2,400.00	ATHLETICS OTHER TRANS	TRANSFER OF FUNDS
5 TO	10-3250-430-000-00-000-000-0000	1,791.20		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-3250-133-000-20-000-000-0000		1,791.20	SALARY - ATHLETICS	TRANSFER OF FUNDS
6 TO	10-3250-430-000-00-000-000-0000	1,400.00		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-3250-133-000-30-000-000-0000		1,400.00	SALARY - ATHLETICS	TRANSFER OF FUNDS
7 TO	10-3250-430-000-00-000-000-0000	1,250.00		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-3250-810-000-00-000-000-0000		1,250.00	DUES & FEES	TRANSFER OF FUNDS
8 TO	10-3250-430-000-00-000-000-0000	282.75		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-3250-442-000-30-000-000-0000		282.75	RENTAL OF EQUIPMENT	TRANSFER OF FUNDS

SAUCON VALLEY SCHOOL DISTRICT

BUSINESS OFFICE

BUDGETARY TRANSFER FORM
2020-2021

Date: January 12, 2021

		TRANSFER AMOUNT		ACCOUNT TITLE	REASON FOR TRANSFER
ACCOUNT #	IN	OUT			
9 TO	10-3250-430-000-00-000-000-0000	189.00		REPAIRS/MAINTENANCE	BALANCE ACCOUNT
FROM	10-3250-550-000-00-000-000-0000		189.00	PRINTING & BINDING - ATHLETICS	TRANSFER OF FUNDS
10 TO	10-1110-640-000-10-000-000-0000	1,000.00		BOOKS & PERIODICALS REG K-4	BALANCE ACCOUNT
FROM	10-2271-360-000-10-000-000-0000		1,000.00	CONF EMPL TRAINING K-4	TRANSFER OF FUNDS
11 TO	10-3200-449-000-30-000-124-000-0000	1,957.50		HS - FINE ARTS OTHER RENTALS	BALANCE ACCOUNT
FROM	10-3200-610-000-30-000-124-000-0000		1,957.50	SUPPLIES - ARTS AND THEATRE	TRANSFER OF FUNDS
12 TO	10-3200-810-000-30-000-124-000-0000	515.00		FINE ARTS DUES & FEES	BALANCE ACCOUNT
FROM	10-3200-610-000-30-000-124-000-0000		515.00	SUPPLIES - ARTS AND THEATRE	TRANSFER OF FUNDS
13 TO	10-1110-610-000-30-000-240-000-0000	500.00		SUPPLIES - CONSUMER ED 9-12	BALANCE ACCOUNT
FROM	10-1110-519-000-30-000-240-000-0000		500.00	FIELD TRIPS - CONSUMER ED 9-12	TRANSFER OF FUNDS
14 TO	10-3200-650-000-30-000-124-000-0000	770.00		EDUC SOFT/LIC - HS - FINE ARTS	BALANCE ACCOUNT
FROM	10-3200-610-000-30-000-124-000-0000		770.00	SUPPLIES - ARTS AND THEATRE	TRANSFER OF FUNDS

Total Transfer: \$ 29,774.00

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

Balance - October 31, 2020	\$ 34,119.64
Receipts	0.85
Disbursements	<u>(81.87)</u>
Balance - November 30, 2020	<u>\$ 34,038.62</u>
ART CLUB	\$ 19.19
BAND	4,077.79
CHEERLEADING	625.36
CHORUS	6,837.51
COMMUNITY SERVICE	386.52
GIRLS VOLLEYBALL	2,404.17
HONOR SOCIETY	427.54
I-TEAM	24.73
KNITTING CLUB	266.26
ODYSSEY OF THE MIND	2.61
READING OLYMPICS	381.77
SEAPEARCH / ROBOTICS	3,118.78
SKI CLUB	1,635.71
STUDENT COUNCIL	7,267.41
YEARBOOK	5,649.07
5TH GRADE	179.53
6TH GRADE	(8.80)
7TH GRADE	738.04
8TH GRADE	0.65
INTEREST	<u>4.78</u>
	<u>\$ 34,038.62</u>

Respectfully Submitted by James Deegan, Principal

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

BEGINNING BALANCE	\$	52,997.54
INCOME		6,512.31
EXPENSES		12,327.11
ENDING BALANCE	\$	47,182.74

CLUB ACCOUNT	ENDING BALANCE
AEVIDUM	362.18
BAND	2,226.89
CALCULUS CLUB	590.45
CHORUS	728.14
CLASS OF 2017	(20.32)
CLASS OF 2020	5,293.21
CLASS OF 2021	169.09
CLASS OF 2022	781.55
CLASS OF 2023	379.12
CLASS OF 2024	0.00
DANCE TEAM	2,220.75
DRAMA CLUB	2,083.37
ENVIRONMENTAL CLUB	812.85
FBLA	6,620.62
FOREIGN LANGUAGE	1,398.57
GLOBAL SCHOLARS	6.20
GSA	51.45
NAT'L HONOR SOCIETY	4,401.04
LEO CLUB	688.43
MINI-THON	4,119.09
MODEL UN	324.23
NEWSPAPER	161.84
PAINTBALL	54.01
PHOTOGRAPHY CLUB	539.57
READING TEAM	64.45
ROBOTICS CLUB	1,781.79
RUGBY CLUB	690.90
SADD	199.59
SGA - STUDENT STORE	2,439.56
SKI CLUB	1,132.61
SMASH-VIDEO CLUB	27.64
SPIRIT COUNCIL	201.04
STEM	587.28
UNICEF	431.94
YEARBOOK	5,633.61
TOTALS	\$ 47,182.74

Tamara Gary
 Principal

**Saucon Valley School District
Academic and Personnel Committee
Minutes of January 6, 2021 ~ Zoom Meeting**

Present were Academic and Personnel Committee Board Members: Susan Baxter, Cedric Dettmar, Shamim Pakzad, and Tracy Magnotta. Also present were: Amy Braxmeier, Craig Butler, James Deegan, Robert Frey, Tamara Gary, Thomas Halcisak, Board Member Mike Karabin, Board Member Sandra Miller, Mike Sakelarides, Jamie Vlasaty, and Board Member Shawn Welsh.

Meeting commenced at 6:06 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 December 15, 2020.

Courtesy of the floor; no hands raised

Agenda items:

1. Presentation on Student Academic Status - Mr. Deegan and Ms. Gary offered a presentation on number of failures grades 7 through 12 for the 2019-20 school year and the 2020-21 school year. During and following the presentation, committee members asked questions while also providing suggestions to address student failures moving forward.
2. Program of Studies – Ms. Gary followed up with the committee regarding the high school Program of Studies. The approval to move this item to the full Board was delayed based on gathering additional information and clarification on a few items that will be specified by Ms. Gary. There will be a follow up discussion on this topic at the next meeting.

There was no new business or old business raised.

Courtesy of the floor to visitors; no hands raised.

Meeting adjourned at 7:36 pm.

Next Meetings:

Tuesday, January 19, 2021 at 6 pm

Wednesday, February 3, 2021 at 6 pm

Saucon Valley School District

Policy

Title – 217 Graduation Requirements

Section – Pupils

Adopted – June 13, 2006

Revised –

Content

PURPOSE

The Board will acknowledge each student's successful completion of the instructional program appropriate to the student's interests and needs by awarding a diploma at graduation ceremonies.

AUTHORITY

The Board shall adopt the graduation requirements students must achieve, which shall include course completion and grades, ~~completion of a culminating project, and results of district and/or state assessments~~ and any other requirements as prescribed by the Commonwealth of Pennsylvania.

The Board requires that specific graduation requirements be published and distributed to students and parents/guardians and be made available in each school building or on the district's website. All changes to graduation requirements shall be published and distributed to students and parents/guardians and made available in each school building or on the district's website immediately following approval by the Board.

The Board shall award a regular high school diploma to every student enrolled in this district who meets the requirements of graduation established by this Board as part of the district's ~~Strategic Plan~~ Comprehensive Plan. Identified students with disabilities who satisfactorily complete a special education program developed by an Individualized Education Program team shall be granted and issued regular high school diplomas.

The Board may permit an identified student with a disability to participate in graduation ceremonies with his/her graduating class, even though the student will not be granted a

diploma at that time and will continue to receive educational services from the district, provided that the student has completed four (4) years of high school.

A list of all graduating students shall be submitted to the Board for its information and release to the public.

A requirement for graduation shall be the completion of work and studies representing the instructional program assigned to grades 9 through 12, which are aligned to ~~establish~~ established academic standards.

The Board shall identify the planned courses for which credit toward graduation shall be awarded upon successful completion. These written plans shall be on file in the district office and shall be made available upon request for review by the designated representatives of the Department of Education.

~~Changes in graduation requirements will be described in the high school's annual course selection guide.~~

The Board requires that each candidate for graduation shall have earned and passed the required ~~subject~~ subjects and electives necessary to earn the number of credits mandated by the Board for graduation.

Changes in graduation requirements will be described in the annual high school Program of Studies.

The fourth year of high school shall not be required for graduation if a student has completed all other requirements for graduation ~~and attends a postsecondary institution as a full-time student.~~

A student may qualify for graduation by attending a district school part-time when ~~official~~ officially enrolled part-time in a postsecondary institution or when lawfully employed part-time, provided that all graduation requirements are met.

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall be responsible for planning and executing graduation ceremonies that appropriately recognize this important achievement.

GUIDELINES

Accurate recording of each student's achievement of academic standards shall be maintained, as required by law and state regulations.

~~Students shall be informed of graduation requirements they are required to complete.~~

Periodic warnings shall be issued to students in danger of not fulfilling graduation requirements.

Calculation Of GPA

GPA will be calculated based on courses taken at the high school during the student's high school years. Approved middle school credits requested by the parents/guardians as referenced in Board policy will be calculated in the high school GPA. ~~Also, college~~ College courses taken while a student is in the high school will not be calculated in the GPA. The Superintendent or designee shall design, implement, and publish a system to provide a weighted value to advanced or accelerated courses.

Students Repeating Courses

If a student fails a course, the course can be repeated. If a student passes a course, the course cannot be taken again ~~with~~ without an appeal to the principal. Credit will only be given once for a course. If a course is repeated, the student may, upon request in a letter to the principal, have the original grade excluded in the calculation of the GPA. However, both courses will be recorded on the transcript.

Exclusion From Graduation Ceremony

A student who has completed the requirements for graduation shall not be denied a diploma as a disciplinary measure, but the student may be denied participation in the graduation ceremony when personal conduct so warrants. Such exclusion shall be regarded as a school suspension.

Saucon Valley School District

Policy

Title – 247 Hazing

Section – 200 Pupils

Adopted – August 22, 2006

Revised –

Content

PURPOSE

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

DEFINITIONS

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:

1. The person acts with reckless indifference to the health and safety of the student;
or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.

For purposes of this policy, **bodily injury** shall mean impairment of physical condition or substantial pain.

For purposes of this policy, **serious bodily injury** shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.

AUTHORITY

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours. No student, parent/guardian, coach, sponsor, volunteer, or district employee shall plan, direct, encourage, assist engage in, or ignore any hazing activity.

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

The district will investigate all complaints of hazing and will administer appropriate discipline to any individual who violates this policy.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal.

Title IX Sexual Harassment and Other Discrimination

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer/Title IX Coordinator. If, in the course of a hazing investigation, potential issues of discrimination are identified, the Compliance Officer/Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.

DELEGATION OF RESPONSIBILITY

District administrators shall investigate promptly all complaints of hazing and administer appropriate discipline to any individual who violates this policy.

Students, administrators, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal.

GUIDELINES

The district shall annually inform students, parents/guardians, coaches, sponsors, volunteers, and district staff of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy, by means of distribution of written policy, publication in handbooks and verbal instructions by the coach or sponsor at the start of the season or program.

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.

Complaint Procedure

A student who believes that they have been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted

and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

Interim Measures/Police

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination, or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, ~~and the determination of what~~ counseling, extensions of deadlines, modifications of class schedules, assistance from community health resources, including counseling and assistance from rape crisis programs. The building principal or designee shall ask the complaining student ~~needs or wants through questioning~~ what s/he wants or needs in terms of interim measures and consider the student's response when determining which, if any, interim measures the district will employ.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.

Referral to Law Enforcement and Safe Schools Reporting Requirements –

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

Consequences for Violations

Safe Harbor –

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law.

Students –

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.

~~In addition to other authorized discipline, building principals shall have the authority, after providing the student or students an informal hearing, to impose a fine of up to
{ } Fifty dollars (\$50)
{ } _____ dollars (\$ _____)
on each student determined to have engaged in hazing in violation of this policy.~~

~~{ } When recommended disciplinary action results in a formal hearing before the Board, in addition to other authorized disciplinary consequences, the Board may also impose a fine of up to
{ } One hundred fifty dollars (\$150)
{ } _____ dollars (\$ _____)
on each student determined to have engaged in hazing in violation of this policy.~~

~~{ } When fines have not been paid, the Superintendent shall have the authority to direct that student diplomas and/or transcripts be withheld until payment in full is made or a payment plan is agreed upon. In cases of economic hardship, the Superintendent shall consider whether diplomas and/or transcripts should be released despite an unpaid fine.~~

Nonstudent Violators/Organizational Hazing –

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, the coach, sponsor, or volunteer shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.

If an organization is found to have engaged in organizational hazing, it shall be subject to ~~the imposition of fines and other~~ appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

Criminal Prosecution –

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.

LEGAL REFERENCES

18 Pa. C.S.A. 2802
18 Pa. C.S.A. 2803
18 Pa. C.S.A. 2804
18 Pa. C.S.A. 2808
18 Pa. C.S.A. 2806
18 Pa. C.S.A. 2801
24 P.S. 511
18 Pa. C.S.A. 2301
Pol. 122
Pol. 123
Pol. 103
Pol. 103.1
18 Pa. C.S.A. 2810
24 P.S. 1303-A
22 PA Code 10.2
35 P.S. 780-102
24 P.S. 1302.1-A
22 PA Code 10.21
22 PA Code 10.22
Pol. 805.1
22 PA Code 10.25
Pol. 218
Pol. 233
Pol. 317, 417, 517
18 Pa. C.S.A. 2801 et seq
22 PA Code 10.23
Pol. 113.1
Pol. 123.1

Saucon Valley School District

Policy

Title – 249 Bullying/Cyberbullying

Section – Pupils

Adopted – October 10, 2006

Revised – June 25, 2019

Content

PURPOSE

The Board is committed to provide a safe, positive learning climate for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

DEFINITIONS

Bullying means an intentional electronic, written, verbal, or physical act or series of acts directed at another student or students, ~~which occurs in the school setting and/or outside a school setting~~ that is severe, persistent, or pervasive and has the effect of doing any of the following:

1. Substantial interference with a student's education.
2. Creation of a threatening environment in the school or
3. Substantial disruption of the orderly operation of the school.

[Bullying may occur in the school setting or out of the school setting.](#)

Bullying, as defined in this policy, includes cyberbullying.

School setting means

1. In the school;
2. ~~in the school, on~~ On school grounds, ~~in;~~
3. In school vehicles, ~~at;~~
4. At a designated bus stop ~~or at;~~
5. At any activity sponsored, supervised, or sanctioned by the school. ~~;~~ or

6. On the internet, including, but not limited to, messaging, texting, emailing, posting on social media, when the district's hardware or network are used to access the internet for such activity, or when the posting is done on a school-sponsored website or social media account.

Out of the school setting means at any place not identified in "school setting" above. Examples include, but are not limited to, at private residences, commercial establishments, or non-school public places, or on the internet or electronically when the district's hardware, network, or school-sponsored websites or social media accounts are not used.

Bullying situations may include but are not limited to physical intimidation or assault; extortion; oral or written threats; teasing; putdowns; name-calling; threatening looks, gestures, or actions; cruel rumors; false accusations; social isolation; or a situation that creates an imbalance of power in a relationship.

AUTHORITY

The Board directs that complaints of bullying shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties, witnesses, the filing of the complaint, and the investigation shall be maintained, consistent with the school district's legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith charges of bullying or participation in an investigation into allegations of bullying.

Title IX Sexual Harassment and Other Discrimination

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer/Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination are identified, the Compliance Officer/Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall:

1. develop administrative regulations to implement this policy;

2. ensure that this policy and administrative regulations are reviewed annually with students; and
3. submit a copy of this policy with the district's annual Safe Schools Report.

Sec. 1303.1-A

Each staff member shall be responsible to maintain an educational environment free from bullying. Staff members who observe or become aware of an act of bullying shall take immediate, appropriate steps to intervene--unless intervention would be a threat to staff members' safety. If a staff member believes that his/her intervention has not resolved the matter, or if the bullying persists, s/he shall report the bullying to the school principal for further investigation. This investigation may include interviews with students, parents/guardians, and school staff; review of school records; and any other appropriate means of investigation.

Each student shall be responsible to respect the rights of his/her fellow students, to ensure the rights of his/her fellow students, and to ensure an atmosphere free from all forms of bullying.

The Board expects students and parents/guardians who become aware of an act of bullying to report it to a school official for further investigation. Any student who retaliates against another person for reporting bullying or participating in an investigation into allegations of bullying may be subject to appropriate disciplinary consequences.

GUIDELINES

Students shall be informed that they may choose to report bullying complaints to school principals, teachers, counselors, nurses, administrators, and other instructional and non-instructional staff. A district staff member who receives a complaint of bullying shall notify the building principal within 48 hours.

If the school principal is the subject of a complaint, the student or staff member receiving the complaint shall report the complaint directly to the Assistant Superintendent or the Superintendent.

When a student believes that s/he is being bullied, intimidated or in physical danger, the student should immediately inform the bully that his/her behavior is unwelcome, offensive, or inappropriate, to the extent possible. The student shall also follow the established complaint procedure.

Complaint Procedure

1. A student shall report a complaint of bullying to the school principal or a school district employee, who shall inform the student of his/her rights and of the complaint process.
2. The school principal or designee shall immediately conduct an impartial, thorough investigation of the alleged bullying behavior, which should include interviewing the individual accused of bullying and the potential victim.

The school principal or designee shall review complaints of bullying for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies. Since harassment and bullying are closely related types of behavior, if it is determined that, as per Board Policy 103 or 103.2, the student is being harassed rather than bullied, the investigation and other applicable procedures should proceed within the framework of Board Policy 103 or 103.2, as appropriate.

3. The school principal or designee shall summarize the investigation as per school procedures, recommending disposition of the complaint.
4. If the investigation results in a substantiated charge of bullying, the school district shall take prompt corrective action and impose disciplinary action according to the Code of Conduct and applicable Board policies to ensure the bullying ceases and will not recur. Such action may include guidance counseling; change of seating, change of class or schedule; other method for separation of the bully and victim; parental conference; detention; suspension; expulsion; involuntary transfer to another school, class, or bus operated by the school district; or other appropriate forms of disciplinary consequence.

Depending on the severity of the incident, the school principal may also take appropriate steps to ensure student safety. These may include implementing a safety plan; separating and supervising the students involved; providing staff support for students as necessary; reporting incidents to law enforcement if appropriate; and developing a supervision plan with the parents/guardians.

If it is concluded that a student has made false accusations, such student shall be subject to disciplinary action, consistent with the school Code of Conduct.

Appeal Procedure

If the complainant or accused is not satisfied with the school principal's decision, s/he

may file a written appeal to the Assistant Superintendent.

Education

The district may develop and implement bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.

References:

School Code – 24 P.S. Sec. 1302-A, 1303.1-A

State Board of Education Regulations – 22 PA Code Sec. 12.3

Board Policy – 000, 218, 233, 236

MEMORANDUM OF UNDERSTANDING
BETWEEN THE SAUCON VALLEY SCHOOL DISTRICT AND
THE SAUCON VALLEY EDUCATION ASSOCIATION

THIS AGREEMENT is entered into between the Saucon Valley School District (“District”) and the Saucon Valley Education Association (“Association”), collectively referred to as “the Parties”;

WHEREAS, the District and the Association are parties to a Collective Bargaining Agreement in effect through June 30, 2022;

WHEREAS, the District and the Association desires to extend an MOU surrounding Co-Curricular stipends in various musical positions;

WHEREAS, the Association is the exclusive representative for a unit of professional employees;

WHEREAS, the District and the Association identified a need to change language to give flexibility for paying stipends for the musical positions.

NOW THEREFORE, the Parties hereby agree to the following:

1. The Parties agree that the high school musical and middle school musical positions stipends within the Collective Bargaining Agreement, which include Producer/Director, Choreographer, Vocal Director, Production Staff, and Choral Director, may be divided and/or combined upon mutual consent of the Parties wherein the total amount of the split and/or combined stipends does not exceed the original stipend amounts for specific activity or activities for that school year. In the event the Administration determines, at their own discretion, that this practice presents legal issues under any applicable state or federal law, the practice shall cease immediately.
2. The Parties acknowledge, for the limited purpose of musical positions, that new titles may be developed for the 2020-2021 school year only. These additional titles, however, shall be cost neutral to the monies already allotted for musical stipends for this school year. The actual positions, and individuals in the positions, must be approved by the Administration and/or Board as so determined by the District.
3. The Parties agree that this MOU is in effect for the 2020-2021 school year and will be subject to renegotiation and approval by both parties for any subsequent year. If either party does not approve, the agreement shall revert to the language contained in the Collective Bargaining Agreement.
4. Due to the fact this MOU is only in place for the remainder of the 2020-2021 school year, the provisions of this MOU are not grievable by either party under the terms of the Collective Bargaining Agreement.
5. Nothing in this Agreement is intended to otherwise modify, change, alter, or supplant any provision of the Collective Bargaining Agreement.

SAUCON VALLEY EDUCATION
ASSOCIATION

SAUCON VALLEY
SCHOOL DISTRICT

DATE: _____

Facility Committee – December 16, 2020

The Facility Committee of the Saucon Valley School Board met on December 16, 2020 via an online Zoom meeting at 5:00pm.

The following items were on the Facility Committee agenda:

- Review of the Middle School Roof Repair
- 2021-2022 Purchase of School Busses and Vans

Both items were sent to the Finance Committee for review and further discussion.

MEMORANDUM OF UNDERSTANDING
BETWEEN THE SAUCON VALLEY SCHOOL DISTRICT AND
THE SAUCON VALLEY EDUCATION ASSOCIATION

THIS AGREEMENT is entered into between the Saucon Valley School District (“District”), the Saucon Valley Education Association (“Association”)

WHEREAS, the District and the Association are parties to a collective bargaining agreement in effect through June 30, 2023;

WHEREAS, the Association is the exclusive representative for a unit of professional employees; and

WHEREAS, for the 2020-2021 school year extraordinary staffing decisions have had to be made in order to address the delivery of education during the COVID-19 Pandemic;

WHEREAS, notwithstanding such staffing issues, which have included employees who have had to take leave associated with the COVID-19 virus, regular staffing shortages have also arisen involving staff that necessitate additional coverage in the schools;

NOW THEREFORE, the Parties hereby agree to the following:

1. The parties agree the District may hire a Long Term Substitute teacher for the sixth grade for the remainder of the 2020-2021 school year. The Association agrees to not challenge the employment status of this individual at any time under the terms of the Collective Bargaining Agreement or Public School Code of 1949.

2. The parties further agree that two current Long Term Substitute Teachers, Jade Gery and Owen Divers, who were hired to fill in for two employees who went on leave at the start of the school year shall continue in that role until the end of the 2020-2021 school year to ensure continuity of instruction for students. The Association agrees to not challenge the employment status of these individuals at any time under the terms of the Collective Bargaining Agreement or Public School Code of 1949 and shall withdraw its grievance surrounding the two individuals.

3. This MOU herein shall not set any precedent regarding the language in the Contract and shall not otherwise modify the clear terms of the Agreement. This MOU is being entered into as a one-time only agreement between the parties recognizing the extraordinary circumstances surrounding the delivery of education during a pandemic.

4. This agreement does not represent a practice or precedent of either the Saucon Valley Education Association or the District and cannot be used as evidence of any practice involving the parties under the current Collective Bargaining Agreement. This MOU may only be used in subsequent matters to enforce the terms of this Agreement between the parties.

SAUCON VALLEY EDUCATION
ASSOCIATION

SAUCON VALLEY SCHOOL DISTRICT

DATE: _____

DATE: _____

Saucon Valley School District
Office of the Assistant to the Superintendent

TO: David Bonenberger, Business Manager

FROM: John McCabe, Supervisor of Campus Operations

RE: Surplus / Obsolete Materials

SCHOOL: Building and Grounds

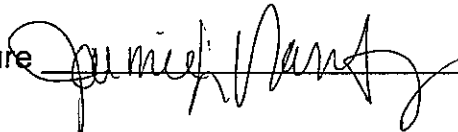
Room Number:

Description	Serial Number	Reason for Disposal	Total
Western 8 ft Snow Plow	B 1072773	No Longer Needed	1 ea

Reason:

Pick-up Location: Ware House

Principal's/Supervisor's Signature: John McCabe Date 12/7/2020

Assistant Superintendent Signature  Date 12-7-20

Office Use:

Date Declared _____


Date of Disposal _____

Picked Up By _____

Disposal Method _____

Saucon Valley School District
Office of the Assistant to the Superintendent

TO: David Bonenberger, Business Manager

FROM: Jaime Vlasaty, Assistant to the Superintendent 

RE: Surplus / Obsolete Materials & Equipment

DATE: 12/30/2020

<u>DESCRIPTION</u>	<u>SERIAL NUMBER</u>	<u>REASON FOR DISPOSAL</u>	<u>Total</u>
Cheerleading Mats		No longer in use – Approx. purchase date 2000	3 Mats

Reason: No longer in use

Pick up location/room number: MS Stairwell - See Bob Frey for specific mats for disposal

Teacher Name: Athletic Dept.

Principal / Supervisor Signature and Date: *Robert W. Frey 12/30/2020*

Assistant Superintendent Signature and Date:  1-7-21

Office use:

Date declared _____ Date of disposal _____

Picked up by _____ Disposal method _____

Finance Committee – December 23, 2020

The Finance Committee of the Saucon Valley School Board met on December 23, 2020 via an online Zoom meeting at 5:00pm.

The following items were on the Finance Committee agenda:

- Middle School Roof Repair Proposal
- Discussion on Purchase of School Busses and Vans

The committee is recommending Board action on the Middle School Roof Repair at the January 12, 2021 Board meeting.

COVID-19 LICENSING FAQ/GUIDELINES

Streaming Royalties

All streaming royalties will be collected via SHOWTIX4U (www.ShowTix4U.com), unless prior arrangements have been made with MTI.

On the contract confirmation page (page 2) *only* enter royalties for any performances in front of a live audience. For STREAMING performances, you need not enter any amount, and should leave the line blank.

Postponements

Postponing a show (including COVID-19 postponements):

- Log into your MyMTI account at <https://account.mtishows.com>
- Click on [Change Booking](#)
- Make the appropriate selection(s) to adjust your date and click [Submit](#)
- You will receive an email confirmation that the change request was received, and it will include a summary of the changes you requested

Cancellations

Cancelling a show (including COVID-19 cancellations):

- Log into your MyMTI account at <https://account.mtishows.com>
- Click on [Change Booking](#)
- Select [I'd Like to Cancel My Booking](#) and click [Submit](#)
- Once you have received the email confirming that your cancellation was processed, you can access your invoice through your MyMTI account by clicking [Booking Details](#), and then clicking [My Invoice](#).

Refunds/Keeping Funds on Account

Refund checks will be distributed as soon as administratively possible. Processing delays due to fluctuating COVID-19 restrictions in New York City, where the MTI offices are located, may occur.

If you prefer to leave your funds On Account, you can log in to your MyMTI account and select whether you wish to:

- a) leave your funds On Account with MTI for your future use with any MTI-licensed productions
- b) leave your funds On Account temporarily, with MTI processing your refund at a later date (e.g., if you do not currently have access to the location/office where the payment will be mailed)
- c) request that your refund be processed and mailed as soon as possible

Material Returns

Rental material returns: Our materials library is open and able to receive rental material returns. If you have safe access and if possible, please return any rented MTI materials to our library at your earliest convenience.

We've updated and streamlined our contract to make it even easier for you to do business with us!

**After Reading through your Contract, be sure to
Complete, Sign, and Return the following pages:**

▶ **CONTRACT CONFIRMATION — Remember to:**

• **Write In:**

- » Number of Performances (first blank line on Contract Confirmation)
- » Royalty per Performance (second blank line on Contract Confirmation)
- » Additional Rental costs (if any)
- » Grand Total of Additional Materials (from Additional Materials page, if ordering)

• **Include Payment:**

Check or Money Order (no personal checks)

OR

Credit Card information with Signature

OR

Purchase Order (only for schools and government agencies)

- » The \$400 security deposit *must* be paid by Credit Card, Check or Money Order

▶ **ADDITIONAL MATERIALS — if ordering (*optional*)**

▶ **ADDITIONAL ORCHESTRATION — if ordering (*optional*)**

▶ **VIDEO LICENSE, if available, and \$75 fee — if ordering (*optional*)**

▶ **Any other Contract Riders that require signature**

ADDITIONAL NOTES

PLEASE NOTE:

- For shows with multiple Orchestrations, you may order additional parts *only* for the Orchestration you selected on the Contract Confirmation page.
- Final Sales Tax and Shipping Fees can only be determined after Contract and security deposit have been processed.
- Please read through the entire Contract to ensure proper compliance with the terms of your agreement with MTI.

How to Return your Contract:

- By Email: Scan and email your signed Contract, with payment information, to your licensing representative
- By Mail: Sign and mail your Contract, with payment information, to:

Music Theatre International
423 West 55th Street
New York, NY 10019

MTI PRODUCTION CONTRACT

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 6742070
Contract #: 9666129 Printed on: 12/17/20

Licensee:

SAUCON VALLEY HIGH SCHOOL
C/O: BRIAN WELSKO
2097 POLK VALLEY ROAD
HELLERTOWN, PA 18055

TELE#: 610-838-7028 FAX: 610-216-8135
E-MAIL: BRIAN.WELSKO@SVPANTHERS.ORG

- REPRINT -

Contract Issue Date: 12/17/20
Contract Expiration Date: 01/28/21
Valid For Performances From: 04/22/21 - 04/25/21
MTI Access Code: LIT1589472

THIS IS A LICENSE FOR AN AMATEUR PRODUCTION OF:
LITTLE WOMEN

SPECIAL CONDITIONS

All streaming royalties will be collected via SHOWTIX4U, unless other arrangements have been made with MTI. On the contract confirmation page (page 2) only enter royalties for the IN PERSON performances. For STREAMING performances do not enter anything, leave line blank.

ROYALTY

ROYALTY A) \$110.00 For Each Regular, Benefit or Other Performance
Provisions: Regular Performance
Seating Limited to 70 per Performance
Tickets @ 0.00 0.00

ROYALTY B) \$110.00 For Each Regular, Benefit or Other Performance
Provisions: Matinee Performance
Seating Limited to 70 per Performance
Tickets @ 0.00 0.00

ROYALTY C) \$.00 For Each Regular, Benefit or Other Performance
Provisions: STREAMING
Streaming Performances require the purchase of streaming license on resources order page.

SECURITY DEPOSIT

\$400.00 to be refunded following the safe, timely return of the rented material to us, less handling/shipping/missing materials/brokerage fees, late charges and/or any outstanding account obligations.

RENTAL FEE

\$625.00 for a standard set of materials or any part thereof
Provisions:

See attached ADDITIONAL MATERIALS page for a complete list of all materials included in the Standard Rental Set.

The Standard Rental Set (see attached) is the ONLY acting edition authorized by the Authors and MUST be rented from us as a condition of this offering.

If the rental materials are needed in advance of the standard two-month rental period, they may be rented for \$400.00 extra each month or part thereof, pending availability.

PLEASE KEEP THIS PAGE FOR YOUR RECORDS

CONTRACT CONFIRMATION

COMPLETE AND RETURN TO MTI

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 6742070
Contract #: 9666129 Printed on: 12/17/20

CONFIRMATION OF PERFORMANCE INFORMATION

Name of Organization: SAUCON VALLEY HIGH SCHOOL

Name of Show: LITTLE WOMEN

Name and address of performance space/venue: SAUCON VALLEY HIGH SCHOOL
2097 POLK VALLEY ROAD, HELLERTOWN, PA 18055

Date(s) of performance(s): 04/22/2021 - 04/25/2021

Contract Expires: 01/28/2021

Please list number of performances
for each calendar month: _____

SHIP WITH: Standard Orchestration Alternate Orchestration Partial No Orchestration
(check one) (if "Partial," you MUST mark the required parts on the ORCHESTRATION DETAILS sheet, and return a copy with your signed contract.)

ROYALTY: Royalty A for ___ performance(s) @ \$ 110.00 per performance, a total of \$ _____
Royalty B for ___ performance(s) @ \$ 110.00 per performance, a total of \$ _____
Royalty C for ___ performance(s) @ \$ _____ per performance, a total of \$ _____

RENTAL: \$625.00 for a standard set of materials or any part thereof \$ 625.00

ADDITIONAL RENTAL (Outside of the standard two (2) month period): \$100 per week X _____ weeks \$ _____

SECURITY FEE: Your security fee MUST be paid in full by check, credit card or money order (No Purchase Orders accepted) in order to process your license. Failure to do so may result in a delay in the processing of your license. \$ 400.00

ADDITIONAL MATERIALS GRAND TOTAL (from ADDITIONAL MATERIALS page): \$ _____

SALES TAX (where applicable): \$ _____

TOTAL: \$ _____

TOTAL AMOUNT ENCLOSED: \$ _____

BALANCE REMAINING: \$ _____

SHIPPING

Shipment is made by UPS or FEDEX Ground Service unless otherwise instructed. You will be billed for all shipping charges.
Canadian and overseas shipments are by most efficient carrier, unless otherwise instructed.

Special Shipping Instructions: (check one) RUSH SECOND DAY STANDARD

Shipping Address: _____

(NO P.O. BOXES) _____

City: _____ State: _____ Zip/Postal Code: _____

PAYMENT

ALL PAYMENTS MUST BE MADE IN U.S. FUNDS

CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)

CREDIT CARD: VISA MASTERCARD AMERICAN EXPRESS

Card Number: _____ Exp. Date _____

Name on Card: _____ Billing Postal Code: _____

Signature: _____ Amount: _____

*PLEASE NOTE: ANY REFUNDS ISSUED ON CREDIT CARD PAYMENTS WILL BE PAID TO THE ORGANIZATION BY CHECK

PURCHASE ORDER: For schools and government agencies ONLY, a signed, authorized purchase order is acceptable for ROYALTY and RENTAL payment. YOU MUST STILL return your check, money order or credit card information for the SECURITY FEE along with your signed, authorized P.O. with this license to cause materials to be shipped.

ACCEPTANCE

By signing below, you agree that (i) you have read and understand the terms and conditions of this Production Contract, the accompanying Performance License and all attached riders, which are incorporated by reference into the Performance License and (ii) Licensee shall abide by the terms and conditions contained therein.

PRINT YOUR NAME _____ TITLE _____

AUTHORIZED SIGNATURE _____ DATE _____

EMAIL _____ DAY PHONE _____

YOU MUST COMPLETE AND RETURN THIS PAGE WITH PAYMENT

STANDARD RENTAL SET

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 6742070
Contract #: 9666129 Printed on: 12/17/20

The rental fee includes the materials below and, when applicable, a full OR partial set of the standard OR alternate orchestration. The rental fee will not change if no orchestrations are ordered.

YOUR STANDARD RENTAL SET WILL INCLUDE:

20 LIBRETTO/VOCAL BOOK
2 PIANO VOCAL SCORE

ADDITIONAL MATERIALS

Your MTI Rep: KAITLIN STERN
 Your MTI Account Number: 6742070
 Contract #: 9666129 Printed on: 12/17/20

ADDITIONAL MATERIALS ORDER FORM

You can order additional materials and theatrical resources at the following rates.

To order, simply indicate the quantity of each item you would like and add the Grand Total to the Confirmation Page of this Production Contract.

ITEM	QUANTITY	COST EACH	TOTAL
ADDITIONAL MATERIALS			
LIBRETTO/VOCAL BOOK (Replacement Fee \$25.00)	_____ x	\$ 6.25	= \$ _____
PIANO VOCAL SCORE (Replacement Fee \$80.00)	_____ x	\$ 20.00	= \$ _____
ADDITIONAL ORCHESTRA PARTS (Replacement Fee \$60.00)	_____ x	\$ 15.00	= \$ _____
(Attach ORCHESTRATION sheet with additional parts required marked - list total quantity of parts above)			
THEATRICAL RESOURCES			
HOW DOES THE SHOW GO ON?	_____ x	\$ 21.00	= \$ _____
LOGO PACK DIGITAL	_____ x	\$ 75.00	= \$ _____
ORCHEXTRA ***			
PERFORMANCE ACCOMPANIMENT RECORDING (PERFORMANCE & REHEARSAL)	_____ x	\$ 750.00	= \$ _____
PRODUCTIONPRO	_____ x	\$ 199.00	= \$ _____
REFERENCE RECORDING	_____ x	\$ 20.00	= \$ _____
PERFORMANCE ACCOMPANIMENT RECORDING (REHEARSAL ONLY)	_____ x	\$ 350.00	= \$ _____
REHEARSCORE APP	_____ x	\$ 350.00	= \$ _____
STAGE MANAGER SCRIPT (Replacement Fee \$100.00)	_____ x	\$ 25.00	= \$ _____
STREAMING & REMOTE LICENSE	_____ x	\$ 75.00	= \$ _____
TRANSPOSITIONS-ON-DEMAND ***			
VIRTUAL STAGE MANAGER ***			
LOGO TEES SIX-PACK ADULT LARGE	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK ADULT MEDIUM	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK ADULT SMALL	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK ADULT X-LARGE	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK ADULT XX-LARGE	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK CHILD LARGE	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK CHILD MEDIUM	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK CHILD SMALL	_____ x	\$ 80.00	= \$ _____

Add total for all items here.

ADDITIONAL MATERIALS GRAND TOTAL (add this total to Contract Confirmation Page) \$ _____

You MUST return this form along with your contract to receive materials.

***See <https://www.mtishows.com/production-resources> for pricing.
 > Customized Poster requires purchase of Logo Pack. If you order a Customized Poster without ordering a Logo Pack, a Logo Pack (at \$75) will automatically be added to your order.

RETURN THIS PAGE ONLY IF ORDERING ADDITIONAL MATERIALS

ORCHESTRATION

STANDARD ORCHESTRATION

Your MTI Rep: KAITLIN STERN
 Your MTI Account Number: 6742070
 Contract #: 9666129 Printed on: 12/17/20

Below is a detailed list of all orchestra parts available for this title, along with doublings and other instrumentation notes. If you wish to order additional parts, mark the number of additional parts for each instrument, and return this page with your Contract Confirmation page and include the total number of additional parts on the Additional Materials form.

STANDARD ORCHESTRATION

BOOKS INCLUDED	ADDITIONAL REQUESTED	INSTRUMENT	DOUBLINGS
1	_____	BASS	
1	_____	CELLO	
1	_____	HORN	
1	_____	PERCUSSION	BASS DRUM, BELL TREE, CHIMES, CHINESE BELL TREE CRASH CYMBAL, DRUM SET, FIELD DRUM, GLOCKENSPIEL JINGLE BELLS, LARGE TRIANGLE, LITTLE WIND CHIME, PIATTI SIZZLE CYMBAL, SLIDE WHISTLE, SMALL TRIANGLE SNARE DRUM, SUSPENDED CYMBAL, TAM TAM, TAMBOURINE TIMPANI, TOM-TOMS, VIBES, WOODBLOCK
1	_____	PIANO	
1	_____	REED 1	ALTO FLUTE, BASS CLARINET, CLARINET, FLUTE, PICCOLO
1	_____	REED 2	ENGLISH HORN, OBOE
1	_____	TROMBONE	BASS TROMBONE, EUPHONIUM, TROMBONE
1	_____	TRUMPET	CORNET, FLUGELHORN, TRUMPET
1	_____	VIOLA	
1	_____	VIOLIN 1	
1	_____	VIOLIN 2	

RETURN THIS PAGE ONLY IF ORDERING ADDITIONAL ORCHESTRATION

BILLING CREDITS

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 6742070
Contract #: 9666129 Printed on: 12/17/20

SHOW BILLING CREDITS

For proper usage, refer to **Section I, Paragraphs 4 (A & B)** of the Performance License.

	SIZE	TYPE	
LITTLE WOMEN The Broadway Musical	100%		
Book by Allan Knee	Music by Jason Howland	Lyrics by Mindi Dickstein	50%
Based on the novel by Louisa May Alcott			25%

MTI BILLING

In accordance with the **Dramatic Performing Rights License**, all publicity materials (posters, programs, etc.) **MUST** include the following credit:

LITTLE WOMEN
Is presented through special arrangement with Music Theatre International (MTI).
All authorized performance materials are also supplied by MTI.
www.mtishows.com

VIDEO RECORDING WARNING

This license does **NOT** grant you the right** to make, use and/or distribute an audio or audiovisual recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, videotape, film, CD, DVD and other digital distribution. You agree to inform all parents, students and attendees of the above prohibitions against recording the show by means of both a program note and a pre-show announcement.

In compliance with the above condition, you **MUST** include the following warning in your program:

**Any video and/or audio recording of this
production is strictly prohibited.**

**except with respect to certain titles, where a limited video license is available for \$75.00 and you have purchased that license.

PLEASE KEEP THIS PAGE FOR YOUR RECORDS

PERFORMANCE LICENSE

SECTION I

Your MTI Rep: KAITLIN STERN

Your MTI Account Number: 6742070

Contract #: 9666129 Printed on: 12/17/20

This Performance License (the "License"), along with any Contract Riders attached to the Production Contract, are incorporated by reference into the Production Contract and contain important restrictions and requirements regarding the Licensee's production. Throughout this License, Music Theatre International is referred to as "MTI" or "we", the organization to which the Production Contract is issued is referred to as "Licensee" or "you," and the individual signing on behalf of the Licensee is referred to as the "Authorized Signatory."

Please read this Performance License carefully and keep this copy for your records.

Your signature on the acceptance line of the Production Contract accompanying this License will acknowledge that:

- a) you have read and understood the terms, conditions and provisions set forth below;
- b) you are authorized to enter into the Production Contract on behalf of Licensee; and
- c) you agree to the terms, conditions and provisions contained herein on behalf of the Licensee.

I. COPYRIGHT PROVISIONS

Any violation of these provisions shall automatically terminate this License.

1. **Rights Granted:** This Production Contract allows the public performance of the Play as represented in the rented materials provided by MTI under the following terms and conditions. The rights granted by MTI in this Production Contract do not include the right to utilize the original choreography, staging, direction, costume designs or scenery designs from any prior production of the Play (unless specified in writing to the contrary), and you may not use such elements, in whole or in part, in your production unless you have obtained the right to do so from the owner of such elements (such as the director, choreographer or designer). See separate Contract Rider for more detail regarding Replica Elements.
2. **Changing the Play:** Under federal law and under the terms of this Production Contract, you may not make any changes to the Play or any additional materials purchased or rented from MTI (the "MTI Rental Materials"), including but not limited to the following:
 - a. You may not add music, dialogue, lyrics or anything to the Play as embodied in the MTI Rental Materials, including any songs or dialogue from any film version of the Play or from any other production of the Play.
 - b. You may not delete, in whole or in part, any material in the Play as embodied in the MTI Rental Materials.
 - c. You may not make changes of any kind, including but not limited to changes of music, lyrics, dialogue, sequence of songs and/or scenes, time period, setting, characters or characterizations or gender of characters in the Play.
 - d. You agree that any proposed change, addition, omission, interpolation, or alteration in the book, music, or lyrics of the Play shall first be submitted in writing to MTI. MTI may, in its sole discretion, seek approval for such change from the author or other rightsholders of the Play (the "Rightsholders"). If permission for any such change is granted, such changes shall become the property of the Rightsholders without any obligation to you or any third party making such changes, and MTI may require you to enter into a work for hire agreement or copyright assignment with such third party. If MTI does not respond to a request for any changes, the change shall be deemed disapproved. No such change shall be implemented in your production unless and until MTI has notified you in writing that the change is approved.
 - e. You may not make any physical or digital copies of the materials provided or physically alter, amend, or change them, or digitally distribute them, without MTI's prior written permission.
 - f. MTI and the Rightsholders shall not be obliged at any time to offer royalty participation or make any payment to any person whom you may hire to direct, choreograph, stage, design, furnish musical services or otherwise actualize your production unless that person has entered into a written agreement directly with the Rightsholders.
 - g. **The Authorized Signatory agrees to review these copyright provisions with the director and entire creative team of your production.**
3. **Advertising/Recording/Broadcast (Audio, Video, Digital, etc.):** Except for the customary right to advertise and publicize the Play by means of print, radio, television, the Internet and social media, including TV commercials and B-Roll (in which no radio, television or digital commercial produced by Producer shall contain excerpts from the Play in excess of 30 seconds (90 seconds in the aggregate)), this Production Contract grants no rights to record or distribute the Play or any portion of it by any means whatsoever. Specifically, except as set forth in the previous sentence, this Production Contract does not grant you any right to (i) make an audio or audiovisual recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, tape, film, CD, DVD or digital versions; or (ii) televise, broadcast, stream, make available for download or otherwise post on the Internet or in social media or through any mobile device the Play or any portion of it. You agree to inform all audience members of the above prohibitions against recording the show by means of both a program note and a pre-show announcement. If you have purchased a Video License (where available) for your production of the Play, you may permit limited recording in accordance with the terms of the Video License.
4. **Billing Credits and Use of Logos in Advertising and Promotion:**
 - a. **Billing:** You must bill the Play, the authors and other creative personnel in all programs, houseboards, displays, websites, advertising and publicity (print or digital) exactly as set out in the Billing Credits section of this Production Contract. Your program must also include any other required language that appears in the Billing Credits (e.g., MTI credit, video recording warning language).
 - b. **Bios:** If your program or website includes bios of any member of your creative team, you must include both (i) author bios and (ii) Music Theatre International's bio in your program. Bios may be found on our website at www.mtishows.com/bios or may be obtained by request from MTI.
 - c. **Logos:** You may not use the copyrighted logo of the Play or any logo associated with any other production or film version of the Play, unless you purchase an MTI Logo Pack featuring that logo (where available) and you pay MTI the appropriate fee, if required.
 - d. **Use of Play Title in Domain Names and Social Media:** You may not use any domain name or social media or account/handle incorporating the name of the Play without the prior written permission of MTI. If permission is granted, you must agree to assign the domain name to the Rightsholders or their duly authorized representatives.
 - e. **Program Copies:** One (1) print copy of the program for your production should be sent to MTI's Business Office (in lieu thereof, digital copies can be emailed to licensing@mtishows.com) not later than three (3) days following the opening performance.
5. **Merchandise:** You may not create merchandise based on the Play or using the Play's title, logo, characters, lyrics or text, whether for sale or distribution, without written permission from MTI acting on behalf of the Rightsholders or their duly authorized representatives. You may sell merchandise purchased from MTI (e.g., T-shirts), where available.

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PERFORMANCE LICENSE

SECTION II

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 6742070
Contract #: 9666129 Printed on: 12/17/20

Please read this Performance License carefully and keep this copy for your records.

Your signature on the acceptance line of the Production Contract accompanying this License will acknowledge that:

- a) you have read and understood the terms, conditions and provisions set forth below;
- b) you are authorized to enter into the Production Contract on behalf of Licensee; and
- c) you agree to the terms, conditions and provisions contained herein on behalf of the Licensee.

II. PERFORMANCE LICENSE AND PAYMENT PROVISIONS

1. **License Effective Date:** MTI must receive, prior to the Offer Expiration Date (i) a signed copy of this Production Contract and (ii) your security deposit and any other payments due on execution, or your application for a license to produce the Play on the performance dates listed in this Production Contract will expire. You will receive a confirmation from MTI when all necessary submissions have been received and processed (please allow approximately ten (10) business days) and at such time your Production Contract will take effect and your production will be considered licensed. Until such time, you agree not to advertise, announce, audition, present or sell tickets for any performances of the Play. Your license to produce the Play is conditioned on MTI receiving payment in full of all royalties, rental fees and other materials costs (or by a purchase order pursuant to Paragraph 6 below). Payment in full is required before MTI will ship materials to you. In any case, if payment in full has not been received by MTI prior to your first performance, the rights granted to you in this Production Contract will terminate and you will be deemed to be unlicensed.
2. **Changes:** If any of the conditions set forth in this Production Contract have changed in any way (including change of dates, cancellation or addition of performance(s), ticket price adjustments or change of venue), you must notify MTI's BUSINESS OFFICE in writing immediately, and MTI must approve all changes before they may take effect. Such changes may alter the fees quoted in the Production Contract.
3. **Additional Performances:** If you request the right to add additional performances pursuant to Paragraph 2 above, you agree to make additional royalty and rental payments for any and all such additional performances. You agree not to announce, advertise, present or sell tickets for such additional performances without prior written permission from MTI and payment of the additional royalty and fees due.
4. **Cancellation of Performances:** If you cancel your production prior to the commencement of performances, you must notify MTI's BUSINESS OFFICE in writing immediately. You understand that, even if you do not present the Play, you may be obligated for the fees set forth in this License. Cancellation fees of at least fifty dollars (\$50.00) and other fees (e.g., shipping fees) may apply.
5. **Complimentary Tickets:** You agree as a condition of this Production Contract to reserve two (2) complimentary tickets for each performance (if requested) for the use of MTI and the Rightsholders and MTI agrees not to sell such tickets.
6. **Purchase Orders:** For accredited schools and government agencies only, a signed, authorized Purchase Order is acceptable for payment. You must still provide a check, credit card or money order for the SECURITY FEE as well as your signed, authorized Purchase Order when you return the signed Production Contract to cause materials to be shipped. You agree to promptly pay royalty and rental payments following the end of the production as provided in Paragraph 7 below.
7. **Accounting:** You agree to keep and maintain full and regular books and records in which you shall record all items in connection with the production and presentation of the Play, including dates of performance, ticket prices and number of tickets sold. Such books and records shall be open at all reasonable business hours for inspection by MTI or its representatives at your office, and MTI shall have the right to make copies of and take extracts from such books and records. You shall submit to MTI's Business Office, within five (5) days following demand by MTI, a sworn statement setting forth the total number of performances actually presented and the precise date and place of each such performance. MTI's rights under this Paragraph shall continue for three (3) years following (i) the date of the last performance licensed under the Production Contract or (ii) the date on which MTI received final payment due hereunder, whichever is later.
8. **Default:** This License is conditioned upon your fulfillment of all obligations set forth herein and in the accompanying Production Contract, including the prompt payment of all rental, royalty, and security fees in U.S. funds when due. If any such payments are not made in full to MTI when due, the rights granted to you under this License will be deemed void ab initio (i.e., this License will be deemed invalid from the outset) and the production that is the subject of this License (and all performances thereof) will be deemed to constitute infringement under applicable law. Nevertheless, you will remain liable for the payment of all fees that might be due to us under this License and will be subject as well to statutory damages for copyright infringement. If you default in the performance of any of the terms of this License, then, in addition to any and all other remedies which we might have at law, we shall have the right to a preliminary injunction to enjoin further performance of the Play. You agree to reimburse us for any expenses incurred by us in enforcing our rights under this Paragraph 8, including, but not limited to, attorneys' fees, telephone, fax, and postage charges and collection expenses.
9. **Warranty:** MTI warrants that, on behalf of the Rightsholders of the Play, it is authorized to grant this License to you. MTI makes no other warranties.
10. **Reserved Rights:** All rights in and to the Play other than those specifically licensed to you under the terms of this Production Contract are reserved to MTI, with the unrestricted right of MTI to use, exploit or dispose of any of them at any time, whether or not the exercise of such rights may be in competition with the rights granted to you in this License.
11. **Transfer of Rights:** Under no conditions can this License be assigned or transferred without written consent from MTI.
12. **Governing Law:** This License shall be governed by the Laws of the State of New York, and any dispute arising out of or under this License agreement shall be litigated only in the courts of the City or State of New York in the City of New York or the United States District Court in the Southern District of New York, and in no other forum.
13. **Indemnification of Licensor:** You agree to indemnify MTI and its affiliates and the Rightsholders of the Play from any claim arising out of your violation of any of the provisions of this Production Contract.

PLEASE KEEP THIS PAGE FOR YOUR RECORDS

PERFORMANCE LICENSE

SECTION III

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 6742070
Contract #: 9666129 Printed on: 12/17/20

Please read this Performance License carefully and keep this copy for your records.

Your signature on the acceptance line of the Production Contract accompanying this License will acknowledge that:

- a) you have read and understood the terms, conditions and provisions set forth below;
- b) you are authorized to enter into the Production Contract on behalf of Licensee; and
- c) you agree to the terms, conditions and provisions contained herein on behalf of the Licensee.

III. MATERIALS RENTAL PROVISIONS

1. **Term and Delivery:** Provided you have signed and submitted the Production Contract and paid the full applicable royalty, rental and security fees as described in Section II.1, the MTI Rental Materials will be shipped approximately two (2) months prior to the first performance. If the MTI Rental Materials are needed in advance of the two (2)-month period stated above, the charge is one hundred dollars (\$100.00) for each additional week or part thereof, subject to availability. If you have not signed and submitted the Production Contract and remitted full payment by a date to enable shipment approximately two (2) months prior to first performance, MTI cannot guarantee the MTI Rental Materials will be delivered in sufficient time to meet your production schedule.
2. **Authorized Rental Materials:** The MTI Rental Materials are the only Play materials authorized by the Rightsholders and must be rented from MTI as a condition of this Production Contract. You may not use scripts or orchestra parts obtained from other sources (including unauthorized materials posted on the Internet). The full rental fee must be paid even if you do not intend to use any or all of the MTI Rental Materials in your production.
3. **Ownership:** All MTI Rental Materials, including missing materials, remain the property of MTI and must be returned to MTI following the conclusion of your production. You understand that the MTI Rental Materials cannot be used for any purpose other than as stated in this License. The MTI Rental Materials may not be copied, scanned or otherwise reproduced, sold, traded, offered for sale or trade, posted online, used for performances other than those specified in this Production Contract or otherwise transferred physically or digitally.
4. **Suitability:** Although MTI strives to provide the highest quality service to you, MTI makes no representation as to the adequacy, suitability and/or condition of the materials indicated above. Any missing or damaged materials MUST be reported to MTI's Business Office within five (5) business days after your receipt of your shipment, or you may be liable for full replacement charges upon their return to MTI.
5. **Shipping Charges:** You are responsible for shipping charges BOTH WAYS for materials that MTI rents and/or supplies to you, as well as all customs charges, duties and the like in connection with shipments of materials outside of the United States and return shipment to MTI. You are responsible for complying with all customs regulations applicable to the return of materials to the United States. MTI ships by USPS, FedEx, UPS or other carriers at its sole option. Any expense that MTI incurs with respect to the delivery or return of the materials to its library shall be charged to you; you agree upon demand promptly to reimburse MTI for the full amount of such expense. A \$10 handling fee is applied to each order.
6. **Return of Materials:** You agree that, no later than seven (7) days after the last performance under this Production Contract, you will return to MTI, by prepaid carrier, insured for not less than seven hundred fifty dollars (\$750.00), the complete set of materials (including any additional materials ordered) in as good condition as when you received it. Should you fail to do so, MTI shall be entitled to an additional rental fee of twenty dollars (\$20.00) per item for each day that you retain any material beyond the period of seven (7) days after the last performance. You are responsible for the safe return to MTI of all MTI Rental Materials. If complete materials are not returned all at once and properly labeled, your account may not be credited or you may be liable for a restocking fee.
7. **Address for Return of Materials:** All materials must be returned to MTI's Music Library in Connecticut (Address listed below)

DO NOT SHIP RENTED PRODUCTION MATERIALS TO THE NEW YORK BUSINESS OFFICE!

**RETURN ALL RENTED
PRODUCTION MATERIALS TO:**

**Music Theatre International
31A Industrial Park Road
New Hartford, CT 06057**

Phone: 860-379-3320

Any materials returned to MTI's New York Business Office will be subject to a transfer charge of up to \$50.00.

8. **Damage/Loss:** Any damage to or loss of the materials shall be charged to you. You agree upon demand promptly to reimburse MTI for the full amount of such evaluated damage to or loss of materials. Any materials lost or damaged while in your possession will be assessed replacement fees as set forth in this Production Contract.

PLEASE KEEP THIS PAGE FOR YOUR RECORDS

LIMITED STREAMING LICENSE

Your MTI Rep: KAITLIN STERN
Your MTI Account Number: 6742070
Contract #: 9666129 Printed on: 12/17/20

LIMITED STREAMING LICENSE

MTI Access Code: LIT1589472

Defined Terms Used in this License:

Licensee: SAUCON VALLEY HIGH SCHOOL

Streaming License Fee: \$ 75.00

Play: LITTLE WOMEN

Minimum Per Performance Royalty of \$ 35.00 against 10.00% of gross receipts, whichever is greater

A Note About Streaming:

MTI has worked closely with authors and other rightsholders to make streaming available to amateur groups who are eager to present their shows during these challenging times, despite the unprecedented obstacles producers face in bringing audiences into their theatres.

While the streaming option can deliver a stage performance to remote viewers, we feel strongly that streaming is not a comparable substitute for a live, "in-person" theatrical experience. Theatre is unique in the person-to-person connection it offers to audiences and performers alike and we look forward to the day when streamed performances are no longer necessary to support our customers engaging in this great art form.

When signed by Licensee in the space indicated below, and upon receipt by Music Theatre International ("MTI") of Licensee's payment of the Streaming License Fee, the following terms shall constitute an agreement between the Licensee and MTI with respect to the Play.

Licensee has requested the right to record its AMATEUR production of the Play to make it available for viewing remotely on the SHOWTIX4U.COM streaming platform, and MTI has agreed, insofar as it is concerned, to permit such recording and streaming, strictly on the terms and conditions set forth in this Limited Streaming License and the associated Production Contract.

Accordingly, the Licensee agrees as follows:

A. GRANT OF RIGHTS AND STREAMING OPTIONS

- Grant of Capture and Streaming Rights.** Notwithstanding any prohibition against video recording in the associated Production Contract for the Play, this Streaming License grants Licensee permission to capture its live stage production of the Play, solely for the purpose of streaming it on the SHOWTIX4U.COM streaming platform ("SHOWTIX4U.COM") to remote audience members who have purchased tickets to view the stream through SHOWTIX4U ("Stream Viewers"). Licensee acknowledges and agrees that (i) all terms and conditions of the Production Contract and any associated riders, including the prohibition on making changes to the book, music and lyrics of the Play, apply to any performance livestreamed or recorded pursuant to this Streaming License (each, a "Video Performance"), and (ii) all Video Performances may be distributed only via SHOWTIX4U.COM, and streaming, broadcasting or any other distribution of the Video Performance is not permitted on any other platform or service (e.g., YouTube, Vimeo, Google Classroom, Facebook, Zoom or other social media).
- Streaming Options for the Play:** This Streaming License permits the Licensee to do the following:
 - Livestream:** Licensee may livestream (as defined below) one or more performances of its live stage production solely to Stream Viewers via SHOWTIX4U.COM. Livestreams may be shown only live, although SHOWTIX4U.COM will permit Stream Viewers a limited period of time to pause or restart from the beginning. "Livestream" means that the Video Performance is broadcast live over SHOWTIX4U.COM.
 - Scheduled Stream:** Licensee may live-capture one or more performances of its live stage production of the Play (either at a live performance in front of an audience and/or at an onstage, recording session scheduled for this purpose, all of which may be edited into one Video Performance provided that no changes or additions in the book, lyrics or music of the Play may be made in the editing process) and make such capture available for viewing solely by Stream Viewers who have purchased tickets to view at limited, scheduled times during the Term of Licensee's Production Contract.
 - On Demand:** Licensee may make its Video Performance of the Play (whether created through live-capture or prerecorded) available for viewing on demand on SHOWTIX4U.COM by Stream Viewers for up to one year from the first performance date (which may be extended upon payment of the then current on-demand renewal fee, if extension rights are then available). Licensee acknowledges that rightsholders may at any time withdraw permission for on-demand viewing beyond the then-current term. Licensee may edit the various recorded performances into one video provided that no changes or additions in the book, lyrics or music of the Play may be made in the editing process.

LIMITED STREAMING LICENSE *continued*

- (d) **Remote Performance:** Licensee may use video conferencing technology (e.g., Zoom) or other video recording methods to create a "Remote Performance" of the Play and may stream such Remote Performance on SHOWTIX4U.COM, subject to the following. A "Remote Performance" is a production of the Play in which cast members perform individually from remote locations rather than live onstage. The Remote Performance may be presented live on a video-conferencing platform (with or without prerecorded segments) or the individual performances may be recorded separately and edited together to create a single Video Performance for streaming. Licensee may utilize any video recording method, including video conferencing technology (e.g., Zoom), for auditions and rehearsals and to capture its Remote Performance. Regardless of the method of creating a Remote Performance, no changes or additions in the book, lyrics or music of the Play may be made in the editing process. Licensee acknowledges that although Zoom and other video conferencing technology may be used in the performance, capture and editing of the Remote Performance, the final edited Remote Performance may only be distributed on SHOWTIX4U.COM. It is permissible to stream a Zoom performance through SHOWTIX4U.COM but the Zoom performance cannot be distributed directly to an audience through Zoom, nor can the Remote Performance be streamed on any other audiovisual platform (YouTube, Vimeo, etc.). Remote Performances under this paragraph may be viewed solely by Stream Viewers who have purchased tickets to view on SHOWTIX4U.COM on the performance dates set forth in Licensee's Production Contract.
3. **SHOWTIX4U.COM Platform:** As a condition of this Streaming License, all streams must take place on SHOWTIX4U.COM and Licensee must make arrangements with ShowTix4U separately. Licensee acknowledges that SHOWTIX4U.COM will be password-protected and will not permit downloading, copying or other duplication or redistribution of the Video Performance.
4. **Term:** If any of the conditions set forth in the Production Contract have changed in any way that would affect streaming performances (including change of dates, cancellation or addition of performance(s), ticket price adjustments), Licensee agrees it will notify its MTI customer representative in writing immediately, and MTI must approve all changes in writing before they may take effect. Such changes may alter the fees quoted in the Production Contract. If Licensee requests the right to add additional streaming performances, Licensee agrees not to announce, advertise, present or sell tickets for such additional performances without prior written approval from MTI.

B. GENERAL TERMS AND CONDITIONS

1. **Royalties and Fees:** Licensee acknowledges that in addition to the royalties payable pursuant to the Production Contract for the right to produce and present the Play and the Streaming License Fee to acquire the rights granted in this Streaming License, Licensee must pay the Streaming Royalty listed at the top of this Streaming License. The Streaming Royalty is the greater of (a) the gross proceeds from all streaming tickets sold times the streaming royalty percentage set forth above and (b) the Per Performance Minimum Royalty set forth above. For example, if you are not charging for streaming tickets, you must still pay the Per Performance Minimum Royalty for each streaming performance. The aggregate Streaming Royalty will be deducted from the proceeds of all streaming tickets sales and paid directly to MTI by SHOWTIX4U.COM. Additional per ticket charges may be imposed by SHOWTIX4U.COM.
2. **Advertising Restrictions:** Licensee is not permitted to advertise and sell tickets for the Video Production regionally or nationally. Accordingly, Licensee agrees that its advertising, marketing and promotion of the Video Performance will be limited to its customary local outlets and its social media accounts. Licensee shall not issue any advertising or publicity for streaming to national media such as Broadway.com, Broadway World, Playbill, etc.
3. **Non-Commercial Venture.** Licensee acknowledges that the Video Performance may be created by Licensee solely for streaming on SHOWTIX4U.COM and neither the Video Performance nor any other video recording of the Play may be sold, leased, duplicated or rented except as provided as herein or in a separate MTI video license (available for certain titles only).
4. **Billing.** Licensee shall post the full billing credits for the Play onscreen, and shall follow all requirements as to order, size and wording of credits, as provided in the associated Production Contract. Licensee may also distribute a digital program to each Stream Viewer. Such billing shall include the following credit:

**STREAMING IS PRESENTED BY SPECIAL ARRANGEMENT WITH
MUSIC THEATRE INTERNATIONAL (MTI) NEW YORK, NY.**

All authorized performance materials are also supplied by MTI. mtishows.com

5. **Restriction on Distribution.** In no event may any recording of the Play authorized herein, either in whole or in part, be otherwise reproduced and/or disseminated in any way, including broadcasting, televising, sale or electronic transmission and/or posting on the Internet or social media except as expressly authorized in this Streaming License.

LIMITED STREAMING LICENSE *continued*

6. **Copyright Infringement.** Licensee understands that its failure to follow the above requirements, even if inadvertent, could subject Licensee to liability for statutory copyright infringement under federal law. Licensee agrees that, without limiting any other recovery that MTI and/or the rightsholder(s) may obtain against Licensee, whether at law or at equity, for its breach of this Agreement, Licensee shall, at a minimum, reimburse MTI and/or the rightsholder(s) for its out-of-pocket legal fees and shall pay to MTI and/or the rightsholder(s) damages equal to three times the total license royalty fees paid or payable to MTI by Licensee for its production of the Play or statutory damages in lieu thereof.
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11. **Miscellaneous.** All other provisions, terms and conditions of the Production Contract shall continue in full force and effect. This Streaming License shall be governed by the laws of the State of New York.

ACCEPTANCE

By signing this Streaming License, you represent that you are authorized to sign this Streaming License on behalf of the Licensee, that you have read and understand the terms and conditions set forth in this Streaming License and that the Licensee agrees to abide by the terms and conditions contained herein.

PRINT YOUR NAME _____ TITLE _____

AUTHORIZED SIGNATURE _____ DATE _____

EMAIL _____ DAY PHONE _____

RESTRICTIONS ON CHANGES TO PLAY AND USE OF REPLICA ELEMENTS

By signing the Production Contract to which this Rider is attached, the individual signing on behalf of Licensee (the "Authorized Signatory") acknowledges, on behalf of Licensee, that under federal copyright law and the terms of the Production Contract, the Licensee may not (a) make any changes to the Play or any additional materials purchased or rented from MTI (the "MTI Rental Materials") or (b) use any choreography, direction or design elements from any prior production or film version of the Play except as set forth below under **Permitted Uses**. Without limiting the foregoing, Licensee acknowledges that it **may not**:

- Make changes of any kind, including changes of music, lyrics, dialogue, sequence of songs and/or scenes, time period, setting, characters or characterizations or gender of characters in the Play, regardless of whether the authors have approved any similar changes for a prior production of the Play.
- Add music, dialogue, lyrics, scenes, scenarios, characters, framing devices or anything to the text or structure of the Play as embodied in the MTI Rental Materials, including adding any songs or dialogue from any film version of the Play or from any other version of the Play.
- Delete, in whole or in part, any material (including music, lyrics or text) from the Play as embodied in the MTI Rental Materials.
- Use any of the designs, direction, choreography, logos or artwork, or other intellectual property from any Broadway, London, or touring productions or from any film version of the Play, except as set forth below under **Permitted Uses**. The rights to all of these elements are owned by third parties and are not granted as part of this Performance License.

Permitted Uses: Notwithstanding the foregoing restrictions, Licensee may use production elements such as choreography, direction, designs and/or logos when (i) any such elements are specifically authorized for use by MTI, either as part of MTI's standard rental package (or ShowKit®, for Broadway Junior® titles), or (ii) a license to use any such element is purchased separately by Licensee, where available.

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By signing the Production Contract, which incorporates by reference the terms of this Rider, the Authorized Signatory acknowledges that the Authorized Signatory:


- a. has read and understands the terms above regarding changes to the Play and use of replica elements;
- b. has reviewed, or will review, the terms of this Production Contract regarding changes to the Play and use of replica elements with the director and entire creative team of Licensee's production; and
- c. represents and warrants that the director and creative team have been or will be instructed that (i) no changes may be made to the Play without the written consent of the Rightsholders and (ii) they shall not copy or replicate any of the creative elements of prior productions or film version of the Play.

****Please give this form to your BUSINESS OFFICE or PURCHASING DEPARTMENT****
 Your organization may require MTI's W-9 before it can pay amounts due under your license.
Questions? Email: ap@mtishows.com.

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. MTI Enterprises Inc.		
2 Business name/disregarded entity name, if different from above d/b/a Music Theatre International		
Print or type. See Specific Instructions on page 3.	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>		
5 Address (number, street, and apt. or suite no.) See instructions. 423 West 55th Street, 2nd Floor		Requester's name and address (optional)
6 City, state, and ZIP code New York, NY 10019		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. <small>Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</small>																																						
	<table border="1" style="width: 100%;"> <tr> <th colspan="9">Social security number</th> </tr> <tr> <td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td> </tr> <tr> <td colspan="3">or</td> <th colspan="6">Employer identification number</th> </tr> <tr> <td style="width: 20px;">1</td><td style="width: 20px;">3</td><td style="width: 20px;">-</td><td style="width: 20px;">2</td><td style="width: 20px;">9</td><td style="width: 20px;">7</td><td style="width: 20px;">6</td><td style="width: 20px;">4</td><td style="width: 20px;">6</td><td style="width: 20px;">8</td> </tr> </table>	Social security number																		or			Employer identification number						1	3	-	2	9	7	6	4	6	8
Social security number																																						
or			Employer identification number																																			
1	3	-	2	9	7	6	4	6	8																													

Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶  Date ▶ **1/3/2020**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

This document is intentionally included for organizations that
 require MTI's W-9. Please give this form to your
BUSINESS OFFICE or PURCHASING DEPARTMENT