

Saucon Valley School District

Regular Meeting of the Board of Education

February 9, 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 settlement agreement.

- 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** – February 9, 2020
- VI. **Approval of Minutes** – January 26, 2021
- VII. **Recognition** – None
- VIII. **Presentation**
 - A. Second Quarter Parent Satisfaction Survey – Jaime Vlasaty
- 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 – \$288423.68
- B. Cafeteria Expenditures – \$9,796.97
- C. Health Benefits – None
- D. Capital Projects – \$6,026.78

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**Recommendations for Approval**

No Report or Recommendations

Recommendation: No Recommendations

AGENDA ITEMS**A. Education****Items/Projects for Discussion**

- A. Academic and Personnel Summary – February 3, 2021

Recommendations for Approval**Residency Adjudication**

1. Approve the Residency Adjudication involving student #75488 as presented.

Settlement Agreement

2. Approve the settlement agreement for student #13083.

2021-22 High School Program of Studies*

3. Approve the 2021-22 High School Program of Studies.

First Reading of Policies*

4. Approve the first reading of the following policies:

Policy 317 - Conduct/Disciplinary Procedures

Policy 417 - Conduct/Disciplinary Procedures

Policy 517 - Conduct/Disciplinary Procedures

After School Remediation*

5. Approve the After School Remediation program.

Lehigh University Memorandum of Understanding

6. Approve the agreement between the Saucon Valley School District and Lehigh University which will provide eligible employees accepted into the College of Education programs, the opportunity to receive scholarship monies provided by Lehigh University to cover the difference between the district reimbursement for credits and the Lehigh University tuition. This agreement begins May 25, 2021 and continues until May 18, 2024.

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

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

None

Recommendations for Approval**Resignation**

1. Approve the following resignations:

Frank Kulla, part time bus driver effective January 25, 2021.
Jennifer Basmagy, instructional paraprofessional her last day will be February 19, 2021.

Memorandum of Understanding Addendum – Long Term Substitutes

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

Long Term Substitute

3. Approve the following long term substitute:

Melissa Miller as high school English long term substitute, beginning January 14, 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. Ms. Miller is replacing Matthew Shaw, who will recently resigned.

Unpaid Medical Leave

4. Approve an unpaid medical leave for Lynn Beller, Elementary School Cafeteria Monitor, from March 16-31, 2021. She will be using her sick and personal days prior to starting unpaid medical leave.

Addition(s) to the Substitute List

5. Approve the following 2020-21 substitute teacher(s):
Vivian Demko – Elementary

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

C. Facilities**Items/Projects for Discussion**

None

No Reports of Recommendations

Recommendation: No 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.

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 – January 27, 2021

Recommendations for Approval**Power Washer***

1. Approve the purchase of a Karcher HDS Undercarriage Cleaner at a cost of \$5,716. This item has been budgeted for in the 2020-2021 school year budget.

Transportation Gate*

2. Approve the purchase and installation of two cantilever slide gates to replace the swing gate at the Transportation Building at a cost of \$9,878. This item has been budgeted for in the 2020-2021 school year budget.

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 ~

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

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

March 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.

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, January 26, 2021 via an online meeting. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Tracy Magnotta, Dr. Shamim Pakzad, Sandra Miller and Shawn Welch. Also present were Dr. Craig B. Butler, Superintendent; David Bonenberger, Board Secretary and Alicia Luke, District Solicitor

- I. **Call to the Order** – 7:05 pm - *Susan Baxter, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*
9-present, 0-absent
- IV. **Motion to Approve Agenda** – Director Welch, seconded by Director Miller moved to approve the Agenda. Vote: 9-yes, 0-no
- V. **Announcement of Executive Session** – January 26, 2021
- VI. **Approval of Minutes** – Director Eichfeld, seconded by Director Karabin moved to approve the minutes of January 12, 2021. Vote: 9-yes, 0-no
- VII. **Recognition** – None
- VIII. **Presentation** –None
- IX. **Superintendent's Report** – *Dr. Craig Butler, Superintendent* Dr. Butler thanked the Board for their service, January is School Director Recognition Month.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$596,831.12
 - B. Cafeteria Expenditures – \$27,560.41
 - C. Health Benefits – \$267,323.79
 - D. Capital Projects – None
 1. Approve the above presentation of bills.

Director Dettmar, seconded by Director Welch moved to approve the Presentation of the Bills. Vote: 9-yes, 0-no
- XII. **Treasurer's Report** – *Cedric Dettmar/David Bonenberger*
 - A. Cash Investment and Bond Activity
 - B. Condensed Board Summary Report

- C. Capital Project Finance Report - None
- D. Budget Transfers - None
- E. Middle School Activity Report – December 31, 2020
- F. High School Activity Report – December 31, 2020

1. Approve the above Treasurer's Report.

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

A. Education

- A. Academic and Personnel Committee – January 19, 2021

No Reports of Recommendations

B. Personnel

1. Approve the retirement of Deborah Szulborski, custodian, her last day will be February 28, 2021.

2. Approve the following health sabbatical request:
Amy Pulli, second grade teacher beginning March 22, 2021.

3. Approve the following unpaid medical leave:
Michelle Horvath, high school social studies teacher, to begin unpaid medical leave beginning January 15, 2021 for the remainder of the 2020-21 school year. Mrs. Horvath will return to her teaching duties at the beginning of the 2021-22 school year.

4. Approve the following long term substitutes:
Mikayla Deiter, high school English long term substitute, beginning January 20, 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. Ms. Deiter is replacing Robyn Heppenheimer, who will be on leave during this time.
Christina Harrison, continue as a high school social studies long term substitute, beginning January 14, 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. Ms. Harrison is continuing for Michelle Horvath, who will be on leave during this time.
Mary Pope, continue as a high school English long term substitute, beginning January 14, 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. Ms. Pope is continuing for Genia Miller, who will be on leave during this time.

Michael Yoder, continue as a high school English long term substitute, beginning January 14, 2021 through January 19, 2021. Base salary is \$53,182 (B, Step 1), which will be prorated for the number of days worked. Mr. Yoder will continue until Mikayla Deiter can begin working.

5. 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.

Danielle Zeda – Middle School – effective January 27, 2021

6. Approve the following unpaid days:

Donna Schmitt, transportation, April 8th and 9th, 2021 as unpaid days. She will be using her last 2 personal days on April 6th and 7th, 2021.

Arianna Schnalzer, elementary art teacher, February 8th (½ day), 9th, and 10th, 2021 as unpaid days.

7. Approve the following mentors 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>
Mel Moyer	Mikayla Deiter, High School
Jennifer Davison	Molly Cook, Elementary School
Lauren Moyers	Lindsey Permar, Elementary School

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

High School

Brian Welsko – Producer – \$6,060

Hannah Arnold – Assistant Director – \$1,313

Abigail Arnold – Vocal Director – \$1,313

Alanna Van Kampen – Choreographer – \$1,313

Mario Marcozzi – Honor Society – \$543.72 (replacing Janice Kimenhour)

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 Items #1-8.
Vote: 9-yes, 0-no

9. Approve the Memorandum of Understanding with the Saucon Valley Education Association involving COVID-19 and Quarantine.

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

C. Facilities

- A. Facilities Committee Summary – January 20, 2021

No Reports of Recommendations

D. Finance

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

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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 – January 13, 2021

1. Authorize Administration to proceed with the purchase of one 84-passenger school bus and four 9-passenger vans.

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

2. Approve the transfer of \$224,000 from the General Fund to the Capital Reserve Fund.

Director Welch, seconded by Director Eichfeld moved to approve Finance Item #2.

Vote: 9-yes, 0-no

- E. Community Outreach – SV Partnership** – *Michael Karabin and Shawn Welch*
- F. Bethlehem Area Vo-Tech School** – *Cedric Dettmar and Bryan Eichfeld*
- G. Colonial Intermediate Unit** – *Sandra Miller*
- H. PSBA** – *Sandra Miller 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*
- L. New Business**

- A. Discussion regarding Committee Meetings.

Director Baxter discussed with the Board changing the days the various committees meet. It was decided that the new schedule will be as follows:

Facilities Committee will meet the 2nd Wednesday of every month.

Finance Committee will meet the 3rd Wednesday of every month.

Academic & Personnel Committee will meet the 4th Wednesday of every month.

All meetings will begin at 5:00 pm.

- M. Old Business**

XIII. Citizens' Inquiries and Comments – None

XIV. Announcements

Future Meetings ~

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

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

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

XV. Motion to Adjourn Meeting

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

Vote: 9-yes, 0-no

7:20 pm

ATTEST: _____
Secretary President

Fund Accounting Check Summary

PLGIT GENERAL - From 01/22/2021 To 02/05/2021

facksmc

Check# 00056810 Through Check# 00056917

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056810	BESZ, KEITH E.	OTHER PROFESSIONAL SVC.....		60.00
00056811	HAMMER, KEVIN	OTHER PROFESSIONAL SVC.....		71.00
00056812	JAMES E. SANDS	OTHER PROFESSIONAL SVC.....		66.00
00056813	JAMES SCHUYLER DUTT	OTHER PROFESSIONAL SVC.....		66.00
00056814	Stout, Janice	OTHER PROFESSIONAL SVC.....		71.00
00056815	Len Hardy Jr.	OTHER PROFESSIONAL SVC.....		60.00
00056816	Robert Coccia	OTHER PROFESSIONAL SVC.....		77.00
00056817	WILLIAM CALIGIURI	OTHER PROFESSIONAL SVC.....		77.00
00056818	Ordiway, Christopher B.	OTHER PROFESSIONAL SVC.....		71.00
00056819	EVANS, MICHAEL	OTHER PROFESSIONAL SVC.....		278.00
00056820	FEINSTEIN, ERIC	OTHER PROFESSIONAL SVC.....		71.00
00056821	MARLENE BAER	OTHER PROFESSIONAL SVC.....		71.00
00056822	Turing Tumble, LLC	GENERAL SUPPLIES.....		138.87
00056823	AFLAC	AFLAC W/H.....		247.95
00056824	KEYSTONE COLLECTIONS GROUP	BERKHEIMER GARN W/H.....		21.00
00056825	MTI ENTERPRISES, INC.	DUES & FEES.....		400.00
00056826	PSERS	RETIREMENT CONTRIB.....		26.37
00056827	SUN LIFE ASSURANCE COMPANY	ASSURANT VOL LIFE W/H.....		1,416.77
	OF CANADA			
00056828	Brooke Wohlbach			50.00
00056829	CURRIER, BRUCE	OTHER PROFESSIONAL SVC.....		137.00
00056830	Lodwig, David	OTHER PROFESSIONAL SVC.....		137.00
00056831	MARK MCKENNA	OTHER PROFESSIONAL SVC.....		66.00
00056832	Thomas, Julian	OTHER PROFESSIONAL SVC.....		66.00
00056833	AMAZON	GENERAL SUPPLIES.....		1,560.09
00056834	BAVTS	TUITION TO AREA VO-TECH.....		16,620.00
00056835	BOSAK, ROBERT J.	OTHER PROFESSIONAL SVC.....		77.00
00056836	BSN SPORTS, LLC	GENERAL SUPPLIES.....		325.00
00056837	CCIU- CHESTER COUNTY IU #24	PRO- ED SVCS - IUS.....		3,815.56
00056838	CDW-G COMPUTER CENTERS INC.	GENERAL SUPPLIES.....		1,308.80
00056839	CINTAS CORPORATION-#101	LAUNDRY/LINEN/DRY CLEAN.....		30.00
00056840	CIRCLE OF SEASONS CHARTER	TUITION TO PA CHARTER.....		10,385.40
	SCHOOL			
00056841	COOPER ELECTRIC SUPPLY CO.	GENERAL SUPPLIES.....		523.30
00056842	DEEGAN, JANET	MISC EXPENDITURES.....		250.00
00056843	DEGEROLAMO, JARED	OTHER PROFESSIONAL SVC.....		77.00
00056844	DanmarProducts.com	GENERAL SUPPLIES.....		336.51
00056845	Defense Soap	GENERAL SUPPLIES.....		253.00
00056846	J.C. EHRLICH CO., INC.	REPAIRS & MAINT SVCS.....		247.00
00056847	FOX ROTHSCHILD, LLP	OTHER PROFESSIONAL SVC.....		11,847.26

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 01/22/2021 To 02/05/2021

facksmc

Check# 00056810 Through Check# 00056917

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056848	FRANCE, ANDERSON, BASILE AND OTHER PROFESSIONAL SVC..... COMPANY, P.C.			5,220.00
00056849	FRANK J. CHAVAR	REPAIRS & MAINT SVCS.....		260.92
00056850	FRESHWORKS INC.	EDUC SOFT & LIC.....		1,152.00
00056851	FRONTLINE TECHNOLOGIES GROUP, LLC.	PROF ED EMP TRN & DVLP.....		1,750.00
00056852	GENERAL HEALTHCARE RESOURCES, LLC	OTHER PROFESSIONAL SVC.....		2,415.00
00056853	GOPHER	GENERAL SUPPLIES.....		162.63
00056854	GRAINGER	GENERAL SUPPLIES.....		181.92
00056855	Griebble, David	OTHER PROFESSIONAL SVC.....		71.00
00056856	HELLERTOWN BOROUGH AUTHORITY	WATER & SEWER.....		8,857.02
00056857	HILLYARD - DELAWARE VALLEY	GENERAL SUPPLIES.....		344.00
00056858	Holley Sr., Lincoln	OTHER PROFESSIONAL SVC.....		60.00
00056859	INTEGRITEC INC.	REPAIRS & MAINT SVCS.....		400.00
00056860	IntegraOne	EDUC SOFT & LIC.....		41.25
00056861	J.W. PEPPER & SON INC.	GENERAL SUPPLIES.....		460.69
00056862	KEYSTONE AUTOMOTIVE	GENERAL SUPPLIES.....		198.19
00056863	KEYSTONE COLLECTIONS GROUP	OFFICE ADMIN/SERV.....	COMMUNICATIONS.....	62.00
00056864	LITERACY RESOURCES, LLC.	BOOKS AND PERIODICALS.....		87.99
00056865	LOWE AND MOYER GARAGE, INC.	GENERAL SUPPLIES.....		697.25
00056866	LOWER SAUCON TWP P.D.	SECURITY/SAFETY SERVICE.....		928.52
00056867	MACMILLAN OIL CO.OF ALLENTOWN	GENERAL SUPPLIES.....		763.00
00056868	MARTINEZ, MARY	MISC EXPENDITURES.....		250.00
00056869	MEDCO SUPPLY COMPANY	GENERAL SUPPLIES.....		454.40
00056870	LEHIGH VALLEY ACADEMY	DUES & FEES.....		40.00
00056871	MICHAEL HEITER	GENERAL SUPPLIES.....		1,141.55
00056872	MICROBAC LABORATORIES, INC.	REPAIRS & MAINT SVCS.....		178.35
00056873	MaverickLabel.Com	GENERAL SUPPLIES.....		295.00
00056874	NORTH EAST PARTS GROUP, LLC.	GENERAL SUPPLIES.....		696.94
00056875	OVERDRIVE, INC.	BOOKS AND PERIODICALS.....		18.99
00056876	Ordiway, Christopher B.	OTHER PROFESSIONAL SVC.....		71.00
00056877	PAR, INC.	EDUC SOFT & LIC.....		855.00
00056878	NCS PEARSON, INC.	EDUC SOFT & LIC.....		2,800.00
00056879	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL	TUITION TO PA CHARTER.....		18,908.22
00056880	PIONEER MANUFACTURING CO	GENERAL SUPPLIES.....		763.00
00056881	PPL ELECTRIC UTILITIES	ELECTRICITY.....		1,294.07

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 01/22/2021 To 02/05/2021

facksmc

Check# 00056810 Through Check# 00056917

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056882	QUADIEN T LEASING USA, INC.	RENTAL OF EQUIPMENT.....		1,080.00
00056883	ALL AMERICAN SPORTS CORP	REPAIRS & MAINT SVCS.....		1,184.80
00056884	ROHRER BUS SALES INC.	GENERAL SUPPLIES.....		1,786.62
00056885	Roberts Oxygen Co., Inc	GENERAL SUPPLIES.....		223.12
00056886	Ruhl, Christopher	OTHER PROFESSIONAL SVC.....		60.00
00056887	SAFETY-KLEEN SYSTEMS INC.	GENERAL SUPPLIES.....		1,421.60
00056888	SCANTRON CORP.	GENERAL SUPPLIES.....		392.05
00056889	ST. LUKE'S HOSPITAL	OTHER PROFESSIONAL SVC.....	D & A SCREENING.....	486.00
00056890	STOTZ & FATZINGER OFF.SUPPLY	GENERAL SUPPLIES.....		120.56
00056891	Stout, Janice	OTHER PROFESSIONAL SVC.....		71.00
00056892	THE LEHIGH VALLEY CHARTER	TUITION TO PA CHARTER.....		30,855.20
	H.S. FOR THE ARTS, INC.			
00056893	MORNING CALL	BOOKS AND PERIODICALS.....		48.75
00056894	TRANE U.S., INC.	GENERAL SUPPLIES.....		929.42
00056895	UGI SOUTH	NATURAL GAS.....		82.73
00056896	ULINE	GENERAL SUPPLIES.....		871.73
00056897	UNITED ELECTRIC SUPPLY CO.,	GENERAL SUPPLIES.....		456.17
	INC.			
00056898	UNITED PARCEL SERVICE	EDUC SOFT & LIC.....		43.94
00056899	WEISS-SCHANTZ AGENCY INC.	GENERAL PROP & LIAB INS.....		19,013.00
00056900	ABA SUPPORT SERVICES, LLC	OTHER PROFESSIONAL SVC.....		13,278.02
00056901	AGORA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		44,420.20
00056902	ARTS ACADEMY ELEMENTARY	TUITION TO PA CHARTER.....		4,082.66
	CHARTER SCHOOL			
00056903	BSN SPORTS, LLC	GENERAL SUPPLIES.....		4,198.90
00056904	CMG OF EASTON, INC.	REPAIRS & MAINT SVCS.....		5,430.95
00056905	EXECUTIVE EDUCATION ACADEMY	TUITION TO PA CHARTER.....		5,042.19
	CHARTER SCHOOL			
00056906	Everyday Speech C/O Cal	EDUC SOFT & LIC.....		599.98
	Brunell			
00056907	G & L Student Transportation	DUES & FEES.....		250.00
00056908	GENERAL HEALTHCARE	OTHER PROFESSIONAL SVC.....		1,806.00
	RESOURCES, LLC			
00056909	JESSICA SAWCHUK	TUITION REIMBURSEMENT.....		1,548.00
00056910	KOZEL, AMY M.	TUITION REIMBURSEMENT.....		1,761.00
00056911	MHS	EDUC SOFT & LIC.....		669.00
00056912	NATIONAL ASSOCIATION OF	DUES & FEES.....		490.00
	SCHOOL NURSES			
00056913	NORTHAMPTON COMMUNITY	TUITION TO COMM COLLEGE.....		22,911.42

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

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Fund Accounting Check Summary

PLGIT GENERAL - From 01/22/2021 To 02/05/2021

facksmc

Check# 00056810 Through Check# 00056917

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	COLLEGE			
00056914	PSERS	RETIREMENT CONTRIB.....		71.45
00056915	TALLEY PETROLEUM ENT, INC.	GASOLINE.....		6,283.91
00056916	TELEMEDICINE MANAGEMENT, INC.	GROUP INSURANCE.....		1,425.00
00056917	XEROX CORP.	RENTAL OF EQUIPMENT.....		11,601.93
		10-GENERAL FUND	288,279.08	
		Grand Total Manual Checks :	0.00	
		Grand Total Regular Checks :	288,279.08	
		Grand Total Direct Deposits:	0.00	
		Grand Total Credit Card Payments:	0.00	
		Grand Total All Checks :	288,279.08	

Fund Accounting Check Summary

LAFAYETTE GENERAL - From 01/27/2021 To 02/10/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
*D0000565	GLENN R. BROWN	OTHER PROFESSIONAL SVC.....		144.60 ^d
		10-GENERAL FUND	144.60	
		Grand Total Manual Checks :	0.00	
		Grand Total Regular Checks :	0.00	
		Grand Total Direct Deposits:	144.60	
		Grand Total Credit Card Payments:	0.00	
		Grand Total All Checks :	144.60	

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

02/04/2021 02:11:38 PM

SAUCON VALLEY SCHOOL DISTRICT

Page 1

Fund Accounting Check Summary

CAFE - PLGIT - From 01/23/2021 To 02/04/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00003189	BALFORD FARMS - LOCK BOX	MILK.....		2,253.55
00003190	FEESER'S	FOOD.....		6,362.52
00003191	K&D FACTORY SERVICE	REPAIRS & MAINT SVCS.....		133.49
00003192	MORABITO BAKING CO.	FOOD.....		164.38
00003193	PENN JERSEY PAPER CO.	GENERAL SUPPLIES.....		467.83
00003194	SINGER EQUIPMENT COMPANY	GENERAL SUPPLIES.....		415.20

50-CAFETERIA 9,796.97

Grand Total Manual Checks :	0.00
Grand Total Regular Checks :	9,796.97
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	9,796.97

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

02/04/2021 02:53:10 PM

SAUCON VALLEY SCHOOL DISTRICT

Page 1

Fund Accounting Check Summary

PLGIT/ARM 195-14 - From 07/10/2020 To 02/04/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00000167	CMG OF EASTON, INC.	CONSTRUCTION SERVICES.....		6,026.78
		39-CAPITAL PROJECT - INACT	6,026.78	
		Grand Total Manual Checks :	0.00	
		Grand Total Regular Checks :	6,026.78	
		Grand Total Direct Deposits:	0.00	
		Grand Total Credit Card Payments:	0.00	
		Grand Total All Checks :	6,026.78	

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

02/04/2021 02:13:20 PM

SAUCON VALLEY SCHOOL DISTRICT

Page 1

**Saucon Valley School District
Academic and Personnel Committee
Minutes of February 3, 2021 ~ Zoom Meeting**

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

Meeting commenced at 6:04 pm

Agenda approved by Dr. Pakzad, second by Mr. Dettmar

Meeting approved by Dr. Shamim Pakzad, second by Cedric Dettmar.

Courtesy of the floor

Amber Sams spoke regarding concerns of courses being removed from the HS Program of Studies.

Agenda Items

I. Review and approval of the High School Program of Studies to move to the full Board meeting.

The Program of Studies was presented by Ms. Gary including historically low enrolled courses, newly added courses, courses that will be offered and may run based on student registration, and courses removed from the POS due to low enrollment and other factors. These courses were reviewed and highlighted by Ms. Gary. She followed then with a comprehensive review of the changes to the Program of Studies. This item moved to the full Board meeting.

II. After School Remediation Program Grades 7 through 12.

Dr. Butler presented an After School Remediation Plan to the committee. The Plan includes securing a team of teachers to work after school with students who are failing or in danger of failure, need academic assistance, or are in need of credit recovery. Elements of the presentation included the goals of the program, impact on students, transportation costs, and instructional staff costs as well as projected student participation. The committee requested additional information prior to Tuesday's Board meeting including a process for student sign up, scheduling, identifying goals for individual students, and data documenting student progress while in the program. This item moved to the full Board meeting.

III. Policies 317, 417, and 517

These policies were reviewed by the committee and moved to the full Board meeting.

IV. Policy 216

This item was tabled until the next meeting.

Citizens' inquiries and comments – No comments

No new business or old business.

Meeting adjourned at 7:59 p.m.

Announcement of future meetings:

Wednesday, February 24, 2021

Wednesday, March 24, 2021

Wednesday, April 28, 2021

Wednesday, May 26, 2021

Wednesday, June 23, 2021



Saucon Valley High School

2100 Polk Valley Road
Hellertown, PA 18055

Phone: 610-838-7001
Fax: 610-838-5594

To: Dr. Butler
From: Tamara Gary
Re: Changes to the Program of Studies, 2021-2022 SY
Date: February 1, 2021

Changes made to the Program of Studies, 2021-2022 SY

Page 1	Updates to personnel and titles
Page 3	Graduation requirement updates as per PDE
Page 4	Graduation requirement updates as per PDE
Page 5	Career requirement updates based on PDE guidelines
Page 10	Updated language in schedule change process
Page 16	Updated dates for testing
Page 17	Updated year for Career Portfolio requirement
Page 20	Removed courses from the chart that will no longer be offered
Page 26	Added new computer science courses to the Pathway
Page 37	Removed FCS Courses: Advanced Cooking and Fashion 2
Page 38	Removed Music Courses: Introduction to Musical Theater, Performance of Jazz, and Instrumental Music
Page 46	Removed Alternative Instruction Physical Education course
Page 47	Added Comprehensive Physical Education course
Page 52	Added and updated Robotics course Added new AP Computer Science A course
Page 57	Removed Social Studies courses: Gender Studies, Western Civilization, and World at War
Page 59	Added introductory paragraph to Technology Department
Page 61	Added technology courses across the curriculum areas to one place- they are also still listed in other subject areas and Computer Science Pathway

Tamara Gary
Principal

Amy Braxmeier
Assistant Principal



Saucon Valley High School

2100 Polk Valley Road
Hellertown, PA 18055

Phone: 610-838-7001
Fax: 610-838-5594

Page 61	Added new Bit by Bit course description
Page 63	Added new AP Computer Science A course description
Page 67	Removed The Academy for Honors Engineering
Page 71	Added Automated Manufacturing Technology

Tamara Gary
Principal

Amy Braxmeier
Assistant Principal

The Saucon Valley School District, an equal opportunity employer, will not discriminate in employment, educational programs or activities, based on race, sex, handicap, or because a person is a disabled veteran. This policy of nondiscrimination extends to all other classifications as may be required by law. Publication of this policy is in accordance with State and Federal laws including the Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and Title VI and VII of the Civil Rights Act of 1964. We further affirm that all curriculum offerings and student enrollment practices will be handled without discrimination based on sex, race, religion, national origin, or non-job related handicaps or disabilities.

Saucon Valley School District

Policy

Title – 317 Conduct/Disciplinary Procedures

Section – 300 Administrative Employees

Adopted – November 14, 2006

Revised –

Content

PURPOSE

~~All administrative employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior.~~ Effective operation of district programs requires the cooperation of all employees working together under a system of policies and rules applied fairly and consistently. The orderly conduct of the district's functions requires compliance with these policies and rules, and consistent penalties and disciplinary procedures for violations.

GUIDELINES

~~When dismissal charges are filed against a certificated administrative employee pursuant to law, the Board shall hold a hearing in accordance with the procedures established in the School Code.~~

~~The Board directs that procedures be established whereby~~ All administrative employees are ~~informed of the disciplinary actions that are considered appropriate and may be applied for violation of district policies, rules and procedures.~~ expected to conduct themselves in a manner consistent with appropriate and orderly behavior.

All administrative employees shall comply with district policies, rules, and regulations; attempt to maintain order; perform assigned job functions; and carry out directives issued by supervisors.

~~In the event it is necessary to demote or dismiss an administrative employee, a hearing shall be provided as required by statute.~~

When demotion or dismissal charges are filed against a certificated administrative employee pursuant to law, the Board shall hold a hearing in accordance with the

procedures established in the School Code; non-certificated administrative employees may be entitled to a hearing at the employee's request, pursuant to the School Code and local agency law

When engaged in assigned duties, no employee shall participate in activities that include - but are not limited to - the following:

1. Physical or verbal abuse, or threat of harm, to anyone.
2. Causing intentional damage to district property, facilities - and equipment.
3. Forceful or unauthorized entry to or occupation of district facilities, buildings - and grounds.
4. Use, possession, distribution, or sale of alcohol, drugs - or other illegal substances.
5. Use of profane or abusive language.
6. Failure to comply with directives of district officials, security officers, or law enforcement officers.
7. Carrying onto or possessing a weapon on school grounds without authorization from the appropriate school administrator.
8. Violation of district policies, rules - and regulations.
9. Violations of federal, state, or applicable municipal law or regulation.
10. Conduct that may obstruct, disrupt, or interfere with teaching, research, service, administrative or disciplinary functions of the district, or any activity sponsored or approved by the Board.

11. Non-professional relationships with students.

Mandatory Reporting

Within seventy-two (72) hours of the arrest or conviction, employees shall report to the Superintendent or designee on the designated form:

1. An arrest or conviction required to be reported by law; and/or
2. Being named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law.

An employee shall be required to submit new criminal history background checks if the

Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law to the District, and the employee has not notified the Superintendent or designee within seventy (72) hours of the arrest or conviction.

An employee shall be required immediately to submit a new child abuse history certifications if the Superintendent or designees has a reasonable belief that the employee was named as a perpetrator in a founded or indicated report or has provided written notice of such occurrence.

An employee who fails to accurately and timely report such arrests, convictions, or reports naming the employee as a perpetrator of abuse as described above shall be subject to disciplinary action, up to and including termination and criminal prosecution.

Title IX Sexual Harassment and Other Discrimination

Whenever the allegations underlying a report of administrative employee misconduct include conduct that appears to constitute harassment or other discrimination, including Title IX sexual harassment, subject to policies and procedures specific to such conduct, the Compliance Officer/Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in the applicable Board policies. Whenever an investigation by the district of administrative employee misconduct reveals indications of conduct by any person that appears to constitute harassment or other discrimination, including Title IX sexual harassment, the Compliance Officer/Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in policies specific to such discrimination. To the extent feasible, investigations pursuant to discrimination policies shall be conducted jointly with investigations by the district of administrative employee misconduct.

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall prepare and promulgate disciplinary rules for violations of district policies, rules-and procedures that provide progressive penalties, including but not limited to-verbal warning, written warning, reprimand, suspension, demotion, dismissal and pursuit of civil ~~and criminal sanctions.~~sanctions. The Superintendent or designee shall establish procedures whereby employees shall be informed as to the disciplinary actions that are to be applied for violation of District policies and regulations.

LEGAL REFERENCES

[24 P.S. 1122](#)
[24 P.S. 1151](#)
[22 PA Code 235.10](#)
[24 P.S. 510](#)
[24 P.S. 514](#)
[Pol. 351](#)
[Pol. 451](#)
[Pol. 551](#)
[2 Pa. C.S.A. 551 et seq](#)
[24 P.S. 1121](#)
[24 P.S. 1126](#)
[24 P.S. 1127](#)
[24 P.S. 1128](#)
[24 P.S. 1129](#)
[24 P.S. 1130](#)
[23 Pa. C.S.A. 6344.3](#)
[24 P.S. 111](#)
[24 P.S. 2070.9a](#)
[24 P.S. 2070.1a et seq](#)
[22 PA Code 235.1 et seq](#)
[23 Pa. C.S.A. 6301 et seq](#)

Saucon Valley School District

Policy

Title – 417 Conduct/Disciplinary Procedures

Section – 400 Professional Employees

Adopted – November 14, 2006

Revised –

Content

PURPOSE

~~All professional employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior.~~ Effective operation of district programs requires the cooperation of all employees working together under a system of policies and rules applied fairly and consistently. The orderly conduct of the district's functions requires compliance with these policies and rules, and consistent penalties and disciplinary procedures for violations.

GUIDELINES

~~The Board directs that procedures be established whereby~~ All professional employees are ~~informed of the disciplinary actions that are considered appropriate and may be applied for violation of district policies, rules and procedures.~~ expected to conduct themselves in a manner consistent with appropriate and orderly behavior.

~~When dismissal charges are filed against a professional employee pursuant to law, the Board shall hold a hearing in accordance with the procedures established in the School Code.~~

All professional employees shall comply with district policies, rules, and regulations; attempt to maintain order; perform assigned job functions; and carry out directives issued by supervisors.

~~In the event it is necessary to demote or dismiss~~ When demotion or dismissal charges are filed against a professional employee pursuant to law, ~~a hearing shall be provided as required by statute~~ the Board shall hold a hearing in accordance with the procedures established in the School Code.

When engaged in assigned duties, no employee shall participate in activities that include but are not limited to the following:

1. Physical or verbal abuse, or threat of harm to anyone.
2. Causing intentional damage to district property, facilities and equipment.
3. Forceful or unauthorized entry to or occupation of district facilities, buildings and grounds.
4. Use, possession, distribution, or sale of alcohol, drugs or other illegal substances.
5. Use of profane or abusive language.
6. Failure to comply with directives of district officials, security officers, or law enforcement officers
7. Carrying onto or possessing a weapon on school grounds without authorization from the appropriate school administrator.
8. Violation of district policies, rules and regulations.
9. Violations of federal, state, or applicable municipal law or regulation.
10. Conduct that may obstruct, disrupt, or interfere with teaching, research, service, administrative or disciplinary functions of the district, or any activity sponsored or approved by the Board.

11. Non-professional relationships with students

Mandatory Reporting

Within seventy-two (72) hours of the arrest or conviction, employees shall report to the Superintendent or designee on the designated form:

1. An arrest or conviction required to be reported by law; and/or
2. Being named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law.

An employee shall be required to submit new criminal history background checks if the Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law to the District, and the employee has not notified the Superintendent or designee within seventy (72) hours of

the arrest or conviction.

An employee shall be required immediately to submit a new child abuse history certifications if the Superintendent or designees has a reasonable belief that the employee was named as a perpetrator in a founded or indicated report or has provided written notice of such occurrence.

An employee who fails to accurately and timely report such arrests, convictions, or reports naming the employee as a perpetrator of abuse as described above shall be subject to disciplinary action, up to and including termination and criminal prosecution.

Title IX Sexual Harassment and Other Discrimination

Whenever the allegations underlying a report of professional employee misconduct include conduct that appears to constitute harassment or other discrimination, including Title IX sexual harassment, subject to policies and procedures specific to such conduct, the Compliance Officer/Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in the applicable Board policies. Whenever an investigation by the district of professional employee misconduct reveals indications of conduct by any person that appears to constitute harassment or other discrimination, including Title IX sexual harassment, the Compliance Officer/Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in policies specific to such discrimination. To the extent feasible, investigations pursuant to discrimination policies shall be conducted jointly with investigations by the district of professional employee misconduct.

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall prepare and promulgate disciplinary rules for violations of district policies, rules, ~~and~~ and procedures that provide progressive penalties, including but not limited to ~~verbal warning, written warning, reprimand, suspension, demotion, dismissal and pursuit of civil~~ ~~and criminal sanctions.~~ sanctions. The Superintendent or designee shall establish procedures whereby employees shall be informed as to the disciplinary actions that are to be applied for violation of District policies and regulations.

LEGAL REFERENCES

24 P.S. 1122

24 P.S. 1151

[22 PA Code 235.10](#)
[24 P.S. 510](#)
[24 P.S. 514](#)
[Pol. 351](#)
[Pol. 451](#)
[Pol. 551](#)
[2 Pa. C.S.A. 551 et seq](#)
[24 P.S. 1121](#)
[24 P.S. 1126](#)
[24 P.S. 1127](#)
[24 P.S. 1128](#)
[24 P.S. 1129](#)
[24 P.S. 1130](#)
[23 Pa. C.S.A. 6344.3](#)
[24 P.S. 111](#)
[24 P.S. 2070.9a](#)
[24 P.S. 2070.1a et seq](#)
[22 PA Code 235.1 et seq](#)
[23 Pa. C.S.A. 6301 et seq](#)

Saucon Valley School District

Policy

Title – 517 Conduct/Disciplinary Procedures

Section – 500 Classified Employees

Adopted – November 14, 2006

Revised –

Content

PURPOSE

~~All classified employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior.~~ Effective operation of district programs requires the cooperation of all employees working together under a system of policies and rules applied fairly and consistently. The orderly conduct of the district's functions requires compliance with these policies and rules, and consistent penalties and disciplinary procedures for violations.

~~The Board directs that procedures be established whereby classified employees are informed of~~ GUIDELINES

~~the disciplinary actions that are considered appropriate and may be applied for violation of district policies, rules and procedures.~~ All classified employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior.

All classified employees shall comply with district policies, rules, and regulations; attempt to maintain order; perform assigned job functions; and carry out directives issued by supervisors.

In the event it is necessary to demote or dismiss, a hearing shall be provided as required by statute.

When engaged in assigned duties, no employee shall participate in activities that include but are not limited to the following:

1. Physical or verbal abuse, or threat of harm, to anyone.

2. Causing intentional damage to district property, facilities- and equipment.
3. Forceful or unauthorized entry to or occupation of district facilities, buildings- and grounds.
4. Use, possession, distribution, or sale of alcohol, drugs- or other illegal substances.
5. Use of profane or abusive language.
6. Failure to comply with directives of district officials, security officers, or law enforcement officers.
7. Carrying onto or possessing a weapon on school grounds without authorization from the appropriate school administrator.
8. Violation of district policies, rules- and regulations.
9. Violations of federal, state, or applicable municipal law or regulation.
10. Conduct that may obstruct, disrupt, or interfere with teaching, research, service, administrative or disciplinary functions of the district, or any activity sponsored or approved by the Board.

11. Non-professional relationship with students.

Mandatory Reporting

Within seventy-two (72) hours of the arrest or conviction, employees shall report to the Superintendent or designee on the designated form:

1. An arrest or conviction required to be reported by law; and/or
2. Being named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law.

An employee shall be required to submit new criminal history background checks if the Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law to the District, and the employee has not notified the Superintendent or designee within seventy (72) hours of the arrest or conviction.

An employee shall be required immediately to submit a new child abuse history certifications if the Superintendent or designees has a reasonable belief that the employee was named as a perpetrator in a founded or indicated report or has provided

written notice of such occurrence.

An employee who fails to accurately and timely report such arrests, convictions, or reports naming the employee as a perpetrator of abuse as described above shall be subject to disciplinary action, up to and including termination and criminal prosecution.

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Whenever the allegations underlying a report of classified employee misconduct include conduct that appears to constitute harassment or other discrimination, including Title IX sexual harassment, subject to policies and procedures specific to such conduct, the Compliance Officer/Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in the applicable Board policies. Whenever an investigation by the district of classified employee misconduct reveals indications of conduct by any person that appears to constitute harassment or other discrimination, including Title IX sexual harassment, the Compliance Officer/Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in policies specific to such discrimination. To the extent feasible, investigations pursuant to discrimination policies shall be conducted jointly with investigations by the district of classified employee misconduct.

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The Superintendent or designee shall prepare and promulgate disciplinary rules for violations of district policies, rules and procedures that provide progressive penalties, including but not limited to verbal warning, written warning, reprimand, suspension, demotion, dismissal and pursuit of civil ~~and criminal sanctions.~~sanctions. The Superintendent or designee shall establish procedures whereby employees shall be informed as to the disciplinary actions that are to be applied for violation of District policies and regulations.

LEGAL REFERENCES

24 P.S. 510

24 P.S. 514

Pol. 351

Pol. 451

Pol. 551

2 Pa. C.S.A. 551 et seq

23 Pa. C.S.A. 6344.3

[24 P.S. 111](#)

[23 Pa. C.S.A. 6301 et seq](#)



William Gaudelli
Dean and Professor

College of Education
Iacocca Hall, A-325
111 Research Drive
Bethlehem, PA 18015-4794
Tel: (610) 758-3221 | Fax: (610) 758-6223
Email: wjg318@lehigh.edu
Web: <http://ed.lehigh.edu>

Professional Development Partnership Agreement
between
Saucon Valley School
District
and
Lehigh University, through Its College of Education

This Professional Development Partnership Agreement (the "Agreement") is entered into as of this 25 day of May, 2021 between **Saucon Valley School District** (henceforth, "**Saucon Valley**" or "the District") and Lehigh University, through its College of Education (henceforth "COE"). The purpose of this partnership is to enhance the relevant professional development of professional personnel employed by **Saucon Valley**. This Agreement identifies the three goals of the partnership and sets forth the provisions that will govern the partnership.

The parties hereto agree as follows:

Goals

The following three goals shall guide the partnership and form the basis for assessing and evaluating its success:

1. To produce the most favorable environment for growth of all children in **Saucon Valley**, leading to the best educational and personal outcomes for those children.
2. To enhance the job-relevant professional skills of education professionals employed by the District.
3. To remove or minimize barriers which might prevent such education professionals from benefiting from relevant coursework offered by the COE.

Provisions

1. *Term.* This Agreement shall be effective as of May 25, 2021 and expire on May 18, 2024 unless earlier terminated in accordance with Section 11 below.
2. *Professional Development Scholarship.* During the term of this Agreement and

subject to the term and conditions set forth herein, COE shall provide the District's Qualifying Employees (as defined in Section 3 below), who are accepted as students of COE in accordance with this Agreement, with a scholarship discount of 8.5% of the then-current Lehigh COE tuition rate, i.e., such employees will take scholarship coursework at a cost of 91.5% of the then-current Lehigh COE tuition rate (the "Professional Development Scholarship"). *Note:* the Professional Development Scholarship does not apply to the joint MBA/M.Ed. degree, which is administered by Lehigh's College of Business, which sets the tuition rate.

3. *Qualifying Employees.* The term "Qualifying Employees" shall mean *full-time professional education* employees of the District during the term of their employment by the District ("Qualifying Employees"). Qualifying Employees include teachers, school counselors, school psychologists, school administrators and similar positions. Full-time employees who are not education professionals and part-time education professionals are not Qualifying Employees. Each semester/term, the District shall verify in writing for the COE whether an employee is a Qualifying Employee. The District shall promptly notify the COE in writing if an employee with a Professional Development Scholarship ceases to be Qualifying Employee, whether because such employee is no longer employed by the District, ceases to maintain full-time professional education employee status, or otherwise. Nothing in this Agreement shall be deemed to prevent employees of the District, whether Qualifying Employees or otherwise, from taking coursework at Lehigh University outside the provisions of this Agreement.
4. *Admissions.* Qualifying Employees must be accepted into a program of study in the COE in accordance with COE's and Lehigh University's standard admissions process and rules and regulations in order to qualify for the Professional Development Scholarship. This process includes, without limitation, that Qualifying Employees submit an application to the COE, that this application meet the standard of admission for the program of study to which that employee has applied, and that the employee is offered and accepts admission into the program. During the term of this Agreement, the COE will waive application fees for Qualifying Employees.
5. *Eligible Coursework.* The Professional Development Scholarship only applies to courses taken in the COE and courses in departments and colleges outside of the COE that are included within a program of study for a COE degree or COE Lehigh certificate ("scholarship eligible coursework"). No other courses offered by Lehigh University are covered by the Professional Development Scholarship. All such other courses are subject to Lehigh's then-current tuition rates.
6. *Existing Students.* As of the effective date of this Agreement, Qualifying Employees who are already accepted into programs of study in the COE shall be covered by this Agreement and all prior agreements related to the subject matter of this Agreement are superseded by this Agreement. Such employees shall be awarded the Professional Development Scholarship for all current and future coursework in

the COE during the term this Agreement, subject to the terms and conditions of this Agreement. They will not, however, be eligible for refunds on tuition paid for coursework completed before the effective date of this Agreement, nor will they be eligible to receive the Professional Development Scholarship after this Agreement expires unless otherwise agreed to in writing between the parties.

7. *Maximum Credits.* The Professional Development Scholarship shall apply to a maximum of 18 credits of scholarship eligible coursework per academic year. (Lehigh University's academic year begins at the start of summer term (the day after commencement in May) and ends with commencement the following May. It includes four academic terms.) Unless another discount or scholarship applies, courses taken by Qualifying Employees in excess of 18 credits of scholarship eligible coursework per academic year, or for any non-scholarship eligible coursework, will be billed at the then-current full COE tuition rate and do not qualify for the Professional Development Scholarship.
8. *Payment.* Each Qualifying Employee of the District is responsible for paying his or her own tuition expense and then seeking reimbursement from the District. The employee is also responsible for completing the Graduate Tuition Deferment Request and submitting it to the Bursar's Office. If a student ceases to be a Qualifying Employee while enrolled in scholarship eligible coursework, such student will be permitted to finish the coursework for that particular semester/term at the Professional Development Scholarship rate, after which such student shall no longer be eligible for the Professional Development Scholarship unless he or she again becomes a Qualifying Employee.
9. *Course Withdrawal.* If a Qualifying Employee withdraws from a course covered under this Agreement, he or she will be responsible for the prorated cost of tuition for that course in accordance with Lehigh University's then applicable policies, rules and regulations.
10. *District-Employee Relations.* The responsibility of the District to reimburse an employee for Lehigh University tuition or any disputes related thereto are strictly between the District and such employee. Lehigh University and the COE shall have no responsibility or liability with respect thereto and any dispute with respect thereto shall not adversely impact or alleviate responsibility for any amounts due to Lehigh University.
11. *Termination.* Either party may terminate this Agreement effective upon written notice to the other party, if the other party breaches any of the provisions of this Agreement and fails to cure such breach within thirty (30) days after receiving written notice. If the breach occurs during a semester/term in which Qualified Employees are enrolled in scholarship eligible coursework, such employees will be permitted to complete the semester/term, and will remain responsible for any outstanding tuition due. Notice shall be given to the person identified as the official contact for the District or the COE, respectively, as set forth in Exhibit A to this

Agreement.

12. *Liability.* Each party agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, and those of its officers, agents, or employees to the full extent required by law. Each party warrants and represents that it has adequate liability insurance for the protection of itself and its officers, employees, and agents, while acting within the scope of their employment by that party.
13. *Compliance with Laws.* The parties shall comply with all applicable federal, state, and local laws, codes, regulations, rules and orders.
14. *Governing Law.* This Agreement and all matters relating to it shall be governed by the laws of the Commonwealth of Pennsylvania and the policies and procedures of Lehigh University.
15. *Miscellaneous.* This Agreement embodies the entire understanding between the parties relating to the subject of this Agreement and supersedes all prior understandings, whether written or oral. This Agreement may not be amended or modified except by a written document signed by duly authorized representatives of both parties.

Signatures of Agreement

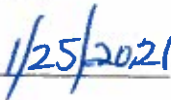
By signing below, the parties, intending to be legally bound, agree to the terms and provisions of this Agreement.

SIGNATURE

DATE

TITLE





Superintendent, Saucon Valley School District

Dean, College of Education, Lehigh University

Exhibit A
Contact Information

Saucon Valley School District:

Craig Butler
Superintendent
2097 Polk Valley Road
Hellertown PA 18055
Craig.butler@svpanthers.org

College of Education:

Jamie Kardos, Associate Director of Admission
College of Education, Lehigh University
111 Research Drive
Bethlehem, PA 18015
jsk419@lehigh.edu

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

THIS ADDENDUM 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 Memorandum of Understanding governing the 2020-2021 school year and extraordinary staffing decisions made in order to address the delivery of education during the COVID-19 Pandemic (“Original Memorandum of Understanding”).

NOW, THEREFORE, the District and the Association agree to amend the Original Memorandum of Understanding as follows:

1. The parties agree the District shall continue to employ Melissa Miller as Long Term Substitute high school English teacher 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. This Addendum 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.
3. The Addendum shall be read consistent with the Original Memorandum of Understanding executed by the parties on January 12, 2021.
4. This agreement, like the Original Memorandum of Understanding, 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.

SAUCON VALLEY EDUCATION
ASSOCIATION

SAUCON VALLEY SCHOOL DISTRICT

DATE:_____

DATE:_____

Finance Committee – January 27, 2021

The Finance Committee of the Saucon Valley School Board met on January 27, 2021 via an online Zoom meeting at 5:00pm.

The following items were on the Finance Committee agenda:

- Discussion on New Federal Grants
- Discuss Purchasing; - Floor Scrubber, Power Washer, Replacement Gate for Transportation, Burnisher.
- Discussion on After School Tutoring programs using COVID Funds
- Overview of 2021-2022 Budget
- Discussion on Financing for 5 year Plan of Major Repair Projects

The committee is recommending Board action on the purchase of a Power Washer and Replacement Gate at the February 9, 2021 Board meeting.

HWA GROUP INC

1822 EAST SUSQUEHANNA STREET
ALLENTOWN, PA 18103

(610)435-8754 phone

(610)797-5969 fax

Quote

Date	Quote #
1/15/2021	270

Name / Address
Saucon Valley School District 2097 Polk Valley Road Hellertown, PA 18055

Rep	Project
EP	

Description	Qty	Total
Karcher HDS 3.5/20 Ea Cage 2000 PSI Hot Water 208-230 Volts 1 Phase		5,845.00T
Undercarriage Cleaner Rotating		1,300.00T
Discount 20%		-1,429.00
Machine will be equipped with quick couplers to change from underbody wash to pressure washing. This is delivered price with operator training. Exempt from Sales Tax		0.00
Total		\$5,716.00

4633 Lehigh Drive Rear
Walnutport, PA 18088

Phone: 610-224-9091

Fax: 610-224-9095

E-mail: tri-borofence@rcn.com

Website: www.triborofencing.com



Estimate

Date	Estimate #
1/8/2021	010821-4

PA 011087 NJ 13VH05151500

TO:	JOB LOCATION:
Saucon Valley School District 2097 Polk Valley Rd Hellertown, PA 18055	

Customer Phone	Customer E-mail	Terms	Job Name	Referred By	Rep
610-838-7001 # 6 (Pat	eli.tirado@svpanthers....	1/2 down; bal.due on comp...	repair fence/g...		CJ

Description	Total
*Remove and dispose of existing double swing gate at no charge. Furnish and install (2) 15' cantilever slide gates, making one 30' opening. Black vinyl coated 8' high. Includes gate rollers and hardware. Also install (4) 4' high concrete filled, concrete domed bollards. Existing fence line to be re-attached to the new gate posts. The (2) existing posts in asphalt to be cut to ground level. Rock Clause: The price for said work does not contemplate the encountering of boulders or hard conditions mandating the use of a jack hammer or core drilling equipment. If these conditions are encountered a \$80.00 per hour charge WILL APPLY UPON CUSTOMER APPROVAL. Root Clause: The price for said work does not contemplate the encountering of roots that we are not able to dig through and is necessary to use cutting, grinding, or digging equipment other than an auger. There will be an additional charge for this work which will be agreed upon by Tri-Boro Fence and the customer before proceeding.	9,878.00

The above prices reflected on this Estimate are to be considered discounted, assuming payment is made by cash or check. If payment is made by credit card, a convenience charge of 3% will be added to this amount when processing the credit card transaction.

Total \$9,878.00

This is an Estimate Only. DO NOT SIGN! A signature is required on our Proposal to go to contract.

Manufacture warranties do not include labor.

Tri-Boro to do PA One Call ~ Customer to obtain permit

Note: This estimate may be withdrawn by us if not accepted within 30 days.

\$0.00

Tri-Boro will try to meet or beat "ALL" written estimates!

Visit our website for a money saving coupon at www.triborofencing.com and Like Us on Facebook.