

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, March 26, 2024, in the High School Audion. Present were Directors William Broun, Donald Carpenter, John Conte, Vivian Demko, Cedric Dettmar, Tracy Magnotta-online, Dr. Shamim Pakzad, and Jay Santos. Dr. Laurel Erickson-Parsons was absent. Also present were Judith Riegel, Board Secretary, Mark Fitzgerald, District Solicitor, and Jaime Vlasaty, Superintendent.

- I. **Call to the Order** – 7:09 pm - *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Board Secretary*  
8-present, 1-absent (Erickson-Parsons)
- IV. **Motion to Approve Agenda** – Director Conte, seconded by Director Dettmar, moved to approve the Agenda. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)
- V. **Announcement of Executive Session** – All Employment Agreements, Security Update, and Personnel Matters.
- VI. **Approval of Minutes** – Director Conte, seconded by Director Dettmar, moved to approve the March 12, 2024 minutes. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)
- VII. **Recognition** – None
- VIII. **Presentation** – Dr. Christopher Wolfel, Colonial Intermediate Unit 20
- IX. **Superintendent's Report** – *Jaime Vlasaty, Superintendent*  
The Middle School iTeam is currently at a competition; the Communication Committee had its first meeting and will soon send out a community survey. Superintendent Vlasaty reported that April 8th will be a regular school day but will be excused if parents want to keep their child home to view the eclipse. There will also be a review of the Special Education Plan; that information will be sent out soon.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XI. **Presentation of Bills** – *David Bonenberger*
  - A. General Expenditures – \$752,180.07
  - B. Cafeteria Expenditures – \$25,587.18
  - C. Health Benefits – \$151,112.97
  - D. Capital Projects – None

1. Approve the above Presentation of Bills.

Director Conte, seconded by Director Dettmar, moved to approve the Presentation of Bills. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

**XII. Treasurer's Report – Donald Carpenter/David Bonenberger**

- A. Cash Investment and Bond Activity
- B. Condensed Board Summary Report
- C. Budget Transfers – None
- D. Middle School Activity Report – None
- E. High School Activity Report – February 29, 2024

1. Approve the above Treasurer's Report.

Director Conte, seconded by Director Carpenter, moved to approve the Treasurer's Report. Vote: 8-yes, 0-no, 1-absent(Erickson-Parsons)

**XIII. AGENDA ITEMS****A. Education****No Agenda Items for Approval****B. Personnel**

1. Approve the following individuals as Head Curriculum Writers for 15 hours/\$45 per hour:  
 Donna Ellis (K-12 Health/PE)  
 Jaqueline Febbo (K-12 Business/ Technology)  
 Manuela Ruiz/ Kassandra Diehl (5-12 World Language)  
 Beverly Sparling (K-4 Spanish Immersion)
2. Approve the resignation of Lindsay Bailey, High School Administrative Assistant; her last day will be March 27, 2024
3. Approve the retirement of:  
 Paula Miller, Food Service Crew Chief; her last day will be March 29, 2024.  
 Kathleen Prindible, Administrative Assistant, her last day will be August 2, 2024.
4. Approve the following Spring Coach:  
 Chris Fluck – Track & Field – Assistant Coach - \$3,800.00
5. Approve Lee-Anne Graham as a Dedicated Building Substitute per the current Dedicated Substitute Agreement.
6. Approve the following additions to the 2023-2024 day-to-day substitute teacher list:  
 Uzma Chaudhry  
 Alexis Trejo

Director Demko, seconded by Director Santos, moved to approve Personnel Items #1-6.  
Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

**C. Facilities**

A. Facilities Committee Meeting Summary – 3/13/2024

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

Director Conte, seconded by Director Dettmar, moved to approve Facilities Item #1.  
Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

**D. Finance**

**2023-2024 Budget Timeline for the 2024-2025 School Year**

**May 31, 2024** - *District Deadline* to adopt the 2024-2025 proposed final budget and upload the signed Certification of Use of PDE-2028 into the Consolidated Financial Reporting System application.

**June 10, 2024** (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2024-2025 Proposed Final Budget available for public inspection on PDE-2028.

**June 20, 2024** (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2024-2025 final budget.

1. Approve the Bethlehem Area Vocational-Technical School Budget for the fiscal year July 1, 2024 to June 30, 2025, in the total amount of \$14,597,899.00. Saucon Valley’s portion is \$1,080,587.00 this is an increase of \$64,795.00 from 2023-2024
2. Approve the attached change order for the High School Windows project.
3. Approve the purchase of a 10-passenger van for \$59,439.00, with the cost coming from a \$32,267.74 insurance settlement and the remainder coming from the transportation budget.

Director Conte, seconded by Director Santos, moved to approve Finance Items #1-3.  
Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

**E. Community Updates**

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte* - No Report
- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*  
No Report

**F. Northampton Community College** – *Susan Baxter* – No Report

**G. Bethlehem Area Vo-Tech School** – *Vivian Demko & Cedric Dettmar* – No Report

**H. Colonial Intermediate Unit** – *Dr. Shamim Pakzad* – No Report

**I. PSBA Representative** – *Donald Carpenter* – April 8<sup>th</sup> webinar on annual Safety Report.

**J. New Business** - None

**K. Old Business** - None

**XIV. Citizens’ Inquiries and Comments** –

M. Reid – Commented on the statement she made at the last meeting and that she has not received a response to date. Policy 906 states that the Board has 10 days to respond.

**XV. Announcements**

**Future Meetings ~**

April 9, 2024 – 7 pm – Business Meeting – High School Audion

April 22, 2024, Monday – 7 pm – Business Meeting – High School Audion

**XVI. Motion to Adjourn Meeting**

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

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons 8:10PM

ATTEST \_\_\_\_\_

Secretary

\_\_\_\_\_

President