

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, October 11, 2022, in the High School Audion. Present were Directors Susan Baxter, John Conte, Cedric Dettmar, Bryan Eichfeld, Dr. Laurel Erickson-Parsons, Tracy Magnotta (online), Dr. Shamim Pakzad, and Shawn Welch. Director Michael Karabin was absent. Also present were Jaime Vlasaty, Superintendent; Judith Riegel, Board Secretary, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** at 7:01 pm - Dr. *Shamim Pakzad, President, presiding*
  - II. **Pledge of Allegiance**
  - III. **Recording of Attendance** – *Judith Riegel, Secretary*  
7-present, 2-absent (Karabin, Magnotta)
  - IV. **Motion to Approve Agenda** – Director Welch, second by Director Conte moved to approve the Agenda. Vote: 7-yes, 0-no, 2-absent (Karabin & Magnotta)
  - V. **Announcement of Executive Session** – October 11, 2022
  - VI. **Approval of Minutes** – Director Dettmar, second by Director Conte moved to approve the minutes of September 27, 2022. Vote: 7-yes, 0-no, 2-absent (Karabin & Magnotta)
  - VII. **Recognition** – None
  - VIII. **Presentation** –
    - A. High School Student Representative – Alana Weirbach
- Director Magnotta joined the meeting online at 7:07 pm.
- IX. **Superintendent’s Report** – *Jaime Vlasaty, Superintendent*  
Mrs. Vlasaty reported on Security, Teacher Retention and that October is Principal Recognition month.
  - X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
  - XI. **Presentation of Bills** – *David Bonenberger*
    - A. General Expenditures – \$858,840.71
    - B. Cafeteria Expenditures – \$23,118.08
    - C. Health Benefits – None
    - D. Capital Projects – None

1. Approve the above presentation of bills.

Director Dettmar, second by Director Welch moved to approve the Presentation of Bills. Vote:8-yes, 0-no, 1-absent (Karabin)

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

**Recommendations for Approval**

None

**XIII. AGENDA ITEMS**

**A. Education**

A. Summary of Academic & Personnel Committee Meeting – 9/28/22

1. Approve the list of Surplus/Obsolete educational materials.

2. Approve the second and final reading of policies:

Policy 251 – Homeless Students

Policy 251AR-0 - Homeless Students

Policy 251AR-1 - Homeless Intake Form

Policy 251AR-2 – Procedural Safeguards Notice of Denial of Enrollment Form

Policy 251AR-3 – Enrollment Complaint to PDE Form

3. Approve the first reading of policies:

Policy 113 – Special Education

Policy 113.1 – Discipline of Students with Disabilities

Policy 113.2 – Behavioral Support Program

Policy 113.2 AR – Behavioral Management Program

Policy 113.3 – Screening and Evaluations for Students with Disabilities

Policy 113.4 – Confidentiality of Special Education Student’s Information

Policy 113.5 – Parental Status and Appointment of Surrogate Parents for Children with Disabilities

Director Dettmar, second by Director Conte moved to approve Education Items #1-3.

Vote: 8-yes, 0-no, 1-absent (Karabin)

4. Approve the revision of the Title IX coordinator on:

Policy 103.2 - Title IX/Nondiscrimination – Based on Sex

Director Dettmar, second by Director Erickson-Parsons moved to approve Education Item #4. Vote: 8-yes, 0-no, 1-absent (Karabin)

**B. Personnel**

A. None

1. Approve a maternity leave for Amanda Hicks beginning approximately December 13, 2022. She will be using 30 sick days prior to enacting FMLA. She will then be on unpaid leave until her return on approximately May 1, 2023.
2. Approve a stipend of \$500/month for Robert Frey for services as the High School Dean of Students effective October 3, 2022.
3. Approve the resignation of Courtney Townsend as a dedicated day-to-day substitute, effective September 30, 2022.
4. Approve Courtney Townsend as a Full-Time High School, AA4 Administrative Assistant, High School effective October 3, 2022, with salary and benefits per the current Compensation and Benefits Plan.
5. Approve the following individuals on a rotating basis for Homework Club. They will be splitting the stipend of \$5,311.00.
 

Beth Ravier	Kimberly Barndt
Christina Reyes	Colleen Avia
Joanna Lemay	Marguerite Whitley
Erin Ruyak	Tamara Humphries
Heather Borger	Ann LeMaster
And D'Angelis	
6. Approve the following part-time bus drivers with hourly rates and benefits per the current Educational Support Professionals Contract, effective October 12, 2022:
 

William Cartagena, Jr - P/T Bus driver  
Ebony Rosa-Nunes, P/T Bus Driver
7. Approve Sergio Lowenberg-Rivera as a part-time Non-instructional Paraprofessional at an hourly rate & benefits per the current Educational Support Staff Compensation & Benefits Plan, effective October 12, 2022.
8. Approve the following additions to the 2022-2023 substitute list:
 

Maria Flores	SV Emergency Certified - School Nurse
Thomas Roney	SV Emergency Certified

Director Conte, second by Director Eichfeld moved to approve Personnel Items# 1-8.  
Vote: 8-yes, 0-no, 1-absent (Karabin)

**C. Facilities**

A. None

**Recommendations for Approval**

NONE

**D. Finance**

1. Approve the contract with CIU20 for Title I Instructional Services for the 2022-2023 school year.

Director Dettmar, second by Director Erickson-Parsons moved to approve Finance Item #1. Vote: 8-yes, 0-no, 1-absent (Karabin)

2. Approve the quote from Hirshberg Mechanical:  
Option A: Two Rooftop Heat Pumps (RHP 7&12) at a total cost of \$56,220.00  
Option B: Five Rooftop Heat Pumps (RHP 6,7,8,11 & 12) at a total cost of \$124,320.00

with funds coming from Fund Balance.

Director Welch, second by Director Conte moved to approve Finance Item #2.

Option A. Vote:3-yes (Magnotta, Baxter, Pakzad), 5-no, 1-absent (Karabin)  
Motion failed.

Option B. Vote:5-yes, 3-no (Magnotta, Baxter, Pakzad), 1-absent (Karabin)  
Motion passed.

3. Approve the contract with Herff Jones, Inc. for the printing and binding of the 2022-2023 high school yearbook in the amount of \$22,000.00
4. Approve the contract with Berk County Intermediate Unit for evaluation services for the 2022-2023 school year.
5. Approve the contract with The Stepping Stones Group LLC for specialized instruction services for the 2022-2023 school year.

Director Dettmar, second by Director Erickson-Parsons moved to approve Finance Items #3-5. Vote: 8-yes, 0-no, 1-absent (Karabin)

**E. Community Updates**

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte*
- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*

**F. Northampton Community College – Susan Baxter**

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

**H. Colonial Intermediate Unit – Bryan Eichfeld**

**I. New Business –**

Director Baxter, second by Director Conte moved to amend the agenda to include the resignation of the Colonial Intermediate Unit representative.

Public Comments: None

Director Welch, second by Director Eichfeld moved to accept the resignation of Bryan Eichfeld as the Colonial Intermediate Unit representative.

Director Bryan Eichfeld nominated Director Pakzad as the Colonial Intermediate Unit representative.

Director Baxter closed nominations.

Vote: 8-yes, 0-no, 1-absent (Karabin)

**J. Old Business – None**

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

D. Merrigan – Commented on the lack of citizens attending school board meetings.

**L. Announcements**

**Future Meetings ~**

October 25, 2022

November 7, 2022 – Monday (due to elections)

**M. Motion to Adjourn Meeting**

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

Vote: 8-yes, 0-no, 1-absent(Karabin)

8:05 PM

ATTEST: \_\_\_\_\_

Secretary

\_\_\_\_\_

President