

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, December 6, 2022, in the High School Audion immediately following the Reorganization Meeting. Present were Directors Susan Baxter, John Conte, Cedric Dettmar, Bryan Eichfeld, Laurel Erickson-Parsons, Michael Karabin, Tracy Magnotta, Shamim Pakzad (online), and Shawn Welch. Also present were Jaime Vlasaty, Superintendent, Judith Riegel, Board Secretary, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** – 7:16 - *Susan Baxter, President, presiding*
- II. **Motion to Approve Agenda** – Director Karabin, second by Director Eichfeld moved to approve the Agenda. Vote: 9-yes, 0-no
- III. **Announcement of Executive Session** – December 6, 2022 – Personnel & Student Legal Matter
- IV. **Approval of Minutes** – Director Welch, second by Director Conte moved to approve the minutes of November 7, 2022. Vote: 9-yes, 0-no
- V. **Recognition** – None
- VI. **Presentation** –
 - A. High School Representative – Alana Weirbach
- VII. **Superintendent’s Report** – *Jaime Vlasaty, Superintendent* – No Report
- VIII. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- IX. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$1,013,634.38
 - B. Cafeteria Expenditures – \$36,521.99
 - C. Health Benefits – \$386,856.68
 - D. Capital Projects – None
 1. Approve the above Presentation of Bills.

Director Dettmar, second by Director Eichfeld moved to approve the Presentation of 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
 - D. Budget Transfers – \$28,203.00
 - E. Middle School Activity Report – September 2022 & October 2022
 - F. High School Activity Report – September 2022
 1. Approve the above Treasurer’s Report.

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

XI. AGENDA ITEMS

A. Education

A. Sensory Development – Jillian Brodhead

1. Approve the second and final 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

Policy 209.2 AR – Serious Allergies

Director Dettmar, second by Director Conte moved to approve Education Item #1.

Vote: 9-yes, 0-no

2. Approve the attached agreement between Saucon Valley School District and Muhlenberg College regarding the participation of Muhlenberg College students in practicum experiences or student teaching at SVSD.

Director Welch, second by Director Dettmar moved to approve Education Item #2. Vote: 9-yes, 0-no

3. Approve the 2023 - 2025 Comprehensive Plan as found on the district website.

Director Welch, second by Director Conte moved to approve Education Item #3. Vote: 9-yes, 0-no

B. Personnel

1. Approve the resignation of the following dedicated day-to-day substitutes:

Amy Lookenbill, effective December 20, 2022.

Jacquelyn Fetzer, effective November 18, 2022.

2. Approve Sarah Yanega (middle school) and Stacy Wittenberg (Elementary School) as dedicated day-to-day substitutes for the 2022-23 school year working four days of a five-day school/work week where needed in assigned school buildings effective November 23, 2022. The salary will be \$175 per day, with no benefits.

3. Approve the following part-time support staff:
Gloria Mihalek, Food Service Worker, \$15.00/ hour with benefits per the current Food Service Employees Agreement, effective November 28, 2022.
Judy Zimmerman, part-time Instructional Paraprofessional, not to exceed 15 hours per week, effective December 7, 2022.
4. Approve the resignation of Deanna Davis, high school paraprofessional, effective November 9, 2022.
5. Approve William Cartagena, Jr, custodial substitute at an hourly rate of \$18.00, no benefits, effective December 7, 2022.
6. Approve the following additions to the 2022-2023 substitute list:

Tyler Hafner	Certified Business-Computer-Info Tech PK-12
Travis Spencer	SV Emergency Certified
Sera Heil	SV Emergency Certified
Chae Eun Kim	SV Emergency Certified
7. Approve the resignation of Caitlin Pages, Special Education LTS, her last day will be December 16, 2022.
8. Approve a change from a paid Assistant Girls Varsity Basketball Coach to a Varsity Girls Basketball Volunteer for Lawrence Kelchner.
9. Approve a medical sabbatical for Jennifer Falcaro, high school English teacher from November 21, 2022 to April 19, 2023.
10. Approve the following 2022-2023 athletic coaches:
Terrance Csrenko, as the Girls Softball Head Coach, at a stipend of \$5,600.00, pending completion of employment paperwork.
John Tone, Middle School Girls Asst. Basketball Coach, at a stipend of \$2,623.00, pending completion of employment paperwork.
11. Approve the following mentor for the 2022-2023 school year. Salary is per the current professional agreement, which may be prorated if not a full year of mentorship.

<u>Mentor</u>	<u>Inductee</u>
Cheri Chisesi	Deborah Kimball

Director Karabin, second by Director Welch moved to approve Personnel Items #1-11.
Vote: 9-yes, 0-no

C. Facilities

A. Facilities Committee Meeting Summary – November 9, 2022

No Recommendations for Approval

D. Finance

A. Finance Committee Meeting Summary – November 16, 2022

2022-2023 Budget Timeline for the 2023-2024 School Year

January 26, 2023 (110 days prior to primary election) – *District Deadline* to have 2023-24 Proposed Preliminary Budget available for public inspection; or adopt a Resolution not to raise the rate of any tax by more than its index.

January 31, 2023 (5 days after Resolution adoption) – *District Deadline* to submit adopted Resolution and proposed tax rate increases to the Department of Education.

February 5, 2023 (10 days prior to Preliminary Budget adoption deadline) – *District Deadline* to give public notice of intent to adopt the 2023-2024 Preliminary Budget unless a Resolution was adopted indicating that it will not raise the rate of any tax by more than its index.

February 15, 2023 (90 days prior to primary election) – *District Deadline* to adopt the 2023-2024 Preliminary Budget unless a Resolution was adopted.

February 20, 2023 (85 days prior to primary election) – *District Deadline* to submit the 2023-2024 Preliminary Budget containing proposed tax rate increases to the Department of Education.

May 31, 2023 – *District Deadline* to adopt the 2023-2024 proposed final budget and upload the signed Certification of Use of PDE-2028 into the Consolidated Financial Reporting System application.

June 10, 2023 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2023-2024 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2023 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2023-2024 final budget.

1. Approve the contract with Eshbach Brothers, L.P. in the amount of \$3,200.00 for the replacement of caulk at the stadium with funds coming from Facilities 2022-23 budget.
2. Approve the contract with Eshbach Brothers, L.P. in the amount of \$8,900.00 for an exploratory flashing probe and replacement of 25 linear feet of flashing at the roof tie-in with funds coming from Facilities 2022-23 budget

Director Karabin, second by Director Dettmar moved to approve Finance Items #1&2.
Vote: 9-yes, 0-no

3. Approve the contract with Entertainment Services Group, Inc. in the amount of \$5,125.46 for the repair of the High School Gym sound system with funds from St. Luke's Health Network donation.

Director Dettmar, second by Director Conte moved to approve Finance Item #3.

Vote: 9-yes, 0-no

4. Approve the attached contract with Employee Benefits Groups effective January 1, 2023.

Director Conte, second by Director Welch moved to approve Finance Item #4.

Vote: 9-yes, 0-no

5. Approve the commitment of \$15,146,725 by the Board of Directors from the fund balance of the General Fund of which \$6,000,00 is for PSERS, post-retirement costs per GASB 45 in the amount of \$3,500,000; \$2,646,725 reserve for health care benefits, and Capital Improvements/Replacement in the amount of \$3,000,000 retroactive to June 30, 2022.

Director Dettmar, second by Director Welch moved to approve Finance Item #5.

Vote: 9-yes, 0-no

6. Approval of the Coordination of Care Letter of Agreement between Northampton County, Saucon Valley School District, and Magellan for the 2022-23 school year.

Director Dettmar, second by Director Eichfeld moved to approve Finance Item #6.

Vote: 9-yes, 0-no

7. Approval of the contract with "Entertainment by Donatelli", in the amount of \$1,695.00 with funds from the High School student activity accounts, pending review and approval of solicitor
8. Approval of the contract with Homestead Suites, with funds coming from the High School student activity accounts, pending review and approval of solicitor

Director Conte, second by Director Welch moved to approve Finance Items #7&8.

Vote: 8-yes, 1-no (Pakzad)

E. Community Updates

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte*
The Chamber of Commerce scholarship will continue next year.
- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*
No Report

F. Northampton Community College – Susan Baxter

The current enrollment is up at the college.

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

No Report

H. Colonial Intermediate Unit – Dr. Shamim Pakzad

No Report

I. New Business - The Executive Session will continue after the adjournment of the Business Meeting.

J. Old Business - None

XII. Citizens' Inquiries and Comments – None

XIII. Announcements

Future Meetings ~

December 20, 2022 – 7 pm – Business Meeting – High School Audion

XIV. Motion to Adjourn Meeting

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

Vote: 9-yes, 0-no

7:52 PM

ATTEST _____

Secretary

President