

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, January 10, 2023, in the High School Audion. Present were Directors Susan Baxter, John Conte, Cedric Dettmar, Bryan Eichfeld, Laurel Erickson-Parsons, Michael Karabin, Tracy Magnotta, Shamim Pakzad, and Shawn Welch. Also present were Jaime Vlasaty, Superintendent, Judith Riegel, Board Secretary, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** – 7:02 PM – President Susan Baxter, presiding
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Secretary*
9-present, 0-absent
- IV. **Motion to Approve Agenda** – Director Welch, seconded by Director Erickson-Parsons moved to approve the Agenda. Vote: 9-yes, 0-no
- V. **Announcement of Executive Session** – January 11, 2023 – Legal Issues
- VI. **Approval of Minutes** – Director Conte, seconded by Director Welch moved to approve the minutes of December 20, 2022. Vote: 9-yes, 0-no
- VII. **Recognition** – None
- VIII. **Presentation** –
 - A. High School Representative – Alana Weirbach
- IX. **Superintendent’s Report** – *Jaime Vlasaty, Superintendent* – Superintendent read a statement regarding the December 22, 2022, weather-related incident.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$654,149.61
 - B. Cafeteria Expenditures – \$18,955.22
 - C. Health Benefits – None
 - D. Capital Projects – None
 1. Approve the above presentation of bills.

Director Dettmar, seconded by Director Conte moved to approve the Presentation of Bills. Vote: 9-yes, 0-no
- XII. **Treasurer’s Report** – *Cedric Dettmar/David Bonenberger*
 - A. Cash Investment and Bond Activity - None
 - B. Condensed Board Summary Report - None
 - C. Capital Project Finance Report – None

- D. Budget Transfers - \$310.00
- E. Middle School Activity Report - None
- F. High School Activity Report – None
 - 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

XIII. **AGENDA ITEMS**

A. Education

- 1. Approve the first reading of the following policies:
 - Policy 111 – Lesson Plans
 - Policy 117 – Homebound Instruction
 - Policy 210 – Medications
 - Policy 210 – Medications Attachment
 - Policy 210 AR 0 – Medications
 - Policy 210.1 – Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors
 - Policy 317 – Conduct Disciplinary
 - Policy 317.1 – Educator Misconduct

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

B. Personnel

- 1. Approve the following maternity leaves:
 - Jessica Cummings, High School teacher, starting an unpaid maternity leave on or about April 21, 2023 and her anticipated date of return is January 2024.
 - Kelly Wehr Elementary School Guidance Counselor – Starting maternity leave on or about February 19, 2023 and anticipated date of return is May 22, 2023
- 2. Approve the resignation of Melissa Finlay, Custodian, her last day will be January 27, 2023.
- 3. Approve Christine Reed, ESL long-term substitute, beginning upon completion of employment paperwork until May 29, 2023. The base salary is \$55,182 (B, Step 1), which will be prorated for the number of days worked.

4. Approve Jennifer Stinner as a Full-Time Accounts Payable Clerk at an hourly rate of \$19.33 with benefits per the current Administrative Assistant and Clerical Compensation & Benefits Plan, effective upon completion of employment paperwork.

Director Dettmar, seconded by Director Erickson-Parsons moved to approve Personnel Items #1-4. Vote: 9-yes, 0-no

C. Facilities

No Recommendations

D. Finance

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 2022-2023 Local Agreement letter with the Colonial Intermediate Unit #20 for the IDEA Budget.
2. Approve the contract with Music Theater International for the Elementary School Production of Schoolhouse Rock Live pending review and approval of the district solicitor.
3. Approve the federal standard business mileage rate from 62.5 cents per mile to 65.5 cents per mile beginning January 1, 2023, in accordance with the Saucon Valley Education Association Professional Contract and the Administrative Employment Agreement.

4. Approve the change of bid thresholds in Policy 610 per the PA Department of Labor.

Director Dettmar, seconded by Director Erickson-Parsons moved to approve Finance Items #1 – 4. Vote: 9-yes, 0-no

5. Approval of the following teacher's Extra Pay for the supervision of students past contractual time on December 22, 2022 in the amount of \$18.00 per person.

Tori Heffelfinger	Cristina Reyes	Kellie King
Lindsay Steiner	Sarah Roncolato	Thad Moyer
David Young	Joanna Lemay	Lisa Benza
Ann Lemaster	Leah Mickey	Holli Conrad
Jennifer Straub	Kelly Lozowski	Debra Lacey
Jennifer Davison	Linda VanVliet	Danielle Lewis
Karen Kemper	Beverly Sparling	Amanda Gercie
Lauren Picketts	Kristen Sumoski	Cheryl Kittle
Julie Bechtold	Jaquelyn Stotz	David Young
Matthew Bernd	Justine Eskaf	Amanda Betz
Jasmine Kozero	Jennifer Campbell	Kristen McNeal
Nicole Dilenno	Stacey Anthony	Paige Histan
Rebecca Harvey	Randi McCullough	Erin Ruyak
Elizabeth Ravier	Stephanie Hamman	Heather Borger
Kaitlyn Dennington	Lauren Souilliard	Jessica Johnston
Amber Krisukas	Desiree Seiferheld	Stephanie Hand
Emily Aragona-Young	Samantha Faulkner	Tami Coughlan

Director Welch, seconded by Director Conte moved to approve Finance Items #1 – 4. Vote:9-yes, 0-no

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 – *Dr. Shamim Pakzad*

I. New Business – None

J. Old Business – None

K. Citizens' Inquiries and Comments –

K.Wechtler – Commented on the absence of a Curriculum Director in the District.

L. Announcements

Future Meetings ~ January 24, 2023
February 14, 2023

M. Motion to Adjourn Meeting

Director Welch, seconded by Director Erickson-Parsons moved to adjourn the meeting.

Vote: 9-yes, 0-no

7:37 PM

ATTEST _____

Secretary

President