

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, April 13, 2021 in the High School Auditorium. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Dr. Shamim Pakzad and Shawn Welch. Directors Sandra Miller and Tracy Magnotta attended online. Also present were Dr. Craig B. Butler, Superintendent; David Bonenberger, Board Secretary and Mark Fitzgerald, 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*
7-present, 2-online, 0-absent
- IV. **Motion to Approve Agenda** – Director Welch, seconded by Director Eichfeld moved to approve the agenda. Vote: 9-yes, 0-no
- V. **Announcement of Executive Session** – March 23, 2021 (after meeting)
April 13, 2021
- VI. **Approval of Minutes** – Director Pakzad, seconded by Director Karabin moved to approve the minutes of March 23, 2021. Vote: 9-yes, 0-no
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **Superintendent's Report** – *Dr. Craig Butler, Superintendent*

Dr. Butler reported that the High School musical will be performed next week, April 22nd – April 25th, directed by Brian Welsko. The Middle School play will be held May 28 – 30 and the Elementary School play is June 3rd, 5th, 6th both plays are directed by Kim Carson. The equity committee met and minutes will be sent to the Board. They will be reviewing goals.

It was noted that over 50 students have returned to in-person education as of April 5th. The building principals and Ms. Vlasaty were thanked for all they did to make this happen. The Elementary and Middle schools have over 86% of their students back for in-person instruction. The High School has had a rolling enrollment back to school all year.

Director Pakzad asked if the District will send sort of information out to parents whose children went to charter schools to say that we are welcoming them back.

Director Miller asked if we can do the 3 feet distance and bring back 100% of the children next year. Dr. Butler stated that they are looking into that for next year.

X. Courtesy of the Floor to Visitors – Agenda Items Only – None

XI. Presentation of Bills – David Bonenberger

- A. General Expenditures – \$575,173.57
- B. Cafeteria Expenditures – \$24,881.84
- C. Health Benefits – None
- D. Capital Projects – None

1. Approve the above presentation of bills.

Director Dettmar, seconded by Director Pakzad 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 - None
- B. Condensed Board Summary Report - None
- C. Capital Project Finance Report - None
- D. Budget Transfers - \$15,594.00
- E. Middle School Activity Report – None
- F. High School Activity Report – None

1. Approve the above Treasurer’s Report.

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

A. Education

- A. Academic and Personnel Committee Minutes – March 24, 2021

1. Approve the first reading of the following policies:

- Policy 216 – Student Records
- Policy 216-AR-1 – Student Records Retention Schedule
- Policy 222 – Tobacco Use – Pupils
- Policy 323 – Tobacco Use – Administrative Employees
- Policy 423 – Tobacco Use – Professional Employees
- Policy 523 – Tobacco Use – Classified Employees

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

2. Approve the 2021-22 School Calendar.

Director Miller feels that August 23rd is too early to start.

Director Dettmar, seconded by Director Eichfeld moved to approve Education Item #2. Vote: 8-yes, 1-no (Miller)

B. Personnel

1. Approve the following health sabbatical extension request:
Melissa Janis, middle school speech and language teacher, extension of current health sabbatical. Mrs. Janis was to return March 29, 2021. She will now return on May 3, 2021.
2. Approve the health leave for Monique Bredbenner, middle school science/social studies teacher, beginning March 23, 2021 and continue for the remainder of the 2020-21 school year. She will be using 29.5 sick days and three personal days. Income protection will begin upon approval after days.
3. Approve the following Family Medical Leave:
Laurie Paulson, middle school fifth grade teacher, beginning March 15, 2021. Mrs. Paulson will return to her teaching position on April 5, 2021.
4. Approve the following unpaid medical leave extension:
Lynn Beller, Elementary School Cafeteria Monitor, extension of current unpaid medical leave. Ms. Beller was to return April 5, 2021. She will now return on April 12, 2021.

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

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

Elementary School

Kimberly Carson – Produce/Director – \$4,300

Middle School

Kirsten Almeida – Choreographer/Vocal Director - \$1,010

6. Approve the following 2020-21 spring coach: (*New coaches are in italics.*) (See NOTE below)

Middle School Soccer

Brianna Hart - Assist. Coach - \$2,326

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 Pakzad, seconded by Director Welch moved to approve Personnel Items #5&6.
Vote: 9-yes, 0-no

C. Facilities

No Reports or Recommendations

D. Finance

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

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 2021-2022final budget.

1. Authorize Fox Rothschild LLP to enter into an agreement or agreements for the following properties located in Lower Saucon Township setting the total assessment of the properties for the tax year 2021 (school tax year 2021-2022) and for each subsequent tax year until a change in the assessment pursuant to applicable law as stated in the chart below:

Parcel
Q6-6-1-2-0719
Q6-6-1-3-0719
Q6-6-1-5-0719
Q6-6-1-6-0719
Q6-6-1-7-0719
Total - \$1,546,300

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

2. Approve the award of bid for paper/janitorial products for 2021-22 in the amount of \$57,827.85 through Northampton-Monroe-Pike County Joint Purchasing. Attachment
3. Approve the attached Resolution regarding a lease with Xerox Corporation.

Director Pakzad, seconded by Director Welch moved to approve Finance Items #2&3.
Vote: 9-yes, 0-no

4. Approve the Northampton Community College Sponsors Share Budget for 2021-2022 in the total amount of \$6,796,453.00. Saucon Valley’s portion is \$290,824.00 which represents a 1.48% increase from 2020-2021.

Director Dettmar, seconded by Director Miller moved to approve Finance Item #4.
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*

Director Karabin nominated Director Eichfeld as representative to the Colonial IU.

Director Miller stated that she would like to stay on as the District Representative to the Colonial IU.

Director Dettmar agrees with Director Miller that if someone who has been doing the job would like to continue he would be uncomfortable with deposing them.

Director Karabin made the motion to have someone else be the IU representative because of allowing others to try different positions, which is what the Board has suggested in the past.

Director Eichfeld stated that he has always had an interest in the IU.

Director Magnotta agrees with Director Dettmar and she would struggle with removing someone who has an officer position.

Director Welch, seconded by Director Karabin moved to approve Bryan Eichfeld as the Saucon Valley School District Representative to the Colonial Intermediate Unit 20 Board for a three year term, July 1, 2021 to June 30, 2024.

Vote: 6-yes, 3-no (Dettmar, Magnotta, 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** – Director Welch brought up the subject of Fair Funding and asked for a presentation on it under the Finance at a Board meeting.
- M. Old Business** - Director Baxter asked about moving the Board meetings back to the Audion, she asked if anyone is interested in moving back to the Audion.

XIII. Citizens' Inquiries and Comments – None

XIV. Announcements

Future Meetings ~

April 27, 2021 – 7 pm – Business Meeting – High School Audion

May 11, 2021 – 7 pm – Business Meeting – High School Audion

May 25, 2021 – 7 pm – Business Meeting – High School Audion

XV. Motion to Adjourn Meeting

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

Vote: 9-yes, 0-no

7:44 pm

ATTEST: _____

Secretary

President