

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, June 22, 2021 in the High School Audion. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Tracy Magnotta, Sandra Miller, Shawn Welch. Dr. Shamim Pakzad was absent. Also present were Dr. Craig Butler, Superintendent; David Bonenberger, Board Secretary and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** – 7:00 pm - Susan Baxter, President, presiding
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – David Bonenberger, Secretary  
8-present, 1-absent (Pakzad)
- IV. **Motion to Approve Agenda** – Director Dettmar, seconded by Director Karabin moved to approve the Agenda. Vote: 8-yes, 0-no, 1-absent
- V. **Announcement of Executive Session** – June 22, 2021
- VI. **Approval of Minutes** – Director Dettmar, seconded by Director Karabin moved to approve the minutes of June 8, 2021. Vote: 8-yes, 0-no, 1-absent
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **Superintendent’s Report** – Dr. Craig Butler, Superintendent  
Dr. Butler thanked Giant for their support of our Remediation Program.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XI. **Presentation of Bills** – David Bonenberger
  - A. General Expenditures – \$409,201.00
  - B. Cafeteria Expenditures – \$14,332.39
  - C. Health Benefits – \$344,092.63
  - D. Capital Projects – None
    1. Approve the above presentation of bills.

Director Dettmar, seconded by Director Miller moved to approve the Presentation of the Bills. Vote: 8-yes, 0-no, 1-absent (Pakzad)
- XII. **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 - None
  - E. Middle School Activity Report – May 31, 2021
  - F. High School Activity Report – April 30 and May 31, 2021
    1. Approve the above Treasurer’s Report.

Director Dettmar, seconded by Director Eichfeld moved to approve the Treasurer’s Report. Vote: 8-yes, 0-no, 1-absent (Pakzad)

**A. Education**

- A. Report on Feedback from Parents of Virtual Students
  - 1. Approve the following 2021 mini grant sponsored by the Saucon Valley Foundation for Educational Innovations: High School Robotics Club
  - 2. Approve the attached list of Obsolete/Surplus books.

Director Dettmar, seconded by Director Karabin moved to approve Education Items #1 & 2. Vote: 8-yes, 0-no, 1-absent (Pakzad)

**B. Personnel**

- 1. Approve the following long term substitute:  
Melissa Miller as high school English long term substitute beginning approximately August 23, 2021 and continue until approximately January 13, 2022. Base salary is \$55,425 (B, Step 2), which will be prorated for number of days worked. Ms. Miller is replacing Melissa Maynard, who will be on maternity leave.
- 2. Approve the retirement of Dale Frankenfield, transportation, effective July 31, 2021.
- 3. Approve the following sabbatical request:  
Martin Lewis, high school special education teacher, for the second semester of the 2021-22 school year and the first semester of the 2022- 23 school year for study.
- 4. Approve Glenn Brown as the district home school visitor at an hourly rate of \$25 per hour for a maximum of 100 hours for the 2021-22 school year.
- 5. Approve the following team leaders for the 2021-22 school year. Salary is \$2,000 per team leader.

**Elementary Team Leaders**

Nicole Dilenno – Kindergarten  
 Jennifer Davison – Grade 1  
 Holli Conrad – Grade 2  
 Debra Lacey – Grade 3  
 Elizabeth Ravier – Grade 4  
 Courtney Best – Special Education  
 Emily Aragona-Young – Encore

Director Miller, seconded by Director Karabin moved to approve Personnel Items #1-5. Vote: 8-yes, 0-no, 1-absent (Pakzad)

**C. Facilities**

No Reports or Recommendations

**D. Finance****A. Finance Committee Summary – June 16, 2021**

1. Approve the attached Senior Citizens Property Tax Rebate Resolution of 2021.
2. Adopt the 2021-2022 budget in the amount of \$50,613,671.00 which will be funded by a 0 millage increase and \$209,300.00 from Fund Balance. The millage rate will be 53.43.

Director Eichfeld, seconded by Director Dettmar moved to approve Finance Item #1.  
Vote: 8-yes, 0-no, 1-absent. Motion passed unanimously.

3. Approve the following categories regarding the Commitment of Fund Balance for the fiscal year ending June 30, 2021. This is required because of the requirements of GASB54. The categories are: GASB 45 Post-Retirement Costs; Reserve for Health Benefits; PSERS Increases; Capital Improvements/Replacement; and Post- Retirement Benefits other than health care.
4. Approve the attached 2021-2022 District Contracts with:  
Otis, CSI, Degler Whiting, Ehrlich Pest Control, Mountain Environmental & Radon Services, Suppression System Inc., Integritec, Kistler O'Brien, Tomlinson Bomberger, Joshua Tree, Johnson Control, Trane, Emergency Systems Inc, Spangler Boyer, Chrin Hauling, Tyler(Versatrans), Tu Way, Stem Lawncare, BJ Terroni, Burkholders HVAC, ET&T, Hydra Numatic, Kensole Airways, ProShred, Sargent Enterprises, Tristate, Dude Solutions, St. Lukes, Cintas, Safety-Kleen.
5. Approve the attached 2021-2022 Homestead and Farmstead Exclusion Resolution based on the school district real estate tax rate of 53.43 with an exclusion for each approved homestead and farmstead in the amount of \$199.29.

Director Karabin, seconded by Director Welch moved to approve Finance Items #1, 4 & 5. Vote: 8-yes, 0-no, 1-absent

- 6. Approve the Policy Maintenance Participation Agreement between Pennsylvania School Boards Association and the Saucon Valley School District. The agreement is in effective July 1, 2021 through June 30, 2022. (Costs: Standard Membership is \$12,339.26 and Policy Maintenance is \$1,250)
- 7. Approve the contract for independent services between ABA Support Services, LLC and the Saucon Valley School District for the 2021-22 school year.

Director Karabin, seconded by Director Miller moved to approve Finance Items #3, 6, 7.  
 Vote: 8-yes, 0-no, 1-absent

- 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
- 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**
- M. **Old Business**

**XIII. Citizens’ Inquiries and Comments** – None

**XIV. Announcements**

**Future Meetings ~**

- July 27, 2021 – 7 pm – Business Meeting – High School Audion
- August 10, 2021 – 7 pm – Business Meeting – High School Audion
- August 24, 2021 – 7 pm – Business Meeting – High School Audion

**XV. Motion to Adjourn Meeting**

Director Dettmar, seconded by Director Welch moved to adjourn the meeting.  
 Vote: 8-yes, 0-no, 1-absent (Pakzad) 7:40 pm

ATTEST: \_\_\_\_\_  
Secretary President