

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, September 24, 2019 in the High School Audion. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Tracy Magnotta, Sandra Miller and Dr. Shamim Pakzad. Director Mark Sivak was absent. Also present were Dr. Craig B. Butler, Superintendent, David Bonenberger, Board Secretary, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** – 7:10 pm - *Susan Baxter, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*  
8-present, 1-absent (Sivak)
- IV. **Motion to Approve Agenda** – Director Eichfeld, seconded by Director Dettmar moved to approve the Agenda. Vote: 8-yes, 0-no, 1-absent (Sivak)
- V. **Announcement of Executive Session** – September 24, 2019 – Personnel
- VI. **Approval of Minutes** – Director Eichfeld, seconded by Director Dettmar moved to approve the minutes of September 10, 2019. Vote: 8-yes, 0-no, 1-absent (Sivak)
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent*  
Dr. Butler congratulated all three schools for their well attended Open Houses.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** - None
- XI. **Presentation of Bills** – *David Bonenberger*
  - A. General Expenditures – \$461,661.93
  - B. Cafeteria Expenditures – \$22,843.39
  - C. Health Benefits – \$360,938.46
  - D. Capital Projects – \$624,489.75
    1. Approve the above presentation of bills.

Director Miller, seconded by Director Dettmar moved to approve the Presentation of the Bills. Vote: 8-yes, 0-no, 1-absent (Sivak)
- 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 – August 31, 2019
- F. High School Activity Report – August 31, 2019

- 1. Approve the above Treasurer’s Report.

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

**A. Education**

- 1. Approve the second and final reading for the following policies:

003 – Functions

004.1 – Student Representation

004.2 – Ethics Act and Conflict of Interest

Changes to Policy 004.1 – The student representative will serve for one year not two and the evaluation will be removed.

Director Miller, seconded by Director Karabin moved to approve Education Item #1. Vote: 8-yes, 0-no, 1-absent (Sivak)

- 2. Approve Friday, May 1, 2020 as a half day for high school ONLY on the 2019-20 school calendar.

Director Miller, seconded by Director Eichfeld moved to approve Education Item #2. Vote: 8-yes, 0-no, 1-absent (Sivak)

**B. Personnel**

- 1. Approve the support staff resignations:

George Hahalis, bus driver effective September 16, 2019

Kate Kucher, special education secretary, effective September 16, 2019

- 2. Approve John McCabe as Supervisor of Campus Operations beginning September 30, 2019 or when all employment paperwork is received. His salary will be \$101,000 (will be prorated for the 2019-20 school year) and is entitled to all benefits per the current Act 93 benefits and compensation plan. Mr. McCabe is replacing Wally Zimpfer, who is retiring.

Director Miller, seconded by Director Eichfeld moved to approve Personnel Item #2. Vote: 8-yes, 0-no, 1-absent (Sivak)

3. Approve Vafa Azadi as District Data/PIMS Coordinator beginning when all employment paperwork is received. His salary will be \$65,000 (will be prorated for the 2019-20 school year) and is entitled to all benefits per the current Act 93 benefits and compensation plan. Mr. Azadi is replacing Sharon Shipe, who resigned.

Director Dettmar, seconded by Director Eichfeld moved to approve Personnel Item #3.  
Vote: 8-yes, 0-no, 1-absent (Sivak)

4. Approve the following 2019-20 substitute teachers:  
Rosemarie Wingertzahn – Emergency School Nurse
5. Approve the attached conference/travel requests

Director Miller, seconded by Director Eichfeld moved to approve Personnel Items #1,3,4.  
Vote: 8-yes, 0-no, 1-absent (Sivak)

**C. Facilities**

A. Facility Committee Report from September 18, 2019.

1. Approve the attached list of obsolete items.

Director Dettmar, seconded by Director Karabin moved to approve Facilities Item #1  
Vote: 8-yes, 0-no, 1-absent (Sivak)

**D. Finance**

1. Approve the attached contract with Herff Jones for the 2019-2020 High School Yearbook pending final review and approval from the solicitor.

Director Miller, seconded by Director Dettmar moved to approve Finance Item #1  
Vote: 8-yes, 0-no, 1-absent (Sivak)

Director Andres left the meeting. 7:25 pm

**E. Community Outreach - SV Partnership – Michael Karabin and Mark Sivak**

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

**G. Colonial Intermediate Unit – Sandra Miller**

**H. PSBA – Mark Sivak and Sandra Miller**

**I. Hellertown/Lower Saucon Chamber of Commerce – Tracy Magnotta**

**J. Saucon Valley Foundation for Educational Innovation – Tracy Magnotta**  
October 11, 2019 is the deadline for the small grant applications.

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

**L. New Business**

**M. Old Business**

**XIII. Citizen’s Inquiries and Comments – None**

**XIV. Announcements**

**Future Meetings ~**

October 8, 2019 – 7 pm –Business Meeting – Audion

October 22, 2019 – 7 pm –Business Meeting – Audion

**XV. Motion to Adjourn Meeting**

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

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

7:30pm

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

Secretary

\_\_\_\_\_

President