

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, November 12, 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** – 7:08 p.m. - *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 Miller, seconded by Director Dettmar moved to approve the Agenda. Vote: 8-yes, 0-no, 1-absent (Sivak)
- V. **Announcement of Executive Session** – November 12, 2019
- VI. **Approval of Minutes** – Director Eichfeld, seconded by Director Miller moved to approve the minutes of October 22, 2019. Vote: 8-yes, 0-no, 1-absent (Sivak)
- VII. **Recognition** – None
- VIII. **Presentation** –
  - A. High School Student Representative Report - attached
- IX. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent*  
Dr. Butler thanked the faculty, staff, students and administration for a successful 1<sup>st</sup> quarter of the school year.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XI. **Presentation of Bills** – *David Bonenberger*
  - A. General Expenditures – \$411,198.19
  - B. Cafeteria Expenditures – \$32,433.14
  - C. Health Benefits – None
  - D. Capital Projects – \$213,987.95

1. Approve the above presentation of bills.

Director Dettmar, seconded by Director Eichfeld 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 – None
- B. Condensed Board Summary Report – None
- C. Capital Project Finance Report – None
- D. Budget Transfers – \$4,674.62
- 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: 8-yes, 0-no, 1-absent (Sivak)

**A. Education**

1. Approve the attached list of Surplus/Obsolete items.

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

**B. Personnel**

1. Approve the following professional retirement:  
Kathleen Golden – effective January 31, 2020
2. Approve the resignation of Cody Luybli, part time paraprofessional, her last day will be November 5, 2019.
3. Approve the following long term substitute:  
Thomas Leeds as high school social studies long term substitute for the second semester of the 2019-20 school year; January 23, 2020 to June 11, 2020. Base salary is \$52,382 (B, Step 1), which will be prorated for number of days worked. Mr. Leeds is replacing Amy Kozel, who will be on sabbatical leave during this time.
4. Approve the part time paraprofessionals with salary and benefits per the current Educational Support Staff Compensation and Benefits Plan:  
Delores Everhart, effective November 13, 2019.  
Marguerite Whitely, effective November 13, 2019.  
Kristin Novak, effective upon completion of employment paperwork.

- 5. Approve the request for maternity leave for Amber Sams, high school librarian, beginning approximately March 2, 2020. She plans on using 30 sick days prior to starting FMLA and 15 sick days to run concurrently with FMLA. She will be on an unpaid leave until approximately May 28, 2020. Mrs. Sams will return to her teaching duties on approximately May 29, 2020.
- 6. Approve Tracy Kichline as a substitute food service worker, at an hourly rate of \$9.80, on a “call as needed” basis, no benefits, effective October 24, 2019.
- 7. Approve the following 2019-20 Elementary After School Homework Club advisors. Homework club will begin on December 3, 2019, and run until May 22, 2020. Salary is \$40 per hour for ½ hour per day (approximately 77 days). Total salary not to exceed \$5,311. (Budgeted)

|                |                          |
|----------------|--------------------------|
| Julie Bechtold | Tamara Humphries         |
| Mercede Burger | Debra Lacey              |
| Linda Castner  | Joanna Lemay (organizer) |
| Vivian Demko   | Lauren Moyers            |
| Jose Figueroa  | Elizabeth Ravier         |
| Stephanie Hand | Erin Ruyak               |
| Amanda Hicks   | Kelly Wehr               |

Director Miller, seconded by Director Dettmar moved to approve Personnel Items #1-7.  
Vote: 8-yes, 0-no, 1-absent (Sivak)

- 8. Approve the attached Benefit and Compensation Plans for the following groups. The increase shall be retroactive to the beginning of the 2019-20 fiscal year.

Act 93  
Educational Support Staff  
Food Service Personnel

Director Miller commented that she disagreed with how the process went, feels we will be doing a detriment to the district and hurt future recruitment. It is also penalizing current employees; many of them are long term employees.

Director Eichfeld, seconded by Director Karabin moved to approve Personnel Item #8.  
Vote: 7-yes, 1-no (Miller), 1-absent (Sivak)

9. Approve 2.5% increase in salary for David Bonenberger, Business Manager. The increase shall be retroactive to the beginning of the 2019-20 fiscal year.

Director Eichfeld, seconded by Director Karabin moved to approve Personnel Item #9.  
Vote: 8-yes, 0-no, 1-absent (Sivak)

10. Approve the following 2019-20 winter coaches. (*New coaches are in italicized*)

**Boys Basketball:**

Marty Lewis - Assist. Coach - \$5,226  
*Patrick Gilmore - Assist. Coach - \$3,731*  
*Scott Albert - Assist. Coach - \$2,985*  
 Michael Krentz - Assist. Coach - \$828  
*Dan Miller - Head MS Coach - \$2,991*  
 Michael Kiak - Assist. MS Coach - \$2,623

**Girls Basketball**

*Tammy Johnston - Assist. Coach - \$5,226*  
 Michael Petruny - Assist. Coach - \$3,731  
 Lori Hlavinka - Assist. Coach - \$2,985  
 Patti Kramer - Head MS Coach - \$2,991  
 Vivian Demko - Assist. MS Coach - \$2,623

**Swimming**

Edward Kolosky - Head Coach - \$5,226

**Wrestling**

Chad Shirk - Head Coach - \$7,467  
 Don Rohn - Assist. Coach - \$5,226  
 Andrew Koch - Assist. Coach - \$4,106  
 Bryan Israel - Assist. Coach - \$3,358  
 Thomas Rohn - Assist. Coach - Volunteer  
 Brandon Palik - Assist. Coach - Volunteer

**Cheerleading**

Tara Baier - Head Coach - \$2,985  
 Kristi Joy Fedorowicz - Assist. Coach - \$1,989  
 Abby Robinson - MS Head Coach - \$2,239

11. Approve the request from Rachel Kade, middle school cafeteria monitor, for an unpaid day on December 18, 2019. She will be using her personal days on December 13, 16 & 17, 2019.
12. Approve the request to start a new high school club ~ **Robotics Club**. Robert Svitilla will be the volunteer advisor.
13. Approve the following 2019-20 substitute teacher(s):  
 Emily Gore – Emergency Certified  
 Brenton Jacobsen – Emergency Certified  
 Nicole McCabe – Elementary Certified

14. Approve the attached conference/travel requests

Director asked where we are with an assistant swim coach.

Director Dettmar, seconded by Director Eichfeld moved to approve Personnel Items #10 - 14. Vote: 8-yes, 0-no, 1-absent (Sivak)

**C. Facilities**

No Reports or Recommendations

**D. Finance**

1. Approve the contact with Clearvu School Services LLC.
2. Approve legal agreement with Goza Honnold L.L.C.

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

**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**  
Light up Night on November 27<sup>th</sup> in Dimmick Park.

**J. Saucon Valley Foundation for Educational Innovation – Tracy Magnotta**

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

**L. New Business – Director Baxter recognized Mark Sivak for his many years of service as he is now going off the Board.**

**M. Old Business**

**XIII. Citizen's Inquiries and Comments –**

D. Clarke – Commented on the bullying of his daughter. He has now pulled his children out of school and put them in private school.

K.MacLean – Encouraged the Board to keep their foot on the gas about the issue of bullying and not to forget about it, Safety Report is not on the website.

B.Novak – Commented on how her daughter was bullied and now her granddaughter is bullied.

**XIV. Announcements**

**Future Meetings ~**

December 3, 2019 – 7 pm – Reorganizational Meeting – Audion

December 3, 2019 – Business Meeting immediately following Reorganizational Meeting – Audion

**XV. Motion to Adjourn Meeting**

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

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

7:43pm

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

Secretary

\_\_\_\_\_

President