

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, May 12, 2020 via an online meeting. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Tracy Magnotta, Dr. Shamim Pakzad, Sandra Miller and Shawn Welch. Also present were Dr. Craig B. Butler, Superintendent; David Bonenberger, Board Secretary and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** – 7:05pm - *Dr. Shamim Pakzad, President, presiding*
- II. **Recording of Attendance** – *David Bonenberger, Secretary*
8-present, 1-absent (Eichfeld)
- III. **Motion to Approve Agenda** – Director Welch, seconded by Director Dettmar moved to approve the Agenda. Vote: 8-yes, 0-no, 1-absent (Eichfeld)
- IV. **Announcement of Executive Session** – May 12, 2020 – Personnel and Legal
- V. **Approval of Minutes** – Director Miller, seconded by Director Karabin moved to approve the minutes of April 27, 2020. Vote: 8-yes, 0-no, 1-absent (Eichfeld)
- VI. **Recognition** – None
- VII. **Presentation** – None
- VIII. **Superintendent's Report** – *Dr. Craig Butler, Superintendent* Dr. Butler gave an update on National Math and Science Initiative, Seesaw and Schoology. He also gave a shout out to the food service workers for providing food to families.
- IX. **Courtesy of the Floor to Visitors – Agenda Items Only** –
F. Kramer – Commented on graduation ceremony. She requested that the class be presented with multiple options for graduation.
- X. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$27,956.01
 - B. Cafeteria Expenditures – \$2,316.55
 - C. Health Benefits – None
 - D. Capital Projects – None
 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 (Eichfeld)
- XI. **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 – None

E. Middle School Activity Report – March 31, 2020

F. High School Activity Report – March 31, 2020

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 (Eichfeld)

A. Education

A. Academic and Personnel Meeting Summary from May 6, 2020

1. Approve the first reading of the following policy:

Policy 209.2 – Food Allergy Management

Director Pakzad commented that the Policy is only effective if the administration and personnel support it.

Director Andres is in favor of updating policy. He saw draft guidelines, would be helpful for guidelines to be looked at again in A&P committee to know how guidelines would be carried out.

Director Miller, seconded by Director Dettmar moved to approve Education Item #1.

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

2. Approve the settlement agreement for student #9037887872

Director Miller, seconded by Director Karabin moved to approve Education Item #2.

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

B. Personnel

1. Approve the retirement of David Haynes, transportation, effective June 30, 2020.

Director Miller, seconded by Director Dettmar moved to approve Personnel Item #1.

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

2. Approve Dianna Seeds as part-time bus driver at an hourly rate of \$10 per hour for riding and \$21.65 for driving effective immediately, with benefits per the current compensation and benefits plan. Appointment contingent upon regular opening of school and the need for the employee to provide services as identified by the administration.

Director Eichfeld, seconded by Director Baxter moved to rescind the approval of Personnel Item #2. Vote: 8-yes, 0-no, 1-absent

Director Baxter, seconded by Director Welch moved to approve Personnel Item #2 with the following changes: remove the last sentence and remove the words “effective immediately” and replace it with “effective at the beginning of the 2020-2021 school year.” Vote: 8-yes, 0-no, 1-absent (Eichfeld)

3. Approve the following maternity leave requests:

Alexia Harstine, high school family consumer science teacher, beginning approximately August 20, 2020. She plans on using 12 weeks of unpaid FMLA leave. Mrs. Harstine will return to her teaching duties on approximately November 2, 2020.

Kelly Lozowski, middle school special education teacher, beginning approximately August 20, 2020. She plans on using 10 sick days and two personal days prior to starting 12 weeks of unpaid FMLA leave. Mrs. Lozowski will return to her teaching duties on approximately December 1, 2020.

Samantha Trachtman, high school guidance counselor, beginning approximately August 20, 2020. She plans on using 41 sick days and the remainder of the time to run concurrently with FMLA. Mrs. Trachtman will return to her teaching duties on approximately November 2, 2020.

Ashley Yestrumskas, high school science teacher, beginning approximately August 24, 2020. She plans on using 30 sick days and four personal days prior to starting two weeks of unpaid FMLA leave. Mrs. Yestrumskas will return to her teaching duties approximately October 26, 2020.

Director Karabin, seconded by Director Dettmar moved to approve Personnel Items #2 &3. Vote: 8-yes, 0-no, 1-absent (Eichfeld)

C. Facilities

1. Approve the award of bid for paper/janitorial products for 2020-21 in the amount of \$20,458.58 through Northampton-Monroe-Pike County Joint Purchasing. Attachment

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

D. Finance

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

May 31, 2020 - *District Deadline* to adopt the 2020-2021 proposed final budget and upload the signed Certification of Use of PDE-2028 into the Consolidated Financial Reporting System application.

June 10, 2020 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2020-2021 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2020 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2020-2021 final budget.

1. Approve the 2020-21 proposed final budget, consistent with school code, in the amount of \$47,883,061.00, with \$178,222.00 coming from fund balance with a 0 millage increase. Inspection of the budget will only be electronically via the district website.

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

2. Approve a contract with Mobil Technologies Graphics in the amount of \$4,626.00 for the Class of 2020 Graduation ceremony.

Director Eichfeld arrived 7:33pm.

Director Andres would like to survey all the students as to their thoughts on the graduation ceremony.

Director Pakzad would like to wait until possibly July. Or survey all the students.

Director Miller supports the decision of the Principal.

Director Dettmar, seconded by Director Miller moved to approve Finance Item #2.

Vote: 7-yes, 2-no (Andres & Pakzad)

3. Approve the contract for EdInsight to provide a data warehousing information system for the Saucon Valley School District at a cost of \$17,850 plus a start up fee of \$8,000.00 (\$8,750 from 2020-21 technology budget and \$9,100 from 2020-21 Ready to Learn Grant).

Director Dettmar, seconded by Director Welch moved to approve Finance Item #3 subject to solicitor review. Vote: 9-yes, 0-no

4. Approve the attached agreement with Fox Rothschild LLP as Solicitor for the Saucon Valley School District for the 2020-21 school year in accordance with the May 5, 2020 retainer agreement.

5. Approve the Bethlehem Area Vocational-Technical School Budget for the fiscal year July 1, 2020 to June 30, 2021 in the total amount of \$12,554,241.00. Saucon Valley's portion is \$631,544.00, an increase of \$47,824.00 from 2019-2020.

Director Karabin, seconded by Director Baxter moved to approve Finance Items #4 & 5.

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

H. PSBA – Sandra Miller

1. Approve Sandra Miller and Shamim Pakzad as delegates to the 2020 PSBA Delegate Assembly on November 7, 2020.

Director Karabin, seconded by Director Dettmar moved to approve Sandra Miller and Shamim Pakzad as PSBA delegates. Vote: 9-yes, 0-no

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 Pakzad questioned the grading policy for the high school. He does not want anyone penalized for post March 13th activity. He wants the board to approve it so there is no penalty.

Director Miller asked if there are any other option available.

Director Karabin wants to know what we can do for the students over the summer.

M. Old Business

XII. Citizens’ Inquiries and Comments –

R. Yardumian – Commented on the grading system. Asking why the students are being tested when they are going through so much emotional stress.

XIII. Announcements

Future Meetings ~

May 26, 2020 – 7 pm –Business Meeting

June 9, 2020 – 7 pm –Business Meeting

June 23, 2020 – 7 pm –Business Meeting

XIV. Motion to Adjourn Meeting

Director Welch, seconded by Director Miller moved to adjourn the meeting to convene an Executive Session meeting.

Vote: 9-yes, 0-no

8:30 pm

ATTEST: _____
Secretary

President