

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, September 24, 2024, in the High School Audion. Present were Directors William Broun, Donald Carpenter, John Conte, Vivian Demko, Cedric Dettmar, Tracy Magnotta-online, Dr. Shamim Pakzad, and Jay Santos. Dr. Laurel Erickson-Parsons was absent. Judith Riegel, Board Secretary; Mark Fitzgerald, District Solicitor; and Jaime Vlasaty, Superintendent.

- I. **Call to the Order** – 7:05 pm - *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Board Secretary*  
8-present, 1-absent (Erickson-Parsons)
- IV. **Motion to Approve Agenda** – Director Santos, seconded by Director Conte, moved to approve the agenda. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)
- V. **Announcement of Executive Session** – September 17, 2024 – Superintendent Contract  
September 24, 2024 – Student Legal Matter
- VI. **Approval of Minutes** – Director Carpenter, seconded by Director Conte, moved to approve the minutes of September 10, 2024. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **High School Representative Report** – Peter Albano – SGA Vice-President
- X. **Superintendent’s Report** – *Jaime Vlasaty, Superintendent*
- XI. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XII. **Presentation of Bills** – *David Bonenberger*
  - A. General Expenditures – \$1,869,595.97
  - B. Cafeteria Expenditures – \$19,792.10
  - C. Health Benefits – \$33,570.10
  - D. Capital Projects – None
    1. Approve the above Presentation of Bills.

Director Conte, seconded by Director Dettmar, moved to approve the Presentation of Bills. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)
- XIII. **Treasurer’s Report** – *Donald Carpenter/David Bonenberger*
  - A. Cash Investment and Bond Activity
  - B. Condensed Board Summary Report

- C. Budget Transfers – None
- D. Middle School Activity Report – July 31, 2024 & August 31, 2024
- E. High School Activity Report – August 31, 2024

1. Approve the above Treasurer’s Report.

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

#### XIV. AGENDA ITEMS

##### A. Education

1. Approve the Agreement with the Carbon Lehigh Intermediate Unit #21 for Title I Services for Non-Public Students for the 2024-2025 school year.
2. Approve an Independent Educational Evaluation for student #4292629005 by Dr. Steven Kachmar, not to exceed \$4,150.00.

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

##### B. Personnel

1. Approve Nakeshia Downer as Food Service Director with a salary of \$70,000.00 prorated and benefits per the current Act 93 Compensation & Benefits Plan, pending completion of employment paperwork.
2. Approve Kendra Schessler as Full-Time Elementary School Administrative Assistant at an hourly wage of \$18.72, AA3, with benefits per the current Administrative Assistants Compensation & Benefits Plan, pending completion of employment paperwork.
3. Approve the change of classification for Dolores Everhart from AA3 to AA4 (Administrative Assistant to the Principal) at an hourly rate of \$19.79 and \$1.00 per hour increase effective October 4, 2024.
4. Approve the following individuals for the After-School Programs:  
ACE - \$45.00/hour  
 Beth Ravier  
 Erin Ruyak  
 Stephanie Hand  
 Lara McCarthy  
 Cole Naylor  
 Ava Albano

**Scholar Athlete Support Monitor - \$30.00/hour**

Keith Riefenstahl  
Greta Torres  
Natisha Jones

**Study Hall - \$25.00/hour**

Tom Koch  
Kristin Schlotter

**After School Detention - \$25.00/hour**

Kristin Schlotter  
Rosemary Butterly  
Amanda Holveck  
Tom Koch

5. Approve the Petition of Unit Clarification regarding the Career Education Coordinator position.
6. Approve Sean Fenoff as the Recreational Swim Membership Pool Supervisor, \$15.00/hour, 10 hours/week, no benefits.
7. Approve Katryna Price and Kylie Johnston as the Recreational Swim Membership Lifeguards for the 2024-2025 season at \$13.00/hour for lifeguarding and \$15.00/swim lesson, no benefits.
8. Approve the following athletic coaches for the 2024-2025 school year:  
Robert Pasternak - Assistant Golf Coach - \$1,100.00 (He was previously approved as a volunteer)  
Michael Kiak – Varsity Baseball Coach - \$5,800.00
9. Approve Jeanny Botts as a Full-Time Instructional Paraprofessional, with benefits per the current Educational Support Staff agreement. Ms. Botts was previously employed as a part-time paraprofessional.

Director Conte, seconded by Director Santos, moved to approve Personnel Items #1-9.  
Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

**C. Facilities**

- A. Facilities Committee Summary – September 11, 2024

**No Agenda Items for Approval**

**D. Finance**

- A. Finance Committee Summary – September 11, 2024

1. Approve the attached agreement with Theatrical Rights Worldwide to license an amateur production of "The Addams Family School Edition" for \$3,970.00.
2. Approve the purchase of a FleetPlow snow removal system for \$33,313.32.
3. Approved the attached 2024-2025 Saucon Valley Recreational Swim Membership "Hours & Fees," effective September 30, 2024.

Director Pakzad, seconded by Director Demko, moved to amend Finance Item #3 to allow staff to swim for free based on available space. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

4. Approve the attached agreements with Coyle, Lynch & Company to appraise property located at 3300 Chester Ave., Bethlehem, PA 18017, and 3266 Hecktown Rd. Bethlehem, PA 18020.
5. Approve the attached SchoolCafe Family Hub Service Agreement.
6. Approve the contract with Lehigh Valley Events & Productions for DJ services and Photo Booth on October 12th for the High School Homecoming Dance for \$2,000.00.

Director Dettmar, seconded by Director Conte, moved to approve Finance Item # 1-6. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

#### **E. Community Updates**

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte*
- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*

#### **F. Northampton Community College** – *Denise Smith / Susan Baxter*

1. Approve Michael Baird from Northampton School District for the unexpired term of Nicholas F. Politi, Jr., to June 30, 2026.

Director Conte, seconded by Director Dettmar, moved to approve Northampton Community College #1. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

#### **G. Bethlehem Area Vo-Tech School** – *Vivian Demko & Cedric Dettmar* – Director Demko presented previous BAVTS enrollments, suggested changes to finances, and how other vocational-technical schools calculate the fees they charge.

#### **H. Colonial Intermediate Unit** – *Dr. Shamim Pakzad*

**I. PSBA Representative – Donald Carpenter**

- 1. Approve the slate of officers per board ballots.

Director Conte, seconded by Director Carpenter, moved to approve PSBA #1.

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

**J. New Business –** Director Broun presented a report on the future jobs market and college readiness.

**K. Old Business - None**

**XV. Citizens’ Inquiries and Comments –**

J. Wasel – Parent of a BAVTS student and appreciates what BAVTS has done for his child.

C. Ziegler – Current student at BAVTS, asked about the property assessments

S. Houck – Commented on the Spanish Immersion Curriculum.

H. Ziegler – Commented on the presentation Director Broun gave.

**XVI. Announcements**

**Future Meetings ~**

October 8, 2024 – 7 pm – Business Meeting – High School Audion

October 22, 2024 – 7 pm – Business Meeting – High School Audion

**XVII. Motion to Adjourn Meeting**

Board President Pakzad adjourned the meeting.

Time: 8:16 pm

ATTEST \_\_\_\_\_  
Secretary

\_\_\_\_\_  
President