

Saucon Valley School District

Regular Meeting of the Board of Education

November 12, 2024

High School Audion



Welcome to the meeting of the Saucon Valley School Board. Our objective is to serve the students, parents, and residents of our community. You are an important part of this meeting, and we look forward to your questions and comments.

We are all here for the same reason. All opinions are welcomed and equally valuable. Our only request is that we address each other with civility and respect. Our courtesy toward each other is the best way to show our students how much we respect them as well.

Notice to Public - This is to notify all in attendance at the Saucon Valley School Board meeting that the district is video and audio-taping the meeting, and the meeting will be posted for public viewing according to district policy.

Agenda

6:30 pm – Executive Session for the purpose of discussion of a student disciplinary matter and a legal issue.

- I. **Call to the Order** – *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Board Secretary*
- IV. **Motion to Approve Agenda**
- V. **Announcement of Executive Session** – Student Disciplinary Matter and Legal Issue
- VI. **Approval of Minutes** – October 22, 2024
- VII. **Recognition** – High Academic Achievement Recognition:
Gavin Laslo, Stella Graf, Truman Eustace, and Violet Whitley
- VIII. **Presentation** – None
- IX. **High School SGA Representative’s Report**
- X. **Superintendent’s Report** – *Jaime Vlasaty, Superintendent*
- XI. **Courtesy of the Floor to Visitors – Agenda Items Only** – *Visitors should state their name and address.*
- XII. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$ 562,675.94
 - B. Cafeteria Expenditures – \$ 36,607.54
 - C. Health Benefits – None
 - D. Capital Projects – None

Recommendations for Approval

Presentation of Bills

- 1. Approve the above Presentation of Bills.

Recommendation: To approve all motions and recommendations listed above in the Presentation of Bills.

XIII. Treasurer’s Report – Donald Carpenter/David Bonenberger

- A. Cash Investment and Bond Activity - None
- B. Condensed Board Summary Report - None
- C. Budget Transfers – \$8,271.25
- D. Middle School Activity Report – None
- E. High School Activity Report – None

Recommendations for Approval

Treasurer’s Report

- 1. Approve the above Treasurer’s Report.

Recommendation: To approve all motions and recommendations listed in the Treasurer’s Report.

XIV. AGENDA ITEMS

A. Education

Items/Projects for Discussion

- A. District Data Presentation – Dr. Lensi Nikolov
- B. Academic & Personnel Committee Meeting Summary – 11/6/2024

Conference/Travel Requests

- 1. Approve the attached list of Conference/Travel requests.

Recommendation: To approve all motions and recommendations as listed above in Education

B. Personnel

Items/Projects for Discussion

- A. None

Recommendations for Approval

Classification Transfer

- 1. Approve the transfer of Mary Seip from a Non-Instructional Paraprofessional to an Administrative Assistant, AA3, hourly rate remains the same at \$20.38, with benefits per the current Administrative Assistants Compensation and Benefits Plan, effective November 13, 2024.

Administrative Assistant Resignation

2. Approve the resignation of Kendra Schessler as the elementary administrative assistant effective October 28, 2024.

Administrative Assistant

3. Approve Calista Unger as an Administrative Assistant at an hourly wage of \$18.72, AA3 with benefits per the current Administrative Assistants Compensation and Benefits Plan, pending completion of employment paperwork.

Day to Day Substitute Teachers

4. Approve the following additions to the substitute teachers list for the 2024-2025 school year:

James Matlack

Sara Mantoni

Lori Ramsey

Dylan Young

2024-2025 Athletic Department Game Workers

5. Approve the following game workers for the 2024-2025 school year:

Regina Albano

Penny Lauer

Medical Leave

6. Approve a medical leave for Donna Schmitt, bus driver, from October 23, 2024 to January 31, 2025. She will be using sick time up to November 1, 2024 and unpaid time off until January 31, 2025.

Support Staff Resignations

7. Approve the resignation of the following support staff effective October 23, 2024:

Charles DeBoer – Transportation

Alicia Kichline – Substitute Custodian

2024-2025 Athletic Coaches

8. Approve the following Athletic Head & Assistant Coaches for the 2024-2025 school year:

Sydney Utesch – Asst. Indoor Track - \$500.00

Tara Matus – HS Head Coach Sideline Cheer-Winter - \$3,000.00

Jayden DeBard – MS Head Cheer Coach Fall - \$2,300.00

Jayden DeBard – MS Head Coach Sideline Cheer - Winter - \$2,300.00

Chris Romano – Asst. Jr. High Wrestling – Volunteer

Amya Rivera-Soto- Asst. Girls basketball coach- \$3300.00

Greg Best- Asst. Girls basketball coach- \$2150.00

Dave Michaylira- Asst. Girls basketball coach- \$2150.00

Homebound Instructor

- 9. Approve Kaitlyn Dennington as a Homebound Instructor for the 2024-2025 school year, at hourly rate of \$45.00.

Dedicated Substitute Resignation

- 10. Approve the resignation of William Waligunda, a dedicated building substitute, effective October 28, 2024

Dedicated Substitute

- 11. Approve Hailey Bonenberger as a Dedicated Building Substitute, effective upon completion of employment paperwork.

2024-2025 Robotics Volunteers

- 12. Approve the following individuals as Robotics volunteers for the 2024-2025 school year:

Marc DeLuca	Nicholas Tomeo
Henry Ancker	Jillian Boshkoski

After-School ACE Program

- 13. Approve the following individuals for the After-School ACE Program at \$45.00 per hour.

Lisa Benza	Jennifer Straub
Cheryl Kittle	Kelly King

Recommendation: To approve all motions and recommendations as listed above in Personnel.

C. Facilities

Items/Projects for Discussion

- A. None

No agenda items for approval.

Recommendation: No recommendations.

D. Finance

Items/Projects for Discussion

- A. None

Memorandum of Understanding – American Red Cross

- 1. Approve the MOU with the MY Learning Group/ American Red Cross for lifeguard instructor certification and lifeguard certification.

Street Characters Contract

2. Approve to enter into a contract with Street Characters, Inc. to design and produce a Saucon Valley School District Panther mascot, not to exceed \$12,600.00, pending review and approval of the district solicitor.

High School Yearbook Agreement

3. Approve the attached agreement with Hercules Achievement, LLC. to print and bind the 2024-2025 edition of the Saucon Valley High School yearbook.

Recommendation: To approve all motions and recommendations as listed above in Finance.

E. Community Updates

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

F. Northampton Community College – *Susan Baxter* (Meetings are on the first Thursday of every month)

G. Bethlehem Area Vo-Tech School – *Vivian Demko & Cedric Dettmar* (Meetings are on the first Tuesday of every month)

H. Colonial Intermediate Unit – *Dr. Shamim Pakzad* (Meetings are on the fourth Wednesday of every month)

I. PSBA Representative – *Donald Carpenter*

J. New Business

K. Old Business

XV. Citizens' Inquiries and Comments – *Visitors should state their name and address.*

XVI. Announcements

Future Meetings ~ December 3, 2024 – 7 pm – Reorganization – High School Audion

XVII. Motion to Adjourn Meeting

The Saucon Valley School District does not discriminate on the basis of race, color, national origin, age, sex, or handicap.

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, October 22, 2024, in the High School Audion. Present were Directors William Broun, John Conte-online, Vivian Demko, Cedric Dettmar, Dr. Laurel Erickson-Parsons, Tracy Magnotta-online, Dr. Shamim Pakzad, and Jay Santos. Director Donald Carpenter was absent. Judith Riegel, Board Secretary; Mark Fitzgerald, District Solicitor; and Jaime Vlasaty, Superintendent.

- I. **Call to the Order** – 7:10 pm- *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Board Secretary*
8-present, 1-absent (Carpenter)
- IV. **Motion to Approve Agenda** – Director Dettmar, seconded by Director Erickson-Parsons, moved to approve the Agenda. Vote: 8-yes, 0-no, 1-absent (Carpenter)
- V. **Announcement of Executive Session** – Legal & Superintendent Goals
- VI. **Approval of Minutes** – Director Santos, seconded by Director Erickson-Parsons, moved to approve the minutes of October 8, 2024, with the correction of the meeting date on the minutes. Vote: 8-yes, 0-no, 1-absent (Carpenter)
- VII. **Recognition** – None
- VIII. **Presentation** – Spanish Immersion Program
- IX. **High School SGA Representative’s Report** – Peter Albano
- X. **Superintendent’s Report** – *Jaime Vlasaty, Superintendent* – Superintendent Vlasaty reported that the district has received a Public-School Facilities Improvement Grant from the state for \$307,000.00 for the High School Health & Safety Project. Ms. Vlasaty also reported that 10 Saucon student have made it to the finals of the District Chorus competition. Ryan Pakzad placed 3rd.
- XI. **Courtesy of the Floor to Visitors – Agenda Items Only** –
M. Lomangino – Commented on the Superintendent raise. She is trusting the board that goals were met. She asked if the raise is competitive with other Superintendents in the area, with what the teachers are getting and with what the community is getting.
- XII. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$829,175.11
 - B. Cafeteria Expenditures – \$19,251.99
 - C. Health Benefits – \$531,626.45
 - D. Capital Projects – None
 1. Approve the above Presentation of Bills.

Director Dettmar, seconded by Director Erickson-Parsons, moved to approve the Presentation of the Bills. Vote: 8-yes, 0-no, 1-absent (Carpenter)

XIII. Treasurer's Report – Donald Carpenter/David Bonenberger

- A. Cash Investment and Bond Activity
- B. Condensed Board Summary Report
- C. Budget Transfers – \$17,998.74
- D. Middle School Activity Report – September 30, 2024
- E. High School Activity Report – September 30, 2024

1. Approve the above Treasurer's Report.

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

XIV. AGENDA ITEMS

A. Education

1. Approve a trip to Carnegie Hall, New York City, on March 28, 2025, for approximately 30 students and 1 Teacher (additional chaperones to be added). Cost: \$279.00 - Per Student (Fundraising/Payment)
2. Approve the attached travel request and contract for the "Beast of the East" Wrestling Tournament in Wilmington, DE.

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

B. Personnel

1. Approve the following Bus Drivers with wage & benefits per the current SV Educational Support Professionals Contract. Employment is effective upon completion of employment paperwork.
Ellen DeLuca - Full-Time Bus Driver
Cynthia Moninghoff - Part-Time Bus Driver.
Geoffrey Burgess - Part-Time Driver
Charles DeBoer - Part-Time Bus Driver
Jimmy Gonzales – Part-Time Bus Driver

Director Erickson-Parsons, seconded by Director Santos, moved to approve Personnel Item 1. Vote: 8-yes, 0-no, 1-absent (Carpenter)

2. Approve David Seip as a Mechanic 1 with salary and benefits per the current SV Educational Support Professionals Contract.
Employment is effective upon completion of employment paperwork.

Director Erickson-Parsons, seconded by Director Dettmar, moved to approve Personnel Item 2. Vote: 8-yes, 0-no, 1-absent (Carpenter)

3. Approve the transfer of Michael Green from Mechanic 1 to Mechanic 2, with an increase to \$33.42 per hour effective November 1, 2024.

Director Erickson-Parsons, seconded by Director Santos, moved to approve Personnel Item 3. Vote: 8-yes, 0-no, 1-absent (Carpenter)

4. Approve Ashley Petrie as a Part-Time Registered Behavior Technician – Instructional Paraprofessional at \$25.00/hour, effective upon completion of employment paperwork.

Director Erickson-Parsons, seconded by Director Santos, moved to approve Personnel Item 4. Vote: 8-yes, 0-no, 1-absent (Carpenter)

5. Approve the following substitute support staff:

Alicia Kichline as a substitute custodian, at an hourly rate of \$18.00, to be employed on a “call as needed basis, no benefits, effective upon completion of employment paperwork.

Lisa Harkins as a substitute administrative assistant, at an hourly rate of \$18.00, on a call as needed, no benefits.

Director Erickson-Parsons, seconded by Director Santos, moved to approve Personnel Item 5. Vote: 8-yes, 0-no, 1-absent (Carpenter)

6. Approve Stephanie Schleef as a substitute school nurse at a rate of \$120.00 per day, with no benefits, on a call-as-needed basis, pending completion of employment paperwork.

Director Erickson-Parsons, seconded by Director Santos, moved to approve Personnel Item 6. Vote: 8-yes, 0-no, 1-absent (Carpenter)

7. Approve 2024-2025 salary adjustment of 3% based on annual evaluation of the Superintendent.

Director Erickson-Parsons, seconded by Director Santos, moved to approve Personnel Item 7. Vote: 6-yes, 2-no (Demko, Santos), 1-absent (Carpenter)

8. Approve the following 2024-2025 Athletic Coaches:

Robert Davis – Indoor Track, Head Coach - \$1,000.00

Katherine Naiburg – Girls Lacrosse, Asst. Coach - \$3,400.00

Joshua Persson – Boys Jr. Varsity Baseball, Head Coach - \$3,000.00

Joseph Lobeck – Jr. High Wrestling, Asst. Coach - \$3,400.00

Chris Farkas – Wrestling Coach – Volunteer

Daniel DeTello – Wrestling Coach – Volunteer

Director Broun, seconded by Director Erickson-Parsons, moved to approve Personnel Item 8. Vote: 8-yes, 0-no, 1-absent (Carpenter)

9. Approve rescinding the resignation of Gina Zimpfer, part-time high school instructional paraprofessional.

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

C. Facilities

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

Director Erickson-Parsons, seconded by Director Santos, moved to approve Facilities Item 1. Vote: 8-yes, 0-no, 1-absent (Carpenter)

D. Finance

No agenda items for approval.

E. Community Updates

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte* - None
- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*
Small Grants application deadline is November 8, 2024, Maximum \$3,000.00

F. Northampton Community College – *Susan Baxter* - None

G. Bethlehem Area Vo-Tech School – *Vivian Demko & Cedric Dettmar* –
Open House October 23, 2024 5:30 – 7:30

H. Colonial Intermediate Unit – *Dr. Shamim Pakzad* - None

I. PSBA Representative – *Donald Carpenter* - None

J. New Business – Director Broun gave a presentation “Saucon Valley High School to Post-Secondary Education: Trajectories of Concern”

K. Old Business - None

XV. Citizens’ Inquiries and Comments – None

XVI. Announcements

Future Meetings ~

November 12, 2024 – 7 pm – Business Meeting – High School Audion

November 26, 2024 – 7 pm – Business Meeting – High School Audion

XVII. Motion to Adjourn Meeting

Board President Pakzad adjourned the meeting at 8:55 pm.

ATTEST _____
Secretary
President

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - GENERAL **Payment Dates:** 11/13/2024 - 11/13/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		AHOLD FINANCIAL SERVICES	GIANT		864.43
		ALOHA JAYS			68.70
		BERKS COUNTY INTERMEDIATE UNIT			87.00
		BLUE MOUNTAIN ATHLETICS			300.00
		BROWN DAUB			39.61
		BUCKS COUNTY INTERMEDIATE			758.44
		CURTIS POWER SOLUTIONS LLC	Work on Kohler K-566341-400		2,073.15
		D & J SPORTS	swim caps		553.45
		DINN BROS INC	High Honor Roll Ribbons		310.50
		Dorney Sandra	SENIOR CITIZENS TAX REBATE		550.00
		EPIC TOURS LLC.			200.00
		HAMPTON INN WILLIAMSPORT DOWNTOWN			982.31
		HELLERTOWN BOROUGH AUTHORITY			7,784.97
		KELLY ANN SPRADLIN			1,880.00
		KEYSTONE COLLECTIONS GROUP			107.98
		KUTA SOFTWARE LLC	Algebra 2 Licensure for HS		150.00
		L.V.I.D.A.			225.00
		LEVIN LEGAL GROUP			2,090.00
		LightSPEED Technologies Inc	REDCAT WITH FLEXMIKE		14,110.00
		LINE MOUNTAIN WRESTLING BOOSTERS			300.00
		LONG ISLAND QUIZ BOWL ALLIANCE			50.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - GENERAL Payment Dates: 11/13/2024 - 11/13/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		LONGSTRETH SPORTING GOODS	goalie bags		379.29
		LOWER SAUCON TWP POLICE DEPT			3,109.64
		MATH COUNTS FOUNDATION	DUES & FEES ACTIVITIES 5-8		240.00
		NAZARETH AREA SCHOOL DISTRICT	SPECIAL ED		259.78
		OG ACADEMIC TUTORING CENTRE	Bundle w/Multisenory Math OC K		546.50
		PA TURNPIKE TOLL BY PLATE			78.30
		Pennsylvania FIRST Robotics	FTC QUALIFYING EVENT-A paper check must be mailed late September.		150.00
		PMEA			123.00
		PRO-ED INC	ERP FUNCTIONAL WORD SERIES		859.00
		QUAKERTOWN WRESTLING BOOSTER CLUB			450.00
		R.D. Bitzer Co.			450.00
		RACHEL'S CHALLENGE			14,100.00
		RAINBOW RESOURCE CENTER INC	BOOKS		106.43
		RESILITE SPORTS PRODUCTS INC.	REPL EQUIP WRESTLING BOYS VAR	REPL EQUIP WRESTLING BOYS JV	36,278.90
		ROHRER BUS SALES INC.	Supplies		74.96
		SAFETY-KLEEN SYSTEMS INC.	Supplies/Repair of Equipment		235.99
		SASC, LLC D/B/A ACTIVATE LEARNING	Kit balance and Shipping total	Digital	31,506.89
		SAUCON VALLEY CAFETERIA			74.34
		SCHOOL FOOD SERVICE SOLUTIONS			4,563.00
		SERVICE TIRE TRUCK CENTERS	Supplies		5,996.90

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Bank Account: GF - FULTON BANK - GENERAL Payment Dates: 11/13/2024 - 11/13/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		ST. LUKE'S HOSPITAL			1,021.00
		US COACHWAYS			671.81
		VERIZON WIRELESS			1,514.76
		VIRGINIA KICHLINE	SENIOR CITIZENS TAX REBATE		550.00
		WILLIAMSPORT AREA HIGH SCHOOL			300.00
10 - GENERAL FUND					137,126.03
Grand Total All Funds					137,126.03
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					137,126.03
Grand Total Virtual Payments					0.00
Grand Total All Payments					137,126.03

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - GENERAL Payment Dates: 11/13/2024 - 11/13/2024

Payment Categories: Direct Deposits
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		ALL PHASE ELECTRIC SUPPLY	Supplies		3,286.72 <i>D</i>
		AMAZON CAPITAL SERVICES	Office Supplies - MS	Class Supplies for tech ED- Blanket PO	838.39 <i>D</i>
		AMAZON CAPITAL SERVICES, INC.	Supplies		525.08 <i>D</i>
		AMERICHEM	Supplies		4,850.86 <i>D</i>
		APPLE INC.	Macbook Air Repair		950.89 <i>D</i>
		ASCENDANCE TRUCKS PENNSYLVANIA LLC	Supplies		8,510.10 <i>D</i>
		BACKUPIFY			400.50 <i>D</i>
		BAYADA HOME HEALTH CARE			390.00 <i>D</i>
		BSN SPORTS LLC	winter order of supplies		5,820.60 <i>D</i>
		BUXMONT ACADEMY			8,581.60 <i>D</i>
		CAPSTONE ACADEMY			9,787.50 <i>D</i>
		CARDINAL POINT SECURITY GROUP			6,202.75 <i>D</i>
		CDW-G COMPUTER CENTERS INC.	Projectors and Mounts	SUPPLIES REGULAR K-4	2,103.66 <i>D</i>
		CELIA WEDGE	SENIOR CITIZENS TAX REBATE		300.00 <i>D</i>
		CIRCLE OF SEASONS CHARTER SCHOOL			8,715.43 <i>D</i>
		COLONIAL INTERMEDIATE UNIT #20			67,809.01 <i>D</i>
		CURRICULUM ASSOCIATES INC.	Phonics for Reading		940.80 <i>D</i>
		DEBORAH KIMBALL	Reimbursement for Giant/BJ's/Costco for cooking	Blanket P.O. for JO-ANNS Fabrics	431.90 <i>D</i>
		DIANE HUDOCK	SENIOR CITIZENS TAX REBATE		550.00 <i>D</i>
		DONOVAN GROUP II			3,925.00 <i>D</i>

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Payment Categories: Direct Deposits
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		EAS WATER COFFEE PAPER			315.45 <i>D</i>
		EVERDRIVEN TECHNOLOGIES LLC			14,799.86 <i>D</i>
		FOX ROTHSCHILD LLP			7,215.50 <i>D</i>
		GENERAL HEALTHCARE RESOURCES LLC			6,968.80 <i>D</i>
		GLENN R. BROWN			89.07 <i>D</i>
		GROSH BACKDROPS & DRAPERY	3-5 Musical Backdrop		705.08 <i>D</i>
		HILLENDALE ASSOCIATES, INC.			1,260.00 <i>D</i>
		INDUSTRIAL APPRAISAL CO.			75.00 <i>D</i>
		INNOVATIVE OUTDOOR PRODUCTS LLC			160.00 <i>D</i>
		INTEGRITEC INC.	Maintenance		479.17 <i>D</i>
		INTERSTATE BATTERY OF ALLENTOWN	Supplies		135.95 <i>D</i>
		J.W. PEPPER & SON INC.	Blanket PO for Choir		131.67 <i>D</i>
		JASON GORDON			71.01 <i>D</i>
		JOHNSON CONTROLS FIRE PROTECTION LP	repair detector		1,445.43 <i>D</i>
		JUST PLAY SPORTS SOLUTIONS LLC			1,530.00 <i>D</i>
		KIEFER AQUATICS	NEW EQUIPMENT - BOYS V SWIMMING	NEW EQUIPMENT - GIRLS V SWIMMING	32,009.52 <i>D</i>
		LARA McCARTHY			360.00 <i>D</i>
		LEXIA LEARNING SYSTEMS LLC	Q-658475-2 Lexia Core5 Readin		2,000.00 <i>D</i>
		LINDE GAS & EQUIPMENT INC.	Supplies		108.90 <i>D</i>
		LISA MICHELLE BASARA			4,200.00 <i>D</i>

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Payment Categories: Direct Deposits
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		MICROBAC LABORATORIES INC.	Drinking Water Analysis	Pool Testing	697.52 <i>D</i>
		MUSIC & ARTS	Instrument Repair	Music & Arts Blanket PO Repairs	1,370.71 <i>D</i>
		NAPA AUTO PARTS-HELLERTOWN	Supplies		1,288.67 <i>D</i>
		NORTHAMPTON COUNTY AREA COMMUNITY COLLEGE			23,043.75 <i>D</i>
		NORTHEAST JANITORIAL SUPPLY	Supplies		2,030.76 <i>D</i>
		OVERDRIVE INC.	IU Consortium Subscription to SORA eBook platform		360.00 <i>D</i>
		PARTS TOWN, LLC	Supplies		144.92 <i>D</i>
		PENNSYLVANIA LEADERSHIP CHARTER SCHOOL			20,459.54 <i>D</i>
		PENNSYLVANIA VIRTUAL CHARTER			18,974.87 <i>D</i>
		PENNWOOD CYBER CHARTER SCHOOL			8,798.11 <i>D</i>
		PETROLEUM TRADERS CORP.			20,154.00 <i>D</i>
		PIONEER MANUFACTURING CO			636.65 <i>D</i>
		POWERSCHOOL GROUP LLC	PS UT Services Renewal		36,840.00 <i>D</i>
		PP & L ELECTRIC UTILITIES			40,033.55 <i>D</i>
		PROAC CORPORATION	Maintenance Agreement Renewal		5,709.00 <i>D</i>
		QUADIENT FINANCE USA INC.			3,000.00 <i>D</i>
		QUADIENT LEASING USA INC.			975.00 <i>D</i>
		RACEWAY CHEVROLET			211.59 <i>D</i>
		REVIVE HEALTH INC			2,367.00 <i>D</i>
		ROBERT FREY			52.51 <i>D</i>
		Roberts Oxygen Co. Inc	Supplies		120.72 <i>D</i>

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - GENERAL Payment Dates: 11/13/2024 - 11/13/2024

Payment Categories: Direct Deposits
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		ROSS BODY & FRAME WORKS INC.	Supplies/Towing		175.00 <i>D</i>
		Saucon True Value	Supplies		753.23 <i>D</i>
		SCHOOL SPECIALTY, LLC.	SUPPLIES TITLE I K - 4	FOSS materials	3,062.07 <i>D</i>
		SOLIANT HEALTH			10,530.00 <i>D</i>
		STEM LAWN CARE	Lawn Maintenance		6,400.00 <i>D</i>
		STEPHEN ROMAN			130.88 <i>D</i>
		SV EDUCATIONAL SUPPORT PROFESSIONALS	SUPPORT STAFF DUES W/H PAYABLE		1,001.05 <i>D</i>
		SWEETWATER SOUND INC.	PreSonus 32-ch Digital Rack Mixer	Blanket PO for Choir/BAND	1,756.34 <i>D</i>
		THE VIRTUAL HIGH SCHOOL			290.00 <i>D</i>
		TOMLINSON BOMBERGER	Field Maintenance		2,670.00 <i>D</i>
		TuWay Communications	Repair/Maintenance Equipment		217.00 <i>D</i>
		UGI UTILITIES INC			73.79 <i>D</i>
		VOYAGER SOPRIS LEARNING	Rewards INTER		149.60 <i>D</i>
		WILSON LANGUAGE TRAINING CORP.	Fundations		2,090.88 <i>D</i>

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - GENERAL Payment Dates: 11/13/2024 - 11/13/2024

Payment Categories: Direct Deposits
Sort: Payment Number

10 - GENERAL FUND	425,549.91
Grand Total All Funds	425,549.91
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	425,549.91
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	0.00
Grand Total Virtual Payments	0.00
Grand Total All Payments	425,549.91

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CL - CAFE - FULTON(LAFAYETTE) **Payment Dates:** 11/13/2024 - 11/13/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		AHOLD FINANCIAL SERVICES	FOOD		19.56
		AMAZON CAPITAL SERVICES	SUPPLIES		300.26
		GOLD CREEK FOODS LLC	FOOD		795.52
		HERSHEY'S CREAMERY COMPANY	FOOD		1,368.24
		POCONO MOUNTAIN DAIRIES	FOOD	MILK	3,589.20
		ROCKLAND BAKERY INC.	FOOD		570.30
		SINGER EQUIPMENT COMPANY	SUPPLIES		1,489.87
		SYSCO OF CENTRAL PA	FOOD		26,915.59
		THE AMERICAN BOTTLING COMPANY	FOOD		596.00
		VALLEY GREEN FOODS	FOOD		963.00
50 - CAFETERIA					36,607.54
Grand Total All Funds					36,607.54
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					36,607.54
Grand Total Virtual Payments					0.00
Grand Total All Payments					36,607.54

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

**SAUCON VALLEY SCHOOL DISTRICT
BUSINESS OFFICE**

BUDGETARY TRANSFER FORM
2024-2025

Date: November 12, 2024

		TRANSFER AMOUNT		ACCOUNT TITLE	REASON FOR TRANSFER	
ACCOUNT #		IN	OUT			
1	TO	10-1110-330-000-30-000-000-000-0000	1,050.00		OTHER PROF SERVICE HS ED	BALANCE ACCOUNT
	FROM	10-1110-610-000-30-000-000-000-0000		1,050.00	SUPPLIES REGULAR 9-12	TRANSFER OF FUNDS
2	TO	10-1110-762-000-30-000-000-000-0000	5,614.80		EQUIPMENT REPLACEMENT REG 9-12	BALANCE ACCOUNT
	FROM	10-1110-610-000-30-000-000-000-0000		5,614.80	SUPPLIES REGULAR 9-12	TRANSFER OF FUNDS
3	TO	10-1110-650-000-30-000-000-000-0000	1,606.45		REG INSTR ED SOFT LIC 9-12	BALANCE ACCOUNT
	FROM	10-1110-640-000-30-000-000-000-0000		1,606.45	BOOKS & PERIODICALS REG 9-12	TRANSFER OF FUNDS

Total Transfer: \$ 8,271.25

Saucon Valley School District

Meeting of the Academic & Personnel Committee
District Office Conference Room
November 6, 2024 – 5:00 pm

The following items were on the Academic & Personnel agenda:

High School Principal Teresa Casimire presented changes to the High School Course of Study for the 2025-2026 school year.

Pamela Dobson, K-12 Curriculum Innovation & Instructional Technology Specialist, gave an update on the District's Technology Plan.

There were no recommendations by the committee to the Board.

SAUCON VALLEY SCHOOL DISTRICT
Office of the Superintendent
Conference/Travel Breakdown
November 12, 2024

Name	Date	Conference/Travel Title - Location	Rationale	Estimated Cost Breakdown	Number Attended this Year	Total Costs to Date	Previously Attended this Conference If so, cost	
							Yes	No
Travel								
Chad Shirk High School Wrestling Coach	December 6 & 7, 2024	Top Hat Memorial Tournament Williamsport, PA	This is part of their PIAA wrestling schedule. There will be wrestlers and coaches in attendance. (Contract) This event is budgeted for and all costs are estimated	Lodging \$ 982.31 Registration \$ 300.00 Transportation \$ 273.36 TOTAL: \$ 1,555.67	-0-	-0-	\$1,200.00	
Edward Kolosky High School Cross Country Coach	November 1 & 2, 2024	PIAA Cross Country Championship Hershey, PA	This is the PIAA State Cross Country Championship. One athlete and 3 coaches were in attendance. All expenses are budgeted for and this is retroactive.	Lodging \$ 562.77 Transportation \$ 120.60 TOTAL: \$ 683.37	-0-	-0-		
Dr. Lensi Nikolov	November 22-24, 2024	National Council of Teachers of English 2024 Annual Conference Boston, MA	Annual National Conference	Total Cost \$1559.50	-0-	-0-		
Pamela Dobson	November 22-24, 2024	National Council of Social Studies Teachers, 2024 Annual Conference Boston, MA	Annual National Conference	Total Cost \$1504.62	-0-	-0-		

This Memorandum of Understanding sets forth the terms and understanding between Saucon Valley School District and MY Lifeguard Training Group, DBA MY Training Group, providing services to support the **American Red Cross Lifeguarding** and **American Red Cross Lifeguard Instructor Training courses**.

Thank you for choosing MY Training Group to supply aquatic and safety programs. MY Training Group is a fully insured and licensed training provider of the American Red Cross.

Purpose

The **American Red Cross Lifeguarding Instructor course** trains instructor candidates to teach the basic-level American Red Cross Cross Lifeguarding courses (including deep water, shallow water, aquatic attraction, waterpark skills, waterfront skills), CPR/AED for Professional Rescuers, select Skill Boosts, Bloodborne Pathogens Training, and select Water Safety presentations.

All instructor candidates must have an **American Red Cross Lifeguarding Certification** as a prerequisite to the course. The American Red Cross Lifeguarding course provides participants with the knowledge and skills needed to Prevent, recognize, and respond to aquatic emergencies. Provide professional-level care for breathing and cardiac emergencies, injuries, and sudden illnesses until emergency medical services (EMS) professionals take over. Lifeguarding (Including Deep Water) training is conducted and evaluated in water depths ranging from 0 feet to water 7 feet and greater (ranging from 8-12 feet maximum), depending on the depth of the facility in which the training is conducted.

Both courses are presented using a blended learning approach. The American Red Cross Lifeguarding course requires about 6 hours of online instruction to be completed before our first scheduled training. The American Red Cross Lifeguarding Instructor course requires about 2 hours of online instruction to be completed before our first scheduled training of the Instructor course.

Please refer to the attached ***r.24 Lifeguarding Course Fact Sheet*** and ***r.24 Lifeguarding Instructor Course Fact Sheet*** for additional information that is therefore included in this Memorandum of Understanding.

Program Prerequisites

Lifeguarding Course:

Entry into the course is strictly limited to those who meet the prerequisites. Failure to have attained the appropriate skill level could pose a safety threat to themselves and to others in the class.

Participants must:

- Be at least 15 years old on or before the final scheduled session of the course.
- **Complete the two prerequisite swimming skills evaluations:**
 - **Complete a swim-tread-swim sequence without stopping to rest (swim 150 yards, tread for 2 minutes, swim 50 yards).**
 - **Complete a timed event within 1 minute, 40 seconds (swim 20 yards, dive to 7-10 feet and retrieve 10-pound object, sim 20 yards holding the object).**

Instructor Course:

Entry into the course is strictly limited to those who meet the prerequisites.

Participants must:

- Be at least 17 years old on or before the final scheduled session of the course.
- **Possess a current basic-level certification in American Red Cross Lifeguarding (Including Deep Water) with CPR/AED for Professional Rescuers and First Aid.**
- Successfully complete the prerequisite skill assessment scenario that evaluates the following skills:
 - Entry
 - Swimming approach
 - Surface dive in deep water (7 to 10 feet)
 - Passive submerged rescue
 - Rapid extrication (with an assisting rescuer)
 - Rapid assessment
 - Single-rescuer CPR (3 minutes)

Course Agenda**Course Location:**

2100 Polk Valley Rd, Hellertown, PA 18055
Saucon Valley Senior High School

Course Schedule:

The course curriculum is 16 hours, not including breaks and meals.

Online Learning to be completed before the in-person session: Approximately 2 hours to complete.

In-person sessions are:

Monday, November 25, 2024 - 7:30 AM to 3:30 PM

Tuesday, November 26, 2024 - 7:30 AM to 3:30 PM

Three more scheduled 8-hour sessions.

Dates and times to be mutually determined. **All sessions must be completed by May 31, 2025.**

Participants MUST attend all sessions to be successful and receive Lifeguarding and/or Lifeguarding Instructor certification. There are no exceptions.

Responsibilities of Saucon Valley School District

In addition to the below facility and material requirements, it's the responsibility of Saucon Valley School District to ensure participants meet all program requirements as set forth above.

Classroom Space

The classroom should provide a safe, comfortable, and appropriate learning environment. The room should be well-lit and well-ventilated, and it should have a comfortable temperature. Set up the tables and chairs so all participants have space for their reference materials and can clearly see and hear the instructor trainer and video presentations.

Swimming Area

The swimming area must include:

- Water depths consistent with the minimum and maximum water depths for the course. Maximum depth should be 7' or greater
- Sufficient swimming space to accommodate the swim distances and actions required for the various components of the prerequisite swimming skills evaluation for the course.
- Sufficient deck space for rotation pathways and for providing care after extrication.
- Exit points that allow for participants to exit the water without using a ladder or stairs and to practice rapid and spinal motion restriction techniques using a backboard.
- The swimming area must be meant for and approved for safe swimming.
- Pools and waterparks should have a current operating permit as required by state and local codes.
- Comfortable water temperatures
- Other environmental factors (such as wind, rain, thunder, and lightning) must also be monitored for the health and safety of class participants.

An adequate number of certified lifeguards, sufficient to respond to an emergency per the facility's emergency action plans, must be on duty during all in-water sessions. **One or more lifeguards with no duties beyond those of patron/participant surveillance must be present and conducting surveillance during all in-water activities. Course participants and instructor(s) may not act as the lifeguard on duty.**

If we receive inclement weather or any other disruption to the course schedule we may have to extend or reschedule to meet course requirements to receive certification set forth by the American Red Cross.

Course Materials:

Lifeguarding base-level course:

- American Red Cross Lifeguarding Manual (print or ebook). **MY Training Group will loan a print copy for in-person sessions.**
- **MY Training Group will supply all necessary materials for the Lifeguarding base-level training.**

Instructor Course:

Each candidate must have the required curriculum resources. Downloads are available free of charge. Resources are also available for purchase on the Red Cross Store

Lifeguarding instructor candidates should obtain and review the following r. 24 American Red Cross course materials prior to attending the Lifeguarding Instructor course:

- Lifeguarding Instructor's Manual (candidates are required to bring a **print version** of this manual to the in-person sessions of the instructor course).
- Lifeguarding Instructor's Deck Book (optional)
- Lifeguarding Manual (digital or print version)
- Lifeguarding course videos (available to download from the Red Cross Learning Center, included in the Lifeguarding Course Presentation for Instructor-Led Training, or by purchasing the
- Lifeguarding DVD set)
- Lifeguarding Course Presentation for Instructor-Led Training (available to download from the Red Cross Learning Center).

Digital materials and video are available on the Lifeguarding Instructor Candidate's Page of the Red Cross Learning Center (redcrosslearningcenter.org/s/instructor-candidate-resources)

Print materials, the DVD, and a Lifeguarding Instructor's Kit that includes all required materials for teaching the Lifeguarding course are available for purchase on the Red Cross Store (redcross.org/store).

Participants will self-enroll to e-sign our consent and liability waiver. This course is physically demanding. <https://mytraininggroup.com/consent-and-liability-waiver/>

Responsibilities of the MY Training Group

MY Training Group will supply a certified American Red Cross Lifeguard Instructor Trainer for both training courses. We will supply all training equipment required in conjunction with American Red Cross policies and procedures.

Memorandum of Understanding

Payment

The total cost of instruction of the courses and course fees would be \$4500

Saucon Valley School District will be invoiced. Invoices will be sent via email. Payment in full is due thirty (30) days from the date of invoice.

Additional and/or future costs: As noted above, Saucon Valley School District is responsible for obtaining curriculum materials for the course. After completion of the Lifeguard Instructor course, Saucon Valley School District may need to purchase equipment to conduct American Red Cross courses following the curriculum, and policies and procedures, set forth by the American Red Cross.

Signatures

All partners in this agreement sign to confirm their acceptance of its terms by their signature

Saucon Valley School District

MY Lifeguard Training Group, DBA MY Training Group

Signature

Signature

Name and Title

Name and Title

Date

Date

Don't hesitate to contact us if you have any questions or concerns.



**Proud Provider of
Red Cross Training**

PRINTING AGREEMENT

Year(s) Covered: 2025 2026 2027 2028 2029 Date: 8/19/2024
 New Renewal

Subject to the terms hereof, the Customer (school) named below hereby engages Hercules Achievement, LLC. d/b/a Varsity Yearbook ("Company"), and Company agrees, to print and bind the specified publication during the Years Covered (specified above).

<p>School Name: Saucon Valley Sr High School Address: 2100 POLK VALLEY RD City/State/Zip: HELLERTOWN, PA 18055-2406 Job Number: 16880 Title/Publication: Current Enrollment: 700</p> <p>Correspond With Name : Robert Frey Title: Yearbook Coordinator Address: 2100 Polk Valley Rd City/State/Zip: Hellertown, PA 18055-2406 Phone Number: Fax Number: Email: robert.frey@svpanthers.org</p> <p>Send Invoice To Name : Robert Frey Title: Yearbook Coordinator Address: 2100 Polk Valley Rd City/State/Zip: Hellertown, PA 18055-2406 Phone Number: Tax Exemption Number: Pre-Payment Option Desired: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Shipping Information Requested Book Ship Date: July 12, 2025 Ship Book To : Robert Frey Requested Kit Ship Date: August 19, 2024 Ship Kit To : Robert Frey</p>	<p>Specifications Program: Advantage Plus Trim Size: 8 1/2 X 11 Pages: 164 Copies: 250 Submission Method: Web (eDesign) Cover: Lithographic Printing Gloss Lamination (Vista Litho) 4/C Cover - School-Designed Binding: Smyth sewn and squarebacked Endsheets: Vibracolor White only with no design Paper: 80# Gloss Paper Proofs: eDesign PDF Proofs Self Proofs</p> <p style="text-align: right;">Base Price: \$14,917.50</p> <p>Additional Features Autograph Supplement (8 blank pages with Kleenstick) Included</p> <p style="text-align: right;">Estimated Tax (%): \$895.05 Printing Agreement Total: \$15,812.55</p>
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This agreement is subject to the terms shown on the reverse side and is binding on Company and the Customer for the Years Covered, subject to such terms.

Robert Frey Yearbook Coordinator

YEARBOOK PLANT USE

Customer Number _____ Date Received _____

Kara Sterner Company Representative

Terms and Conditions of This Yearbook Printing Agreement

This **Yearbook Printing Agreement** will be governed by Pennsylvania law. The "Years Covered" by this **Yearbook Printing Agreement** are shown at the top of the facing page. The Base Specifications on the facing page apply to the publication for the first Year Covered and shall likewise apply to each Book(s) for each subsequent Year Covered, as applicable, unless modified specifications for subsequent years are agreed in writing ("Modified Base Specifications"). Modified Base Specifications shall be conclusively authorized by **Customer** when signed only by an Authorized School Representative named on the facing page (or his or her successor). Base Specifications (or any Modified Base Specifications) shall only become final and binding upon **Hercules Achievement, LLC. d/b/a Varsity Yearbook ("Company")** upon written acceptance by the **Company** printing facility of such specifications (including price). **Company** printing facility will determine shipment date upon confirmation of specifications for a Year Covered. For each Year Covered after the first year, the deadline for submission of Modified Specifications is October 1 of the prior school year. If **Customer** has not provided signed Modified Specifications by such date, the Base Specifications on the facing page shall apply to such Year Covered and **Company** shall print the Book(s) for such year on such basis. **Customer** agrees to prepare all copy in strict accordance with instructions and materials furnished by **Company**.

If this **Yearbook Printing Agreement** covers more than one (1) year, then, **Company** shall provide to **Customer** fifteen (15) additional copies of each year's Book free of charge for the term of the **Yearbook Printing Agreement**. If this **Yearbook Printing Agreement** covers more than one (1) year, the **Customer** acknowledges that **Company** is relying upon the **Customer's** commitment herein for the following: To purchase supplies of paper, ink, and cover manufacturing materials; To determine staffing levels based upon expected production demands and timelines, given known capacities; To make financial investments in its programs, processes and technology improvements.

Company will not be liable for losses or delays as a result of strikes, accidents, acts of God, government restrictions, or any other cause beyond its control and such delays shall not constitute a breach of contract.

Ship Date will be maintained as specified herein, provided that the Submission Deadlines approved and/or published by **Company** have been met as specified. **Ship Date** for subsequent years covered will remain in same week, adjusted for calendar date shift. All Shipments are F.O.B. the printing facility, including extra copies should they be available.

For each year covered, **Customer** agrees to pay a first deposit equal to 40% of the total contract price at the time of the first copy deadline, and a second deposit equal to 50% of the total contract price at the time of the final copy deadline, bringing the total deposits to 90% of the contract price. All final invoices will be issued upon shipment of the books and are due upon receipt of the invoice. A service charge of 1.5% per month (18% annual percentage rate) will be applied on all unpaid balances after 90 days.

Customer represents and warrants that it has all necessary rights to any materials provided to **Company** for inclusion in **Customer's** Book(s). **Customer** will not provide any materials to **Company** which are or may be in violation of any right or any third party, including copyright. **Company** does not knowingly intend to print any material which is in violation of any copyright or proprietary rights, or is tortuous or illegal. **Company** reserves the right to refuse to print or otherwise prepare for publication any material which, in its sole discretion, could result in legal liability, and such refusal shall not constitute a breach of contract. To the extent permitted by the laws of the state in which **Customer** is located (as identified herein), **Customer** agrees to indemnify, defend, and hold harmless **Company** and its agents or employees in connection with claims, suits, damages, losses, liabilities, costs and expenses, including attorney's fees resulting from or arising out of printing of any material submitted to **Company** by **Customer** or its representative.

Customer acknowledges and agrees that **Company** may use reproduction, samples or copies of **Customer's** Book(s) for educational, recognition, marketing or other promotional purposes without compensation to **Customer**. Any future sales of the Book(s) or other uses of the Book(s) may be made by **Company** in its sole discretion and without any compensation to **Customer**.

If **Customer** elects to use **Company's** proprietary computer software (eDesign) to submit copy for the Book(s) to **Company** (the "eDesign System"), then **Customer** agrees as follows:

- a) **Company** will provide **Customer** the eDesign System User Subscription Agreement and Privacy Agreement (the "eDesign Agreements"),
- b) **Customer's** acceptance of the eDesign Agreements creates a binding contract;
- c) any violation of the terms of the eDesign Agreements by **Customer** will constitute a default by **Customer** of the terms of this **Yearbook Printing Agreement**.

This **Yearbook Printing Agreement** and any amendments may be executed in one or more counterparts, all of which constitute one and the same instrument. Any such counterpart signature may be delivered by means of an application on a mobile device, attachment to electronic mail or other lawful electronic means and shall be treated in all respects as an original executed counterpart and shall have the same binding legal effect as if it were the original signed and delivered in person.

Initial below:

Company Representative

Yearbook Coordinator