

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, October 28, 2025, in the High School Audion. Present were Directors William Broun, Donald Carpenter, John Conte, Vivian Demko, Cedric Dettmar, Laurel Erickson-Parsons, Tracy Magnotta (online), Shamim Pakzad, and Jay Santos. Also present were Judith Riegel, Board Secretary, and Alicia Luke, District Solicitor.

- I. **Call to the Order** – 7:00 pm - *Cedric Dettmar, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Board Secretary*
8-present, 1-absent (Santos)
- IV. **Motion to Approve Agenda** – Director Conte, seconded by Director Erickson-Parsons, moved to approve the agenda. Vote: 8-yes, 0-no, 1-absent
- V. **Announcement of Executive Session** – Administrative Assistant Compensation & Benefits Plan, Safety, and an SVEA Contract Matter.
- VI. **Approval of Minutes** – Director Conte, seconded by Director Demko, moved to approve the minutes of October 14, 2025. Vote: 8-yes, 0-no, 1-absent (Santos)
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **High School Representative Report**

Director Santos arrived at 7:05 pm

- 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 – \$597,835.24
 - B. Cafeteria Expenditures – \$74,999.99
 - C. Health Benefits – \$543,812.87
 - D. Capital Projects – None

1. Approve the above Presentation of Bills.

Director Conte, seconded by Director Erickson-Parsons, moved to approve the Presentation of the Bills. Vote: 9-yes, 0-no

- XIII. **Treasurer's Report** – *Donald Carpenter/David Bonenberger*
 - A. Cash Investment and Bond Activity
 - B. Condensed Board Summary Report
 - C. Budget Transfers – \$26,251.90
 - D. Middle School Activity Report – September 2025
 - E. High School Activity Report – September 2025

1. Approve the above Treasurer's Report.

Director Erickson-Parson, seconded by Director Broun, moved to approve the Treasurer's Report. Vote: 9-yes, 0-no

XIV. AGENDA ITEMS

A. Education

1. Approve the second and final reading of:
Policy 625 – Procurement Cards
Policy 625 AR-0 – Procurement Cards
2. Approve Lara McCarthy to attend an overnight conference, SAS PDE Conference at the Hershey Lodge, 12/7/2025 – 12/10/2025. The total cost is \$815.00.

Director Erickson-Parsons, seconded by Director Conte, moved to approve Education Items #1 & 2. Vote: 9-yes, 0-no

B. Personnel

- A. Tenure – Chad Saylor – 10/25/2025
1. Motion to approve a market rate adjustment of \$3,000 per position in the Administrative Assistants Compensation & Benefits Plan, retroactive to July 1, 2025.
2. Approve the retirement of Gina DiNino, Assistant Business Manager, effective April 10, 2026.
3. Approve Jason Stern as iTeam Assistant Advisor at \$900.00.
4. Approve the resignation of Dean Perez, Part-Time Bus Driver, effective October 24, 2025.

Director Erickson-Parsons, seconded by Director Conte, moved to approve Personnel Items #1 - 4. Vote: 9-yes, 0-no

C. Facilities

No agenda items for approval.

D. Finance

1. Approve a donation of \$100 from the Marais Family from participating in the Eastern PA Down Syndrome Buddy Walk.

Director Conte, seconded by Director Erickson-Parsons, moved to approve Finance Item #1. Vote: 9-yes, 0-no

E. Community Updates

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte* – No Report
- **Saucon Valley Foundation for Educational Innovation** – *Laurel Erickson-Parsons* – No Report

F. Northampton Community College – *Susan Baxter* – Ms. Baxter reported that NCC has continued to maintain a 5% growth.

G. Bethlehem Area Vo-Tech School – *Vivian Demko & Cedric Dettmar* – No Report

H. Colonial Intermediate Unit – *Dr. Shamim Pakzad* – Dr. Pakzad reported that due to the state budget impasse, IU 20 has secured a revolving line of credit for 20 million in order to meet their payroll obligations.

I. PSBA Representative – *Donald Carpenter & Jay Santos* – There are several online offerings for the Board Directors.

J. New Business –

1. Policy 005 – Organization

The Board discussed Policies 005 – Organization and 006 – Meetings.

2. Discussion and possible action regarding continuation of the Free and Reduced Lunch program at Saucon Valley School District during the government shutdown and communication with eligible families.

Director Broun, seconded by Director Erickson-Parsons, moved to approve continuing the Free and Reduced Lunch Program during the government shutdown. Vote:9-yes, 0-no

K. Old Business - None

XV. Citizens’ Inquiries and Comments – None

XVI. Announcements

Future Meetings ~

November 11, 2025– 7 pm – Business Meeting – High School Audion

November 25, 2025– 7 pm – Business Meeting – High School Audion

XVII. Motion to Adjourn Meeting – Board President Dettmar adjourned the meeting at 8:58

ATTEST _____

Secretary

President