

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, January 13, 2009 in the Campus Audion. Present were Directors Charles Bartolet, Susan Baxter, Edward Inghrim, Michael Karabin, Sandra Miller, Lachlan Peeke, Ralph Puerta, Sharon Stack, and George Torrella. Also present were Sandra G. Fellin, Ed.D., Superintendent; and David Bonenberger, Board Secretary.

An Executive Session for the purpose of personnel, negotiations, and legal was held prior to the meeting.

- I. Call to the Order – Mr. Ralph Puerta, President, presiding
- II. Pledge of Allegiance
- III. Recording of Attendance – Mr. David Bonenberger, Secretary  
9-present, 0-absent.
- IV. Announcement of Executive Sessions  
January 13, 2009 – Personnel, Negotiations, and Legal
- V. Approval of Minutes

Director Bartolet, seconded by Director Inghrim, moved to approve the Minutes from December 2, 2008 and December 9, 2008. Vote: 9-yes, 0-no.

- VI. Recognition
  - A. School Board Appreciation - Recognition
- VII. Presentation
  - A. Facility Review – TAS (The Architectural Studio)
- VIII. Superintendent's Report – Dr. Sandra Fellin, Superintendent
  - A. Bethlehem Vo-Tech Authority Representatives  
*It was determined that Joseph Chernaskey will serve as a district representative for the Vo-Tech Authority. Discussion and appointment of another representative will take place at the January 27, 2009 board meeting.*
- IX. Citizens' Comments – Agenda Items Only – Visitors should state their name and address.
  - M. Nare voiced support of Draft #1 of the School Calendar;
  - R. Phillips encouraged the board to move forward with the capital improvement projects.

X. Presentation of Bills – David Bonenberger

- A. General Expenditures - \$805,977.82
- B. Cafeteria Expenditures - \$53,674.02
- C. Health Benefits - \$447,357.88

Director Miller, seconded by Director Stack, moved to approve the Presentation of Bills. Vote: 7-yes, 2-abstentions (Baxter, Karabin – Check #13929), 0-no.

XI. Treasurer’s Report – Edward Inghrim/David Bonenberger

- A. Cash Investment and Bond Activity
- B. Expansion Project Finance Report
- C. Budget Transfer
- D. Middle School Activity Report and High School Activity Report

Director Miller, seconded by Director Inghrim, moved to approve the Treasurer’s Report. Vote: 9-yes, 0-no.

XII. Motion to Approve Agenda

Director Puerta, seconded by Director Miller, moved to approve the Agenda with the addition of Personnel Item #17, the appointment of a representative for the Bethlehem Vo-Tech Authority. Vote: 9-yes, 0-no.

A. Education

Items/Projects for Discussion and Possible Resolution

A. Restructuring of League – Bob Frey

B. Discussion of the 2009-2010 calendars:

Draft #1 – First Day for Students – August 31, 2009

Draft #2 – First Day for students – August 26, 2009

1. Approve the amendment to the articles of incorporation for Bethlehem Area Vo-Tech School

Director Peeke, seconded by Director Inghrim, moved to approve Education Item 1. Vote: 9-yes, 0-no.

## B. Personnel

1. Approve Nancy DeVogel, Rebecca Loux, and Jodie Morgan as additions to the Educational Support Staff Substitute List, to be employed on a "call as needed" basis at an hourly rate of \$9.70, no benefits. (Nancy DeVogel and Jodie Morgan qualify as Substitute Instructional Assistants. Rebecca Loux qualifies as a Substitute Non-Instructional Assistant.)
2. Approve Megan Hudak and Jodie Morgan as additions to the Secretarial/Clerical Substitute List, to be employed on a "call as needed" basis at an hourly rate of \$9.70, no benefits.
3. Approve Oliver Purdy as an addition to the Custodial Substitute List, to be employed on a "call as needed" basis at an hourly rate of \$10.09, no benefits.
4. Approve the retirement request for Sandra Brosious, Food Service Coordinator, effective June 16, 2009.

Director Miller, seconded by Director Inghrim, moved to approve Personnel Items 1 through 4. Vote: 9-yes, 0-no.

5. Approve the attached conference/travel requests.

Director Miller, seconded by Director Karabin, moved to approve Personnel Item 5. Vote: 9-yes, 0-no.

6. Approve the following additions to the 2008-09 substitute list:
  - Brenda Clowser – Elementary
  - Jason Markle – Health and Physical Education
  - Karen Norelli – Spanish/French
  - Laura Reczek – Elementary
  - Robbin Shomper – Health and Physical Education
  - Barbara Weikert – Elementary
7. Approve time off without pay for:
  - Steve Hanner, Transportation Employee, on March 4, 5, and 6, 2009. He will be using personal days on March 2 and 3.
  - Tori Heffelfinger, Reading Specialist, on January 23, 2009. She will be using personal days on January 20, 21, and 22.

Director Miller, seconded by Director Inghrim, moved to approve Personnel Items 6 and 7. Vote: 9-yes, 0-no.

8. Approve Shawn Rutt, as Supervisor of Special Education, at the salary of \$90,000. His start date will be upon release from current district. Mr. Rutt is replacing Moira O'Connor who recently resigned.

Director Peeke, seconded by Director Miller, moved to approve Personnel Item 8. Vote: 8-yes, 1-no (Karabin).

9. Approve the following maternity leaves:

Olivia Andrews, high school social studies teacher, beginning the last day of the third quarter. She intends to use 10 sick days prior to starting FMLA. Additional number of sick days will run concurrently with FMLA. After FMLA, she will be on an unpaid leave for the remainder of the 2008-09 school year and fall semester of the 2009-2010 school year. Mrs. Andrews will return to her teaching duties after the fall semester.

Stacy Daly, middle school science teacher, approximately beginning February 19, 2009. She intends to use 10 sick days prior to starting FMLA. She will then use an additional 10 sick days which will run concurrently with FMLA. Ms. Daly will return to her teaching duties approximately May 28, 2009.

10. Congratulate Jason Stern, professional employee, who received tenure on January 2, 2009.

11. Approve the following winter coaches:

Mason Messinger – Jr. High Wrestling Coach – \$3,775, which will be pro-rated. Mr. Messinger is replacing Ryan Fluck who resigned.

Mary Winters – Assistant Swim Coach – Volunteer

12. Approve the request to withdraw Connie Piperato's 2009 spring sabbatical leave.

13. Approve the transfer of Quinette Brucker from Kindergarten Specialist to Elementary Music Teacher beginning February, 2009, and continue until the end of the 2008-09 school year. Mrs. Brucker will be replacing Emily Young, who will be out on Maternity Leave during this time. There is no change to her salary.

Director Peeke, seconded by Director Inghrim, moved to approve Personnel Items 9 through 13. Vote: 9-yes, 0-no.

14. Approve the following long-term substitute:  
Nancy Heintzelman as Kindergarten Specialist starting February, 2009, and continue until the end of the 2008 -2009 school year. Mrs. Heintzelman's salary \$39, 878 (Bachelors, Step 1), will be prorated. She is replacing Quinette Brucker who will be transferring to Elementary Music Teacher during this time.
15. Approve the Consultant Services Agreement for Melody Weisman who will serve as an interim special education facilitator until a permanent replacement is hired. Consultant will be compensated at the rate of \$40/hour for 24 hour/week, not to exceed 90 days, retroactive as of December 15, 2008.
16. Approve the following professional appointment. Salary is based on the 2007-08 contract and are subject to change following approval of the 2008-09 contract.  
Philip Russell as middle school health and physical education teacher effective January 29, 2009, at a salary of \$39,878 (Bachelors, Step 1) which will be prorated. Mr. Russell is replacing Sandra Lance.
17. Approve the appointment of Joseph Chernaskey to serve as the District Representative for the Bethlehem Area Vocational Technical School Authority.

Director Peeke, seconded by Director Miller, moved to approve Personnel Items 14 through 17. Vote: 9-yes, 0-no.

#### C. Facilities

##### Items/Projects for Discussion and Possible Resolution

- A. Discussion of School Zone Signage on Walnut Street and Polk Valley Road

Director Miller, seconded by Director Stack, moved to approve the study for school zone signage on Walnut Street and Polk Valley Road. Vote: 8-yes, 1-no (Bartolet).

- B. Discuss possible purchase of a used 1996 F350 4-wheel drive aerial truck with 45,500 miles from Lower Saucon Township. Also included is a 8'6" Western Proplow snowplow at the price of \$9,999.00.

Director Karabin, seconded by Director Baxter, made a motion to move Facilities Discussion Item B to the agenda.

Director Inghrim, seconded by Director Peeke, moved to approve the purchase of a used 1996 4-wheel drive aerial truck from Lower Saucon Township at a price of \$9,999.00.  
Vote: 9-yes, 0-no.

- 1. Approval of the development of bid specifications through the bid process for item(s):

Projected Capital Item Cost Projections:

- I. Security at Administrative offices - projected \$50,000 construction cost
- II. Field House Modifications - projected \$2,000,000 construction cost
- III. High School Additional Classrooms – projected \$1,250,000 construction cost
- IV. High School Office Renovations - projected \$2,500,000 construction cost
- V. High School Locker Replacement - projected \$100,000 construction cost
- VI. High School Vestibule at Gym - projected \$1,250,000 construction cost

The following fees from TAS to prepare bid documents:

- I. Security at Administrative offices (based on \$50,000 construction cost): \$ 6,400
- II. Field House Modifications (based on \$2,000,000 construction cost): \$ 128,000
- III. High School Additional Classrooms (based on \$1,250,000 construction cost): \$ 75,000
- IV. High School Office Renovations (based on \$2,500,000 construction cost): \$ 150,000
- V. High School Locker Replacement (based on \$100,000 construction cost): \$ 12,800
- VI. High School Vestibule at Gym (based on \$1,250,000 construction cost): \$ 75,000

Director Bartolet, seconded by Director Peeke, moved to approve a Facility Study for the Administrative Offices.  
Vote: 7-yes, 2-no (Karabin, Stack)

Director Peeke requested that the Capital Improvement items be included on the Agenda for January 27, 2009.

D. Finance

Items/Projects for Discussion and Possible Resolution

A. 2009-2010 Budget Timeline for 2008-2009 School Year

2009-2010 Budget Timeline for 2008-2009 School Year	
January 29, 2009 (110 days prior to primary election)	District Deadline to have 2009-2010 Proposed Preliminary Budget available for public inspection; or adopt a Resolution not to raise the rate of any tax by more than its index.
February 3, 2009 (5 days after Resolution adoption)	District Deadline to submit adopted Resolution and proposed tax rate increases to the Department of Education.
February 8, 2009 (10 days prior to Preliminary Budget adoption deadline)	District Deadline to give public notice of intent to adopt the 2009-2010 Preliminary Budget unless a Resolution was adopted indicating that it will not raise the rate of any tax by more than its index.
February 13, 2009 (10 days after receipt of Resolution)	Department of Education Deadline to notify districts that adopted a Resolution whether the 2009-2010 proposed tax rates are equal to or less than their index.
February 18, 2009 (90 days prior to primary election)	District Deadline to adopt the 2009-2010 Preliminary Budget unless a Resolution was adopted.
February 23, 2009 (85 days prior to primary election)	District Deadline to submit 2009-2010 Preliminary Budget containing proposed tax rate increases to the Department of Education.
February 26, 2009 (1 week prior to filing of request for referendum exception)	District Deadline to publish notice in newspaper of intent to file petition with the Court of Common Pleas or to request approval from the Department of Education for a referendum exception.
March 5, 2009 (75 days prior to primary election)	District Deadline to seek approval from Court of Common Pleas or the Department of Education for referendum exceptions requiring their approval.
March 20, 2009 (60 days prior to primary election)	District Deadline to submit referendum question seeking voter approval of tax rate increase in excess of index to the County Board of Elections, unless request for referendum exception has been submitted to the Court of Common Pleas or the Department of Education. If the school district's proposed tax rate increase would exceed their Index even if all of its referendum exception requests were approved, and if it intends to submit a referendum question for that part of the tax rate increase, it must do so by this date.
March 25, 2009 (55 days prior to primary election)	Deadline for Court of Common Pleas or Department of Education to issue ruling on school district's petition for referendum exception.
March 30, 2009 (50 days prior to primary election)	District Deadline, if the Court of Common Pleas or Department of Education denies all or part of the school district's request for referendum exception, to submit to the County Board of Elections a referendum question seeking voter approval of tax rate increase in excess of index for the portion of the referendum exception request denied.

1. Approval to declare High School AV items as surplus.  
VCRs and DVD Players: Samsung 6RAW913278N  
Panasonic E5KG01155, FOMA 10580, L5MA26464,  
L1`LCP0597, C9ID96452, E5KG02232, B7KN00493;  
Sony 0495808  
Overhead Projectors: 3M 402259; Travel Graph J43297  
Slide Projector: Kodak A561151  
(All items are not repairable or the cost to fix them is more  
than the cost to repair.)

Director Miller, seconded by Director Stack, moved to approve  
Finance Item 1. Vote: 9-yes, 0-no.

2. Approve the sponsoring district's share of the  
Northampton Community College General Operating  
Budget for 2009-2010 in the amount of \$5,494,768.  
Saucon Valley's portion is \$265,048, which  
represents a 2.68% increase from 2008-2009 in the  
amount of \$6,914.

Director Peeke, seconded by Director Miller, moved to approve  
Finance Item 2. Vote: 9-yes, 0-no.

E. Community Outreach

1. The next meeting of the Saucon Valley Partnership is scheduled  
January 14, 2009 at 7 pm at Hellertown Borough Hall.

F. Bethlehem Area Vo-Tech School – Lachlan Peeke/Sharon Stack  
(Meetings are first Tuesday of every month)

G. Colonial Intermediate Unit – Susan Baxter  
(Meetings are fourth Wednesday of every month)

H. PSBA – Susan Baxter/Sandra Miller

I. Northampton Community College – Charles Bartolet  
(Meetings are first Thursday of every month)

J. Hellertown/Lower Saucon Chamber of Commerce – Michael Karabin

K. New Business

XIII. Solicitor's Report

XIV. Citizen's Inquiries and Comments – Visitors should state their name and address.

M. Nare – questioned funds available for capital improvements;

H. Payung – commented on building four classrooms now and doing the other renovations later;

R. Phillips – questioned time-line for projects;

G. Dickinson – questioned what would happen if funds do not cover the cost of projects;

R. Puerta - questioned prioritization of projects;

S. Baxter – voiced concern about spending borrowed money and also voiced disappointment in the study which should have outlined better use of space;

L. Peeke – commented that curriculum changes are noted by the Superintendent;

R. Phillips – questioned project and architect fees;

R. Hillman – commented on the use of solar and/or wind power in the future;

XV. Announcements

Future Meetings ~ January 27, 2009 – 7:30 pm – Business Meeting  
High School Audion

February 10, 2009 – 7:30 pm – Business Meeting  
High School Audion

XVI. Motion to Adjourn Meeting

Director Bartolet, seconded by Director Inghrim, moved to adjourn the meeting.

Vote: 9-yes, 0-no.

10:05 PM

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

\_\_\_\_\_  
President