

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, May 12, 2009 in the Campus Audion. Present were Directors Charles Bartolet, Susan Baxter, Michael Karabin, Sandra Miller, Lachlan Peeke, Ralph Puerta and Sharon Stack. Directors Inghrim and Torrella were absent. 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 matters 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*
7-present; 2-absent (Inghrim, Torrella)
- IV. Announcement of Executive Sessions –
May 12, 2009 – Personnel, Negotiations, and Legal
- V. Approval of Minutes – None
- VI. Recognition –
 - A. Wendy Wolf – Water Cat Picture for Swim Team
- VII. Presentation –
 - A. Administration Security – Andy Alicandri, TAS
- VIII. Superintendent’s Report – *Dr. Sandra Fellin, Superintendent*
 - A. Class Size
- IX. Citizens’ Comments – Agenda Items Only – *Visitors should state their name and address.*
- X. Presentation of Bills – *David Bonenberger*
 - A. General Expenditures - \$194,773.11

Director Peeke, seconded by Director Miller, moved to approve the Presentation of Bills. Vote: 7-yes (*Directors Baxter and Karabin abstained from Invoice #15325*), 0-no, 2-absent (Inghrim, Torrella)

- XI. Treasurer’s Report – *Edward Inghrim/David Bonenberger*
 - A. Condensed Board Summary Report
 - B. Middle School Activity Reports

Director Peeke, seconded by Director Miller, moved to approve the Treasurer’s Report. Vote: 7-yes, 0-no, 2-absent (Inghrim, Torrella)

XII. Motion to Approve Agenda

Director Peeke, seconded by Director Bartolet, moved to approve the agenda. Vote: 7-yes, 0-no, 2-absent (Inghrim, Torrella)

A. *Education*

A. Discussion of Athletic Dual Participation

1. Approve the second review of the following high school textbook: This textbook is tentatively in the proposed final 2009-10 budget.

Course Title – Web Page Design
Textbook Title – Adobe® Dreamweaver® CS4 – Illustrated
Text Replaces – FrontPage – Illustrated
Approximate Cost Per Book – \$29
Number of Books – 35

2. Approve the second review of the following middle school textbook: This textbook is tentatively in the proposed final 2009-10 budget.

Course Title – 8th Grade Social Studies
Textbook Title – History Alive! The United States Through
Industrialism
Text Replaces – The American Nation
Approximate Cost Per Book – \$58
Number of Books – 60

Director Peeke, seconded by Director Karabin, moved to approve Education Items 1 and 2. Vote: 7-yes, 0-no, 2-absent (Inghrim, Torrella)

B. *Personnel*

1. Approve the following 2009 Summer Learning Academy middle school teachers. Salary is per the current professional contract - \$35 per hour.

Math, Language Arts, Science – Sharon Bender
Social Studies – Jason Stern

2. Approve the first reading following job descriptions:

Food Service Coordinator, which incorporates the responsibilities of the Head Cashier position.
Draft Food Service Coordinator Job Description

Food Service Manager which incorporates ordering all food for the school cafeterias, formerly done by the Food Service Coordinator.
Draft Food Service Manager Job Description

Director Bartolet, seconded by Director Miller, moved to approve Personnel Item #2. Vote: 6-yes, 1-no (Peeke), 2-absent (Inghrim, Torrella)

3. Approve the elimination of the Head Cashier position in the Food Service Department, with all responsibilities assigned to the Food Service Coordinator position.

4. Approve the appointment of Michelle Chavar as Food Service Coordinator, with salary and benefits per the terms of the Food Service Employment Agreement, effective June 1, 2009.
(This is a replacement for Sandra Brosious who is retiring)

5. Approve the following 2008-2009 substitutes:

Herbert Toy III – Emergency
Patrick Mallon – Social Studies
Sara Heintzelman – Elementary/Special Education

6. Approve the appointment of Christopher Miller as a Substitute Custodian to be employed on a “call as needed” basis at the hourly rate of \$10.09, no benefits, effective immediately.

7. Accept the resignation of Kristen Mannon as a Middle School Instructional Assistant effective May 21, 2009.

8. Approve the following long term substitute. Salary based on the 2007-08 contract and is subject to change following approval of the new professional contract.

Alison Erk as elementary guidance counselor for the first semester of the 2009-2010. Ms. Erk’s salary will be \$39,878 (Bachelors, Step 1), which will be prorated for the number of days worked. She is replacing Patti Deutsch, who will be on sabbatical leave during this time.

9. Approve the following leave without pay:
Lisa Bowland, instructional assistant, on May 28, 2009.

Director Bartolet, seconded by Director Miller, moved to approve Personnel Items 1, 5, 6, 7, 8, and 9.

C. *Facilities*

Items/Project for Discussion and Possible Resolution

A. Administration Security

Director Miller, seconded by Director Bartolet, moved to submit the Self-Certification Application for a Non-Reimbursable Construction Project to the Pennsylvania Department of Education, division of School Facilities, for approval of the plans and specifications to provide a secured entrance at the existing vestibule of the district Administration Building.

Vote: 5-yes (Bartolet, Miller, Peeke, Stack, Puerta); 2-no (Baxter, Karabin – *because item was not moved to action agenda*)

B. Locker Replacement and Bids

1. Approve the award of bid for the High School Locker Replacement Project Bid #1, Replacement Lockers, to Robinson Steel Company, P.O.Box 71, Norristown, PA 19404 in the amount of \$99,333.00 for 1,008 lockers.
2. Approve the award of bid for the High School Locker Replacement Project Bid #2, Additional Lockers, to Robinson Steel Company, P.O.Box 71, Norristown, PA 19404 in the amount of \$13,980.00 for 1,008 lockers.

Director Miller, seconded by Director Peeke, moved to approve Locker Bid #1 and Bid #2. Vote: 3-yes, 4-no (Bartolet, Baxter, Karabin, Stack), 2-absent (Inghrim, Torrella). Motion Failed.

Director Stack, seconded by Director Peeke, moved to approve Locker Bid #1 only. Vote: 7-yes, 0-no, 2-absent (Inghrim, Torrella).

1. Approve a Lease Agreement between Patina Events LLC, 120 West 45th Street, New York, NY and the District to use the elementary and middle school campus kitchen as a production preparation area for the 2009 U.S. Women’s Open from July 2, 2009 to July 12, 2009. *(Rental Fee of \$9,775 plus reimbursement for the salary of District Food Service employees)* Lease Agreement

Director Peeke, seconded by Director Miller, moved to approve the Lease Agreement with Patina Events LLC. Vote: 7-yes, 0-no, 2-absent (Inghrim, Torrella).

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 27, 2009 Board Meeting	Adoption of 2009-2010 Preliminary Budget in the amount of \$39,583,938; Millage Rate 52.04 <i>Note: The deadline to adopt the preliminary budget was February 18, 2009</i>
April 28, 2009 Board Meeting	Adoption of 2009-2010 Proposed Final Budget <i>Note: The deadline to adopt the proposed final budget and mail certification of use of PDE-2028 to the Department of Education is no later than May 31, 2009</i>
May 19, 2009	Deadline to make 2009-2010 Proposed Final Budget available for public inspection on PDE-2028. <i>Note: The deadline to make the Proposed Final Budget available for public inspection is 20 days prior to the final budget adoption.</i>
May 29, 2009	Deadline to offer public notice of intent to adopt the 2009-2010 Final Budget <i>Note: The deadline to offer public notice of intent to adopt the final budget is 10 days prior to final budget adoption</i>
June 9, 2009 Board Meeting	Adoption of the 2009-2010 Final Budget <i>Note: The deadline to adopt the final budget is June 30, 2009.</i>

B. Discussion of 2009-2010 Budget.

Director Peeke requested to continue forecast model of budget for next meeting.

C. Discussion – Purchase of Vans
Wally Zimpfer, Supervisor of Campus Operations

Director Peeke, seconded by Director Miller, moved to approve the purchase of three (3) nine-passenger vans from Manheim Chevrolet (*two replacements and one to replace damaged van from accident*) 6-yes, 1-no (Baxter because item was not moved to action agenda), 2-absent (Inghrim, Torrella).

1. Approve a three-year rate guarantee per the attached document for Capital Blue Cross to provide administrative services to the District. Attachments

Director Peeke, seconded by Director Karabin, moved to approve Finance Item 1. Vote: 7-yes, 0-no, 2-absent (Inghrim, Torrella)

2. Approve the award of bid through the Pennsylvania Education Joint Purchasing Council to Petroleum Traders Corporation for the purchase of ultra low sulfur diesel fuel for a twelve-month period at a firm price of 1.9731 per gallon.

Director Peeke, seconded by Director Bartolet, moved to approve Finance Item 2. Vote: 7-yes, 0-no, 2-absent (Inghrim, Torrella).

E. *Community Outreach*

No report or recommendations.

1. The next meeting of the Saucon Valley Partnership is scheduled May 13, 2009 at 7 pm at Lower Saucon Township.

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.*

XV. Announcements

Future Meetings ~

May 26, 2009 – 7:30 pm – Business Meeting
High School Audion

June 9, 2009 – 7:30 pm – Business Meeting
High School Audion

XVI. Motion to Adjourn Meeting

Director Bartolet, seconded by Director Stack, moved to adjourn the meeting.
Vote: 7-yes, 0-no, 2-absent (Inghrim, Torrella) Time: 9:45PM

ATTEST: _____
Secretary President