

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, August 12, 2008 in the Campus Audion. Present were Directors Charles Bartolet, Susan Baxter, Edward Inghrim, Sandra Miller, Lachlan Peeke, Ralph Puerta, and Sharon Stack. Directors Karabin and Torrella were absent. Others 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 board 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 (Karabin, Torrella)
- IV. Announcement of Executive Session:
August 12, 2008 - Personnel, Negotiations, and Legal
- V. Approval of Minutes – July 15, 2008
Director Bartolet, seconded by Director Peeke, moved to approve the Minutes of July 15, 2008. Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella).
- VI. Recognition
- VII. Presentation
- VIII. Superintendent's Report – *Dr. Sandra Fellin, Superintendent*
- IX. Citizens' Comments – Agenda Items Only – *Visitors should state their name and address.*

Joe Delfoe commented on the Music Connections' refreshment stand.

- X. Presentation of Bills – *David Bonenberger*
 - A. General Expenditures – \$862,196.23
 - B. Health Benefits – \$258,405.01

Director Peeke, seconded by Director Miller, moved to approve the Presentation of Bills. Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella).

- XI. Treasurer's Report – *Edward Inghrim/David Bonenberger*
 - A. Budget Transfers – \$13,155.95

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

XII. Motion to Approve Agenda

Director Miller, seconded by Director Inghrim, moved to approve the agenda which includes an amendment to Education Item 2 (removed Everyday Mathematics V1 and V2 from the surplus list) and the removal of Personnel Item 20 (Recreational Swim Program Staff and Salaries). Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella).

A. *Education*

1. Approve the first reading of Policy 246 – Student Wellness. Changes are on the last page of the policy.

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

2. Declare the attached list of elementary/middle school textbooks surplus. (Everyday Mathematics V1 and V2 were removed from the surplus list)

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

3. Review the 2008-2014 Strategic Plan. (Handout)

B. *Personnel*

1. Approve the following professional appointments effective August 21, 2008. Salaries are based on the 2007-08 contract and are subject to change following approval of the 2008-09 contract.

Diana Cherrybon as 7th grade language arts teacher at a salary of \$40,425 (Bachelors, Step 2). Ms. Cherrybon is replacing Jennifer Fliszar who recently resigned. On July 12th Linda Raitt was approved to take this position. Ms. Raitt has since declined the position.

Jennifer Fliszar as elementary .4 gifted teacher at a salary of \$23,352.80 (M+12, Step 7), no benefits. Mrs. Fliszar is replacing Stephanie Laudenslager who has transferred to a full-time teaching position.

Tori Heffelfinger as middle/high school reading specialist at a salary of \$46,312 (Masters, Step 3). This is a new position.

Christina Higgins as 7th/8th grades special education teacher at a salary of \$40,425 (Bachelors, Step 2). Ms. Higgins is replacing Jennifer Palmieri who recently resigned.

2. Approve the sabbatical request from Sandra Lance, middle school physical education teacher, for the Fall 2008 due to health reasons.
3. Approve the following long-term substitutes. Salaries based on the 2007-08 contract and is subject to change following approval of the 2008-09 contract.

Linda Keller as high school special education long term substitute for the first semester of the 2008-09 school year. Ms. Keller's salary will be \$19,939 (Bachelors, Step 1). She is replacing Jessica Sloan, who will be on maternity leave.

Philip Russell as middle school physical education long term substitute for the first semester of the 2008-09 school year. Mr. Russell's salary will be \$19,939 (Bachelors, Step 1). He is replacing Sandra Lance, who will be on sabbatical leave.

4. Approve the following fall coaches for the 2008-09 school year. Salaries are based on the 2007-08 contract and are subject to change following approval of the 2008-09 contract. Head coaches were approved at the July 15th board meeting.

Football

Keith Riefenstahl - Assistant Varsity Coach - \$5,148.00

Ed Chromczak - Assistant Varsity Coach - \$5,148.00

Kris Ontranto - Assistant Varsity Coach - \$5,148.00

Phil Sams - Assistant Varsity Coach - \$4,116.00

Robert McLaughlin - Assistant Varsity Coach - \$4,116.00

Jason Stem - Middle School Head Coach - \$3,295.00

William Karp - Middle School Assistant Coach - \$2,059.00

Chris Fluck - Middle School Assistant Coach - Volunteer

Chad Michael - Middle School Assistant Coach - Volunteer

Gerry Demko - Football Equipment Manager - \$2,059.00

Boys'/Coed Middle School Soccer

Mel Moyer Jr. - Co-Assistant Varsity Coach - \$1,544.00

Carlos Coelho - Co-Assistant Varsity Coach - \$1,544.00

Kerry Kemmerer - Head Middle School Coach - \$2,745.00

Timothy Mann - Co-Assistant Middle School Coach - \$1,206.00

Matthew DeLade - Co-Assistant Middle School Coach - \$1,206.00

Field Hockey

Emily Trycinski - Assistant Varsity Coach - \$2,745.00

Joanna Lamay - Head Middle School Coach - \$2,745.00

Amber Ziemba - Assistant Middle School Coach - \$2,412.00

Cheerleading

Janelle Chunko - Assistant Varsity/JV Coach - \$1,829.00

Khaled "Carlos" Elghrby - Tumbling Coach - Volunteer

Girls' Volleyball

David Miller – Assistant Coach - \$2,745.00

Denise Filo – Assistant Coach – Volunteer

Girls' Tennis

Dr. Michael Krentz – Assistant Coach – Volunteer

Golf

Keith Dalious – Assistant Coach – Volunteer

Cross Country

John Polefka – Assistant Coach - \$2,745.00

- 5. Approve the following high school band advisors for the 2008 09 school year. Salaries are based on the 2007-08 contract and are subject to change following approval of the 2008-09 contract.

Kevin O'Connell – Pre-Band – \$1,375

Kevin O'Connell – Marching Band – \$6,505

Jenna Collins – Band Front (Flag) - \$2,528

Allison Joann Ferris – Band Front (Majorettes) - \$1,246

- 6. Approve the following extra duty for the 2008-09 school year. Salary is based on the 2007-08 contract and are subject to change following approval of the 2008-09 contract.

Extra Duty

MS AV Coordinator – Chuck Austin - \$3,649

- 7. Approve the following mentors for the 2008-09 school year. Salary is per the current professional contract which is \$500.

Inductee

Amanda Gercie

Leah Mickey

Kristen Kuchera

Stacy Heckard

Jasmine Foreman

Lauren Speicher

Michael Sakelarides

Diana Cherrybon

Jilanna Humphrey

Christina Higgins

Tori Heffelfinger

Philip Russell

Linda Keller

Mentor

Jennifer Campbell

Victoria Zuck

Cathy Sachs

Stephanie Hamman

Courtney Best

Cynthia Sterner/Melissa Janis

Ann LeMaster

Danielle Gilly

Corinne Rivero

Rachel Alderfer

Karen Krupa

Kathleen Wagner

Marty Lewis

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

8. Approve the maternity leave request of Erin Clavier, MS instructional teaching assistant. Mrs. Clavier will be on Family Medical Leave Act beginning August 25, 2008 and continue for 12 weeks. She plans to return to her position on Monday, November 17, 2008.
9. Accept following resignations:
 - Carol Graves, middle school instructional teaching assistant, effective July 31, 2008.
 - Patrice Hall, high school library assistant, effective July 11, 2008.
 - Nikki Smith, high school instructional assistant, effective August 6, 2008.
10. Approve the following instructional teaching assistants:
 - Suzanne Becker as Instructional Teaching Assistant in the Middle School at an hourly salary of \$13.49 with benefits per the terms of the Educational Support Staff Employment Agreement. Ms. Becker is replacing Carol Graves who resigned.
 - Sara Brooks as a Middle School Instructional Teaching Assistant at an hourly salary of \$13.49 with benefits per the terms of the Educational Support Staff Employment Agreement. Ms. Brooks is replacing Erin Clavier who is on a family medical leave until November 17, 2008.
 - Sheri Herman for a newly created position as a Middle School Instructional Teaching Assistant for special education students moving to the middle school, at an hourly salary of \$13.49, with benefits per the terms of the Educational Support Staff Employment Agreement.
11. Approve Colleen Bell as school psychologist on an "as needed basis" at a per diem rate of \$365 for the 2008-09 school year; but not to exceed 75 days. Consultant Agreement (Budgeted)

Director Peeke, seconded by Director Inghrim, moved to approve Personnel Item 11. Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella)

12. Approve a 3% salary increase for District employees who are not covered by an employment agreement, effective September 1, 2008. They work on a “call as needed” basis.

Substitute Instructional and Non-Instructional Assistants -
from \$9.42/hour to \$9.70/hour;

Substitute Clerical – from \$9.42/hour to \$9.70/hour;

Substitute Custodial – from \$9.80/hour to \$10.09/hour;

Substitute Food Service – from \$9.24/hour to \$9.52/hour;

Food Service LTS – from \$9.86/hour to \$10.16/hour;

Substitute Maintenance – from \$11.12/hr. to \$11.45/ hr.

Director Peeke, seconded by Director Miller, moved to approve Personnel Item 12. Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella)

13. Approve Robert Dottery, Frank Gallo, and David Haynes as Substitute Bus Drivers, to be employed on a “call as needed” basis, at an hourly rate of \$10.00 for riding and \$15.22 for driving, no benefits, effective August 25, 2008.
14. Approve Robert Dottery and Frank Gallo as a Substitute Custodian, to be employed on a “call as needed” basis, at an hourly rate of \$9.80, no benefits, effective August 25, 2008
15. Approve days off without pay for Edward Stine, Bus Driver, for October 6, 7, 8, 2008.
16. Approve the transfer of Beth Meredith, instructional teaching assistant, from elementary to middle school effective the 2008-09 school year. There is no change to her salary.
17. Approve Tracie Raven as Accounts Payable Clerk at a salary of \$16.06 per hour with benefits per the terms of the Secretarial/Clerical Employment Agreement effective September 3, 2008.

18. Congratulate the following professional employees who will receive tenure on August 23, 2008:

Joanna Lemay
 Jennifer Palmieri
 Corinne Rivero
 Scott Roberts
 Manuela Ruiz
 Jennifer Sakelarides
 Jessica Sloan
 Kathleen Wagner
 Elizabeth Weyrauch
 Victoria Zuck

Director Inghrim, seconded by Director Miller, moved to approve Personnel Item 18. Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella).

19. Approve the substitute teacher list for the 2008-09 school year. Attached

- ~~20. Approve the Recreational Swim Program staff and their salaries as listed below:~~

~~Heidi L. Weddigen-Weikert, Director, \$10.45/hour
 Michael J. Karabin, Asst. Director, \$10.45/hour *Volunteer*
 First Year Guards — Alex Wolf, Sara Pazzaglia, Zachary Oatis, and Kevin Boyd — \$7.00/hour;
 Second Year Guards — Kimberly Polizzano, Meaghan Peeke, Michael Lancaster — \$7.25/hour;
 Third Year Guards — Morgan Kelleher and Michele Zapotocki — \$7.50/hour;
 Four Year Guard — Rachael Oatis — \$7.50/hour;
 Kathleen Kelleher — \$7.45/hour; Kevin Weikert — \$7.80/hour;
 Stacy Siran — \$7.65/hour and \$10/hour as Instructor;
 Kelly Weikert — \$8.15/hour; Rachael Baxter — \$7.50/hour;
 Sarah Baxter — \$7.75/hour; Michael Karabin — \$9.25/hour *Volunteer*; Lachlan G. Peeke — \$9.25/hour; Heidi Weddigen-Weikert — \$9.45/hour; Lachlan P. Peeke — \$10.55/hour *Volunteer*; Jackie Peeke — \$10.55/hour.~~

Personnel Item 20 was removed from the agenda.

21. Approve the maternity leave request for Stephanie Laudenslager, third grade teacher, beginning August 21, 2008. She intends to use 10 sick days and then start FMLA; which will include 13 sick days and 6 personal days prior to the unpaid leave. Mrs. Laudenslager plans to return to her teaching duties on October 16, 2008.

Director Inghrim, seconded by Director Bartolet, moved to approve Personnel Items 1, 2, 3, 8, 9, 10, 16, 19, and 21. Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella)

Director Inghrim, seconded by Director Miller, moved to approve Personnel Items 4, 5, 6, 13, 14, 15, and 17. Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella).

C. *Facilities*

A. Facilities Master Plan Project/Transportation

B. Music Connection Concession Stand Attachment

Lori Marshall, David Heintzelman, Karylin Isabel, Mary Nair, and Mr. Hillegass gave information and commented on a concession stand donated by the Saucon Valley Music Connection. Discussion ensued.

Director Inghrim, seconded by Director Bartolet, moved to approve the acceptance of the donation of a concession building offered by the Saucon Valley Music Connection with the understanding that construction will be at no cost to the Saucon Valley School District and contingent upon the approval of the District Facilities Project Committee. The concession building will become the property of the school district. Vote: 7-yes, 0-no, 2-absent (Karabin, Torrella)

D. *Finance*

1. Approve an Agreement with TSA Consulting Group, Inc. 15 Yacht Club Drive NE, Ft. Walton Beach, Florida, to provide compliance administration services for the District's voluntary retirement programs under Section 403(b) of the Internal Revenue Code for a period of sixty (60) months beginning September 1, 2008. Agreement TSA Consulting Group

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

E. *Community Outreach*

1. The next meeting of the Saucon Valley Partnership is scheduled for August 13, 2008 at 7 pm at the Lower Saucon Township 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 – George Torrella
- K. New Business

XIII. Solicitor's Report

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

XV. Announcements

Future Meetings ~ August 26, 2008 – 7:30 pm – Business Meeting
High School Audion

September 9, 2008 – 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: 7-yes, 0-no, 2-absent (Karabin, Torrella).

ATTEST: _____
Secretary President