

# Saucon Valley School District Academic and Personnel Committee

February 5, 2019 – 7 pm  
District Office Conference Room

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*Welcome to the meeting of the Academic and Personnel Committee. 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.*

## Committee Agenda

- I. **Call to the Order** – *Tracy Magnotta, Committee Chair*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Tracy Magnotta, Committee Chair*
- IV. **Motion to Approve Agenda**
- V. **Approval of Minutes** – January 16, 2019
- VI. **Courtesy of the Floor to Visitors – Agenda Items Only** – *Visitors should state their name and address*
- VII. **Discussion**
  - A. English Language Development Program/Staffing
  - B. 2019-20 School Calendar
- VIII. **New Business**
- IX. **Citizen's Inquiries and Comments** – *Visitors should state their name and address.*
- X. **Announcements**

**Future Meetings~**  
February 13, 2019 – 7pm  
February 27, 2019 – 7pm
- XI. **Motion to Adjourn Meeting**

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

A meeting of the Academic and Personnel Committee was held on January 16, 2019 in the District Conference Room. Present were Academic Committee School Board members: Tracy Magnotta, Susan Baxter, Cedric Dettmar and Shamim Pakzad. Also present were Superintendent Craig Butler, and administrators/teachers Tamara Gary, Mike Hanssen, Pam Dobson, Jim Colbert, Bob Kachmar, and School Directors Mike Karabin and Sandra Miller (8:03 arrival).

Call to Order 7:11 pm

I. Discussion of Agenda Items:

- A. 2019-20 School Calendar - A draft of the calendar was discussed with several different options. Dr. Butler is going to examine the options in further detail and bring back a revised draft at the next committee meeting.
  
- B. District-wide Communications Plans – Pam Dobson and Mike Hanssen presented plans to enhance the current communication systems. The three main components of this system are the website, the all-call system and an app which would integrate with Power School. Each school has specialized information that is pertinent to their building. The new communication plan would incorporate pushing out the relevant information to the corresponding school. Blackboard has a mobile app and smart phones could be utilized to access the information. Most of the software has already been purchased. There is approximately \$4000 needed to move this project forward which is included in the budget.

The central goal of the Communications Plan is to streamline and update current district communication. The intention is to create a positive and contemporary approach to district public relations, branding, and marketing which will highlight and celebrate the people, events and accomplishments that make Saucon Valley a desired place to live, learn, and work.

II. Announcements

Future Meeting-

February 5, 2019-7pm

February 19, 2019-7pm

III. Motion to Adjourn meeting- The meeting adjourned at 8:40 pm.