

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, August 28, 2018 in the High School Audion. Present were Directors Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Linda Leewright, Tracy Magnotta, Sandra Miller, Shamim Pakzad and Mark Sivak. Linda Leewright was absent with prior notice. Also present were Craig B. Butler, Superintendent, David Bonenberger, Business Manager, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** at 7:07p.m.– *Michael Karabin, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*
8-present, 1- absent with prior notice (Leewright)
- IV. **Motion to Approve Agenda** – Director Sivak, seconded by Director Miller moved to approve the Agenda. Vote: 8-yes, 0-no, 1-absent (Leewright with prior notice)
- V. **Announcement of Executive Session** –
August 21, 2018 – Discussion on Assistant ~~to~~ the Superintendent
August 28, 2018 – Superintendent 2018-19 Goals, Grievance, Assistant Superintendent, and Special Education Litigation
- VI. **Approval of Minutes** – Director Sivak, seconded by Director Miller moved to approve the minutes of August 14, 2018. Vote: 8-yes, 0-no, 1-absent (Leewright with prior notice)
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent*
- X. **Courtesy of the Floor to Visitors – Agenda Items Only**
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$945,646.01
 - B. Cafeteria Expenditures – \$471.72
 - C. Health Benefits – \$165,782.38
 - D. Capital Projects – \$343,197.91
 1. Approve the above presentation of bills.

Director Sivak, seconded by Director Eichfeld moved to approve the Presentation of the Bills. Vote: 8-yes, 0-no, 1-absent (Leewright with prior notice)
- XII. **Treasurer’s Report** - *Mark Sivak/David Bonenberger*
 - A. Cash Investment and Bond Activity
 - B. Condensed Board Summary Report
 - C. Capital Project Finance Report
 - D. Budget Transfers – None

- E. Middle School Activity Report – None
- F. High School Activity Report – None

1. Approve the above Treasurer's Report.

Director Sivak, seconded by Director Eichfeld moved to approve the Treasurer's Report.
Vote: 8-yes, 0-no, 1-absent (Leewright with prior notice)

A. Education

No Reports or Recommendations

B. Personnel

- A. Congratulate the following professionals on receiving tenure on August 25, 2018:

Domenica Ellis	Lori Ross
Melissa Maynard	Samantha Trachtman

1. Approve the following long term substitute:
Amy Lookenbill as elementary third grade long term substitute beginning approximately November 2, 2018 and continue until approximately March 18, 2019. Base salary is \$50,882 (B, Step 1), which will be prorated for number of days worked. Ms. Lookenbill is replacing Paige Histan, who will be on maternity leave during this time
2. Approve the following doctors for the 2018-19 school year:
Dr. Kimberly DeWire – District Dentist
Dr. David Skillinge – District Doctor and Athletic Team Physician
3. Approve the following fall coach resignation:
Golf
Scott Roberts - Volunteer Assistant - Resignation effective 8/13/18 (NCAA Regulations)
4. Approve the following 2018-19 fall coaches/co-curricular:
Elementary
Emily Aragona-Young – Choral Director – \$2,239
MS Field Hockey
Kaitlin Kelley – Assist. Coach – \$1298.5
5. Approve the attached Memorandum of Understanding with the Saucon Valley Education Association regarding musical stipends for the 2018-19 school year.
6. Approve the following revised descriptions:
Part-time Secretary to the Business Office
Assistant Superintendent – Curriculum and Instruction

7. Approve the attached 2018-19 Saucon Valley Recreational Swim Membership “Hours & Fees” and “Staff List”.
8. Approve a change in the date of retirement previously approved for Roxanne Miller, part time Business Office secretary, to a date mutually agreed upon between Ms. Miller and the Business Manager.
9. Approve the transfer of the following Part Time Bus Drivers to Full Time Bus Drivers with salary and benefits per the current Saucon Valley Educational Support Professionals Contract, effective August 27, 2018:
Frank Kulla – replacing Larry Brown who retired
Mike Koehler – replacing Sherwood Stauffer who retired
Donna Schmitt – replacing Edward Michylira who retired
Barbara Dooley – replacing Melissa Gutekunst who moved to part time
10. Approve the following teacher for the Extended School Year for the summer of 2018.
Lori Ross – Elementary
11. Approve Paula Miller as an Emergency Van Driver with salary per the current Saucon Valley Educational Support Professionals Contract, effective August 27, 2018
12. Approve the following 2018-19 substitute teachers:
Samantha Kuczinski – Emergency Certified
Daniel Macarro – Social Studies
Jennifer McClarin – Emergency School Nurse

Director Sivak, seconded by Director Miller moved to approve Personnel Items #1 – 12.
Vote: 8-yes, 0-no, 1-absent (Leewright with prior notice)

C. Facilities

1. Approve the 2018-2019 Bus Routes and Bus Drivers subject to change based on enrollment.
2. Approve the attached list of obsolete materials.

Director Sivak, seconded by Director Miller moved to approve Facilities Items #1 & 2.
Vote: 8-yes, 0-no, 1-absent (Leewright with prior notice)

D. Finance

- A. 2017-18 Recreational Swim Program End of Year

No Reports or Recommendations

E. Community Outreach

The next meeting of the Saucon Valley Partnership is scheduled for September 12, 2018 at 7 pm at Lower Saucon Township.

F. Academic and Personnel Committee – Tracy Magnotta

At the last meeting they had a presentation on PSSA results.

G. Bethlehem Area Vo-Tech School – Cedric Dettmar and Bryan Eichfeld

August 30th is the ribbon cutting at the welding classroom.

H. Colonial Intermediate Unit – Sandra Miller

I. PSBA – Mark Sivak and Sandra Miller

J. Hellertown/Lower Saucon Chamber of Commerce – Tracy Magnotta

K. Saucon Valley Foundation for Educational Innovation – Tracy Magnotta

L. Northampton Community College – Susan Baxter

M. New Businessw

N. Old Business

XIII. Citizen’s Inquiries and Comments – Visitors should state their name and address.

B. Kachmar – Thanked David Bonenberger for the excellent ALICE training for the staff.

XIV. Announcements

Future Meetings ~

September 11, 2018 – 7 pm –Business Meeting – Audion

September 25, 2018 – 7 pm – Business Meeting – Audion

XV. Motion to Adjourn Meeting

Director Baxter, seconded by Director Sivak moved to adjourn the meeting.

Vote: 8-yes, 0-no, 1-absent with prior notice (Leewright)

7:21PM

ATTEST: _____

Secretary

President