

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, September 25, 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. Also present were Craig B. Butler, Superintendent, David Bonenberger, Business Manager, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** at 7:05pm – *Michael Karabin, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*
9-present, 0-absent
- IV. **Motion to Approve Agenda** - Director Sivak, seconded by Director Miller moved to approve the Agenda. Vote: 9-yes, 0-no
- V. **Announcement of Executive Session** – September 25, 2018 – Legal Settlement
- VI. **Approval of Minutes** – Director Sivak, seconded by Director Miller moved to approve the minutes of September 11, 2018. Vote: 9-yes, 0-no
- VII. **Recognition**
 - A. US News & Report Bronze Medalist – Tami Gary
- VIII. **Presentation** – None
- IX. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent* Dr. Butler reported on the progress of the District’s Comprehensive Plan. The committee is comprised of 15 to 20 members. They are looking at data, system challenges and priorities/goals.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only**
 - D. Reypneck - Asked why Saucon Valley was the only school district in the area that does not have a school resource officer.
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$420,210.84
 - B. Cafeteria Expenditures – \$20,569.71
 - C. Health Benefits – \$385,012.45
 - D. Capital Projects – \$47,996.87
 1. Approve the above presentation of bills.

Director Sivak, seconded by Director Miller moved to approve the Presentation of the Bills. Vote: 9-yes, 0-no
- 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 – August 31, 2018
- F. High School Activity Report – July 31, 2018

1. Approve the above Treasurer's Report.

Director Sivak, seconded by Director Miller moved to approve the Treasurer's Report.

Vote: 9-yes, 0-no

A. Education

1. Approve the Saucon Valley High School Music Department Adjudication Trip to Boston, MD on April 12-14, 2019. There is no cost to the district. All fundraising will be done by the Saucon Valley Band and Choir members. The trip will include one day substitute for Michael Marini and Chad Miller.
2. Approve the attached list of Surplus/Obsolete iPads & MacBooks.

Director Sivak, seconded by Director Miller moved to approve Education Items #1 & 2.

Vote: 9-yes, 0-no

B. Personnel

1. Approve the following professional appointment:
Maura Matuczinski as middle school special education teacher effective upon release from current employer. Her base salary of \$64,738 (M, Step 7), will be pro-rated for the 2018-19 school year. Mrs. Matuczinski is replacing Megan Freeman, who resigned.
2. Approve the following professional retirement effective at the end of the 2018-19 school year. (Names are listed in order received.)
Kim Young
3. Approve the resignation of Kelly Male, Accountant, her last day will be September 30, 2018.
4. Approve Martha Kelemen as Part Time Business Office Secretary, at an hourly rate of \$17.66 per hour and benefits per the current Secretarial/Clerical Compensation and Benefits Plan, effective upon completion of employment paperwork.
5. Approve the following maternity leave request:
Amber Krisukas, middle school gifted teacher, beginning approximately February 3, 2019. She plans on using 25 sick days prior to starting 12 weeks of unpaid FMLA leave, followed by an unpaid leave for the remainder of the 2018-19 school year. Mrs. Krisukas will return to her teaching duties at the beginning of the 2019-20 school year.

6. Approve the following co-curricular/extra duty appointments:
 - Middle School**
 - Kelly Lozowski – Girls on the Run co-advisor– Volunteer
 - Samantha Simcox – Girls on the Run co-advisor– Volunteer
 - High School**
 - Kerry Schultz – MiniThon co-advisor – \$292
 - Katie Roberts – MiniThon co-advisor – \$292
 - (They are replacing Matt Evancho, who resigned as MiniThon advisor)
7. Approve the high school mental health awareness club for grades 9-12 and Samantha Trachtman as volunteer advisor/coach.
8. Approve the following 2018-19 winter coaches. *(New coaches are in italicized)*
 - Girls Basketball**
 - Natalie Woodward - Head Coach - \$7,393*
 - Swimming**
 - Ahmed Amin - Head Coach - \$5,174
9. Approve the following unpaid time off:
 - Erin Reynolds, Food Service, October 18 & 19, 2018. She will be using her three personal days October 15, 16 & 17, 2018.
 - Steve Hanner, Transportation, February 22, 25 & 26, 2019. He will be using his two personal days February 20 & 21, 2019.
 - Lou Kulscher, Transportation, February 27, 28 & March 1, 2019. He will be using his two personal days February 25 & 26, 2019.
10. Approve Chanho Kim, Joel Smith and Andrew Chikotas as Lifeguards at an hourly rate of \$7.35, no benefits, “call as needed” basis, effective immediately.
11. Approve the following 2018-19 substitute teacher(s):
 - Ann Marie Greenwood – Emergency Certification
12. Approve the attached conference/travel requests.

Director Miller, seconded by Director Sivak moved to approve Personnel Items #1-12.
Vote: 9-yes, 0-no

C. Facilities

1. Approve the attached list of surplus/obsolete materials.

Director Dettmar, seconded by Director Sivak moved to approve Facilities Item #1.
Vote: 9-yes, 0-no

D. Finance

1. Approve the attached quote for purchase of surplus/obsolete iPads and MacBooks.

Director Sivak, seconded by Director Dettmar moved to approve Finance Item #1.
Vote: 9-yes, 0-no

E. Community Outreach

The next meeting of the Saucon Valley Partnership is scheduled for October 10, 2018 at 7 pm at Saucon Valley School District.

F. Academic and Personnel Committee – Tracy Magnotta

Next meeting is October 3, 2018 at 7:00pm.

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

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 Business

N. Old Business

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

XIV. Announcements

Future Meetings ~

October 9, 2018 – 7 pm –Business Meeting – Audion

October 23, 2018 – 7 pm – Business Meeting – Audion

XV. Motion to Adjourn Meeting

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

Vote: 9-yes, 0-no

7:34PM

ATTEST: _____

Secretary

President