

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, November 20, 2018 in the High School Audion. Present were Directors Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Linda Leewright, Tracy Magnotta, Sandra Miller, and Shamim Pakzad. Mark Sivak 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 7:12pm – *Michael Karabin, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*  
8-present, 1-absent (Sivak with prior notice)
- IV. **Motion to Approve Agenda** – Director Miller, seconded by Director Dettmar moved to approve the Agenda as amended with the Math Conference in Boston, MA removed.  
Vote: 8-yes, 0-no, 1-absent (Sivak with prior notice)
- V. **Announcement of Executive Session** –  
November 20, 2018 - Professional Contract Issues, Administrative Contracts, and Personnel
- VI. **Approval of Minutes** – Director Eichfeld, seconded by Director Miller moved to approve the minutes of October 23, 2018. Vote: 8-yes, 0-no, 1-absent (Sivak with prior notice)
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **Superintendent's Report** – *Dr. Craig Butler, Superintendent*  
December 5<sup>th</sup> and 6<sup>th</sup> there will be threat assessment training. Dr. Butler thanked Holly Stoczko and Kim Kemmerer with their help in preparing a report for the board.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only**
- XI. **Presentation of Bills** – *David Bonenberger*
  - A. General Expenditures – \$479,117.18
  - B. Cafeteria Expenditures – \$36,094.90
  - C. Health Benefits – \$521,569.21
  - D. Capital Projects – \$1,875.00
    1. Approve the above presentation of bills.
- XII. Director Miller, seconded by Director Dettmar move to approve the Presentation of the Bills. Vote: 8-yes, 0-no, 1-absent (Sivak with prior notice)
- XIII. **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 – \$17,900.00
  - E. Middle School Activity Report – October 31, 2018

F. High School Activity Report – October 31, 2018

1. Approve the above Treasurer's Report.

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

**A. Education**

1. Approve the attached list of Surplus/Obsolete materials.
2. Motion to approve the settlement and general release agreement involving students #12030 and #12031 and their parents.

Director Miller, seconded by Director Dettmar moved to approve Education Item #2.  
Vote: 6-yes, 2-no (Baxter and Eichfeld), 1-absent (Sivak with prior notice)

3. Approve the first review of the following textbook/ebook: (in 2018-19 budget)  
Course Title – College Mathematics (in conjunction with NCC)  
Textbook Title – Elementary Algebra, 10<sup>th</sup> edition  
Cost Per Textbook – \$171.60  
Number of Textbooks – 2  
Total Cost for Textbooks – \$343.20  
Cost Per Ebook - \$52.47  
Number of Ebooks – 12  
Total Cost for Ebooks – \$629.64  
Grand Total Cost for Textbooks/Ebooks – \$972.84
4. Accept the 2018-19 Title I, II, and IV federal grant programs in the amount of \$198,537 for Title I, \$48,285 for Title II and \$13,580 for Title IV.
5. Approve Subrecipient Letter of Agreement between Lancaster Lebanon Intermediate Unit 13 to assist in the Pennsylvania Training and Assistance Network's (PaTTAN) - An Autism College and High School Integration for Education and Vocational Excellence (AACHIEVE) project for the 2018-19 school year in the amount of \$2,000.00.

Director Miller, seconded by Director Dettmar moved to approve Education Items #1,3,4 and 5. Vote: 8-yes, 0-no, 1-absent (Sivak with prior notice)

**B. Personnel**

1. Approve the following professional retirements effective at the end of the 2018-19 school year. (Names are listed in order received.)  
Kim Young (previously approved)  
Francis Milles

2. Approve the retirement of Susan Doney, middle school cafeteria monitor. Her last day was Friday, November 2, 2018.
3. Approve the resignation of Colleen McIntyre, elementary ESL teacher. Her last day of teaching will be Friday, December 21, 2018, or earlier if a replacement is found.
4. Approve the request for a maternity leave for Julia Arena, kindergarten teacher, beginning approximately March 15, 2019. She plans on using 25 sick days prior to starting 12 weeks of unpaid FMLA leave. Ms. Arena will return to her teaching duties at the beginning of the second semester of the 2019-20 school year.
5. Approve the request for a sabbatical leave for study for Julia Arena, kindergarten teacher, for the first semester of the 2019-20 school year.
6. Approve the Memorandum of Understanding to make Jennifer Screnci, high school social studies teacher, from .5 to full-time beginning on Wednesday, October 30, 2018. Her prorated salary for the remainder of the 2018-19 school year will be \$50,391.37.
7. Approve the following part time employees:
  - Tammy Kuronya as a part time food service employee, at an hourly rate of \$17.25 with benefits per the current Food Service Compensation and Benefits Plan beginning Wednesday, November 21, 2018. Ms. Kuronya is replacing Mary Seip, who transferred to a paraprofessional position.
  - Richard Hacker as a part time school bus driver, at a starting hourly rate of \$21.02 for driving and \$10.00 for riding, with benefits per the current Education Support Professionals Contract effective immediately.
  - Natisha Jones as a cafeteria monitor/non-instructional paraprofessional at an hourly rate of \$17.49 with benefits per the current Educational Support Staff Compensation and Benefits Plan, beginning November 27, 2018. Ms. Jones is replacing Susan Doney who recently retired.
  - Eva Orellana and Tamara Humphries as part time instructional paraprofessionals, at an hourly rate of \$18.17 with benefits per the current Educational Support Staff Compensation and Benefits Plan, effective upon completion of employment paperwork.
8. Approve the following unpaid time off for Steven Hanner, Transportation, on February 22, 25 and 26, 2019. He will be using his two personnel days on February 20 and 21, 2019
9. Approve the following 2018-19 Elementary After School Homework Club advisors. Homework club will begin on November 27, 2018 and run until May 23, 2019. Salary is \$40 per hour for ½ hour per day. Not to exceed a total of \$5,258 (Budgeted)

Julie Bechtold	Krystina Kubeika
Kelly Calabrese	Joanna Lemay (organizer)
Linda Castner	Leah Mickey
Vivian Demko	Elizabeth Ravier
Jose Figueroa	Erin Ruyak
Amanda Hicks	David Young

10. Approve the following middle co-curricular/extra duty positions for the 2018-19 school year:  
Inclusion Club Advisors - Volunteer  
Meredith Lesney  
Maura Matuczinski  
Fran Marsilio
11. Approve the following 2018-19 winter coaches. *(New coaches are in italized)*  
Girls Basketball  
*Kathy Davidowich - Assistant Coach - \$5,174*  
MS Boys Basketball  
Michael Kiak - Assistant Coach - \$2,597
12. Approve the administrative restructuring as follows. This restructuring begins on Monday, December 3, 2018, until to be determined.  
James Deegan – Interim Principal 5-8
13. Approve following secretarial transfers. Both positions are AA4 so there is no change in salary. This transfer is beginning on Monday, December 10, 2018.  
Kathy Florindi **from** Special Education Secretary **to** Middle School Principal's Secretary.  
Kate Kucher **from** Middle School Principal's Secretary **to** Special Education Secretary
14. Approve Deborah Kelahan as a substitute secretary at an hourly rate of \$9.99, no benefits, on a call as needed basis, effective immediately.
15. Approve Renee Corrigan as the Business Office Accountant, at a yearly salary of \$55,000, prorated and benefits per the current Act 93 Compensation and Benefits Plan, effective upon completion of employment paperwork.
16. Approve the resignation of Candice Charlton-Bjorheim, elementary paraprofessional; her last day will be Tuesday, December 4, 2018.
17. Approve the following 2018-19 substitute teachers:  
Tricia Andree – Emergency School Nurse  
Kenneth Bogle - Mathematics  
MaryLou DePaul – Emergency Certified  
Ann Drescher – Emergency Certified

Matthew Ehritz – Social Studies  
 Isabel McPeak – Elementary  
 Samantha Olewnik – Emergency Certified  
 Donald Soltysiak – Emergency Certified  
 Laurissa Vautaw – Emergency Certified

18. Approve the Joint Services Agreement between SVSD and Kristin Nelson-Peck for teaching Aqua Zumba classes.
19. Approve the attached conference/travel requests. Item #2 pulled.

Director Miller, seconded by Director Cedric moved to approve Personnel Items #1 – 19.  
 Vote: 8-yes, 0-no, 1-absent (Sivak with prior notice)

### **C. Facilities**

1. Motion to accept and approve the vendor(s) for fuel oil for the 2019-2020 school year as to be recommended by the Northampton/ Monroe /Pike County Joint Purchasing Board and to be approved by the Colonial Intermediate Unit 20 Board of Directors at the December, 2018 regularly scheduled meeting.
2. Approval to put out for bid: Two (2) 9 passenger school vans and Two (2) 48 passenger and One (1) 24 passenger Transit style school busses.

Director Baxter would like a report on the bus replacement cycle.

3. Approve the contract for service with D'Huy engineering with regard to the proposed Auditorium Renovation project, pending review and approval of solicitor.

Director Miller, seconded by Director Dettmar moved to approve Facilities Items #1 – 3.  
 Vote: 8-yes, 0-no, 1-absent (Sivak with prior notice)

### **D. Finance**

1. Approve the commitment of \$9,180,801 by the Board of Directors from the fund balance of the General Fund of which \$4,529,013 is for PSERS, post-retirement costs per GASB 45 in the amount of \$2,440,000; \$ 211,788 reserve for health care benefits, and Capital Improvements/Replacement in the amount of \$ 2,000,000 retroactive to June 30, 2018.
2. Approve of Bayada Contract to provide nurse substitutes for field trips during the 2018-19 school year.

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

**E. Community Outreach**

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

**F. Academic and Personnel Committee – Tracy Magnotta**

**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**

Light up Night is on Friday, November 23<sup>rd</sup> at Dimmick Park. The event is sponsored by local businesses.

**K. Saucon Valley Foundation for Educational Innovation – Tracy Magnotta**

**L. Northampton Community College – Susan Baxter**

- 1. Approve the candidate for the Northampton Community College Board of Trustees, with a term of July 1, 2018-June 30, 2024.

Attachment

Mr. Ronald L. Angle, Bangor Area School District

Director Eichfeld, seconded by Director Pakzad moved to approve Northampton Community College Item #1. Vote: 8-yes, 0-no, 1-absent (Sivak with prior notice)

**M. New Business – Matthew Wagner had sent an email to Director Karabin asking about having a student representative on the school board.**

**N. Old Business**

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

**XV. Announcements**

**Future Meetings ~**

December 4, 2018 – 7 pm – Reorganizational Meeting – Audion

December 4, 2018 – Business Meeting immediately following Reorganizational Meeting – Audion

**XVI. Motion to Adjourn Meeting**

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

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

7:55pm

ATTEST: \_\_\_\_\_

Secretary

\_\_\_\_\_

President