

The Annual Reorganization Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, December 4, 2018 in the High School Audion. Present were Directors Susan Baxter, Cedric Dettmar, Michael Karabin, Linda Leewright, Shamim Pakzad and Mark Sivak. Bryan Eichfeld, Tracy Magnotta and Sandra Miller were absent with prior notice. Also present was Craig Butler, Superintendent, David Bonenberger, Board Secretary, and Mark Fitzgerald, District Solicitor.

I. **Call to Order** at 7:11pm – *(David Bonenberger, Board Secretary)*

II. **Pledge of Allegiance**

III. **Notice of the Organization Meeting** – Mark Fitzgerald, District Solicitor

IV. **Comments of the Public** - None

V. **Nominations for and Election of a Temporary President**

Director Pakzad nominated Director Karabin as temporary President. Director Baxter seconded the nomination. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

VI. **Nominations for a President**

Director Leewright nominated Director Susan Baxter to serve as Board President for a one-year term ending December, 2019. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

VII. **Nominations for a Vice President**

Director Dettmar nominated Director Shamim Pakzad to serve as Board Vice President for a one-year term ending December, 2019. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

VIII. **Election of Board Representatives**

Bethlehem Area Vocational Technical School – Three Year Terms

Bryan Eichfeld and Cedric Dettmar are serving a three year term to November, 2019.

PSBA Legislative Representatives

Director Karabin nominated Sandra Miller and Mark Sivak to serve as PSBA Legislative Representatives for a one-year term to December, 2019. Vote: 6-yes, 1-no, 3-absent (Eichfeld, Magnotta, Miller)

Sandra Miller and Mark Sivak are the PSBA Legislative Representatives for a one-year term ending December, 2019.

Colonial Northampton Intermediate Unit #20 – Three Year Term

Sandra Miller is serving a 3-year term from 7/1/18 to 6/30/21

Saucon Valley Partnership Representatives (COG)

Director Karabin nominated Mark Sivak and Linda Leewright to serve as District Representatives for the Saucon Valley Partnership for a one-year term to December, 2019. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

Mark Sivak and Linda Leewright are the Board Representatives to the Saucon Valley Partnership for a one-year term ending December, 2019.

Chamber of Commerce Representative

Director Pakzad nominated Tracy Magnotta to serve as District Representative for the Chamber of Commerce for a one-year term to December, 2019. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

Tracy Magnotta is the Board Representative to the Chamber of Commerce for a one-year term ending December, 2019.

Saucon Valley Foundation for Educational Innovation Representative

Director Pakzad nominated Tracy Magnotta to serve as District Representative for the SVFEI for a one-year term to December, 2019. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

Tracy Magnotta is the Board Representative to the SVFEI for a one-year term ending December, 2019.

Northampton Community College - Board of Trustees

Susan Baxter is serving a 3-year term from 7/1/17 to 6/30/20

TCC Delegates

Director Pakzad nominated Mark Sivak with David Bonenberger and Gina DiNino as alternates to serve as TCC Delegates. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

Mark Sivak is the Board Representative to the TCC with David Bonenberger and Gina DiNino as the alternates for a one-year term ending December, 2019.

IX. Approval of Time and Place of School Board Meetings

The Board of School Directors of the Saucon Valley School District will meet at 7 pm in the Audion located on the District Campus, 2097 Polk Valley Road, Hellertown, on the second and fourth Tuesdays of each month. All meetings will be held for the purpose of conducting business.

Tuesday, January 8, 2019

Tuesday, January 22, 2019

Tuesday, February 12, 2019

Tuesday, February 26, 2019

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| Tuesday, March 12, 2019 | Tuesday, March 26, 2019 |
| Tuesday, April 9, 2019 | Tuesday, April 23, 2019 |
| Tuesday, May 14, 2019 | Tuesday, May 28, 2019 |
| Tuesday, June 11, 2019 | Tuesday, June 25, 2019 |
| Tuesday, July 23, 2019 | Tuesday, August 13, 2019 |
| Tuesday, August 27, 2019 | Tuesday, September 10, 2019 |
| Tuesday, September 24, 2019 | Tuesday, October 8, 2019 |
| Tuesday, October 22, 2019 | Tuesday, November 12, 2019 |
| Tuesday, December 3, 2019 – Reorganization Meeting | |

Director Dettmar, seconded by Director Sivak moved to approve the time and place for the school board meetings. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

X. Authorization of the Use of the Signature Stamp until a New One is Received

The President requests a motion to authorize the use of the existing signature stamp until a new one is prepared reflecting the Board's new officers.

Director Dettmar, seconded by Director Sivak moved to authorize the use of the Signature Stamp until a new one is received. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

XI. Comments from the Board - None

XII. Comments from the Superintendent – Dr. Butler congratulated Directors Baxter and Pakzad on their election to office.

XII. Comments from the Public - None

XIV. Adjourn Meeting

Director Karabin, seconded by Director Sivak moved to adjourn the Reorganization Meeting.

Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller)

7:20PM

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, December 4, 2018 in the High School Audion. Present were Directors Susan Baxter, Cedric Dettmar, Michael Karabin, Linda Leewright, Shamim Pakzad and Mark Sivak. Bryan Eichfeld, Tracy Magnotta and Sandra Miller were absent with prior notice. Also present was Craig B. Butler, Superintendent, David Bonenberger, Board Secretary, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** - 7:20pm – *Susan Baxter, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*
6-present 3-absent (Eichfeld, Magnotta, Miller with prior notice)
- IV. **Motion to Approve Agenda** – Director Sivak, seconded by Director Dettmar move to approve the Agenda with the additions of Education Item #2 – Bus Monitor Contract and Personnel Item #6 – Long Term Substitute, Personnel Item #1 – Wording of motion has been revised per District Solicitor.
Vote: 6-yes, 0-no 3-absent (Eichfeld, Magnotta, Miller with prior notice)
- V. **Announcement of Executive Session** –
December 4, 2018 – For the purpose of Assistant Superintendent Candidate and Administrative Stipends
- VI. **Approval of Minutes** – Director Sivak, seconded by Director Dettmar moved to approve the minutes of November 20, 2018. Vote: 6-yes, 0-no 3-absent (Eichfeld, Magnotta, Miller with prior notice)
- VII. **Recognition** – None
- VIII. **Presentation**
 - A. High School Student Representative Report – Ferris Abu-Ghosh
- IX. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent*
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** - None
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$414,893.98
 - B. Cafeteria Expenditures – \$12,981.65
 - C. Health Benefits – \$318,448.97
 - D. Capital Projects – None
 1. Approve the above presentation of bills.

Director Sivak, seconded by Director Karabin moved to approve the Presentation of the Bills. Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller with prior notice)

XII. Treasurer's Report - Mark Sivak/David Bonenberger

- A. Cash Investment and Bond Activity - None
- B. Condensed Board Summary Report - None
- C. Capital Project Finance Report - None
- D. Budget Transfers – \$ 3,559.50
- E. Middle School Activity Report – None
- F. High School Activity Report – None

1. Approve the above Treasurer's Report.

Director Sivak, seconded by Director Karabin moved to approve the Treasurer's Report.
Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller with prior notice)

A. Education

- A. Discussion of Comprehensive Plan – Mission, Vision, and Beliefs
 1. Approve the following 2017-18 and 2018-19 mini grants sponsored by the Saucon Valley Foundation for Educational Innovations:
Descriptions are attached.
2017-18
2018-19 Global Read Aloud (\$150)
Adventure/High Ropes (2,500)

2018-19
CPR & AED Training Equipment (\$2,037.58)
Dr. Javier Avila Speaker – Inclusion Committee (\$1,000)
World Music – Nino Classroom Cajun (432.95)
2019-20 Global Read Aloud (\$455)

Director Sivak, seconded by Director Karabin moved to approve Education Item #1.
Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller with prior notice)

2. Approve the contract with A New Direction- What's Next? to provide services for a bus monitor for student #101955.

Director Sivak, seconded by Director Dettmar moved to approve Education Item #2.
Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller with prior notice)

B. Personnel

1. Approve the election of Dr. Kristine Rosenberger as the District's Assistant Superintendent for a 3 year term beginning on or about January 2, 2019 and approve the contract for employment for a 3 year term beginning on or about January 2, 2019 for a 3 year period with the inclusion of Dr. Rosenberger's ability to transfer 10 sick days from her previous employer. Her base salary will be \$120,000.00.

Director Sivak, seconded by Director Dettmar moved to approve Personnel Item #1.
Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller with prior notice)

2. Approve Michael Sakelarides as interim assistant principal beginning December 5, 2018 and continue for the remainder of the 2018-19 school year.
3. Approve the following maternity leave request:
Stacey Palmer, middle school language arts teacher, beginning approximately March 18, 2019. She plans on using 15 sick days and five personal days in addition to 12 weeks of unpaid FMLA leave. Mrs. Palmer will return to her teaching duties on at the beginning of the 2019-20 school year.
4. Approve the memorandum of understanding for Kathleen Golden, middle school physical education teacher.
5. Approve the attached conference/travel requests.
6. Upon approval of Michael Sakelarides as interim assistant principal, approve the following long term substitute:

Isabel McPeak as third grad long term substitute beginning December 5, 2018 and continue for the remainder of the 2018-19 school year. Base salary is \$50,882 (B, Step 1), which will be prorated for number of days worked. Ms. McPeak is replacing Michael Sakelarides, who will be interim assistant principal during this time.

Director Sivak, seconded by Director Karabin moved to approve Personnel Items #2-6.
Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller with prior notice)

C. Facilities

No Reports or Recommendations

D. Finance

No Reports or Recommendations

E. Community Outreach

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

No Reports or Recommendations

- 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**
- K. Saucon Valley Foundation for Educational Innovation – Tracy Magnotta**
- L. Northampton Community College – Susan Baxter**
Next meeting is December 6, 2018.
- M. New Business**
- N. Old Business -** Director Pakzad asked for an update on the paraprofessional situation.

XIII. Citizen’s Inquiries and Comments – None

XIV. Announcements

Future Meetings ~

- January 8, 2019 – 7 pm –Business Meeting – Audion
- January 22, 2019 – 7 pm –Business Meeting – Audion

XV. Motion to Adjourn Meeting

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

Vote: 6-yes, 0-no, 3-absent (Eichfeld, Magnotta, Miller with prior notice)

7:55pm

ATTEST: _____

Secretary

President