

Saucon Valley School District
Regular Meeting of the Board of Education
March 24, 2020 – 7 pm
High School Audion

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Welcome to the meeting of the Saucon Valley School Board. 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.

Notice to Public - *This is to notify all in attendance at the Saucon Valley School Board meeting that the district is video and audio taping the meeting and the meeting will be posted for public viewing according to district policy.*

Agenda

6:20 pm – Executive Session for the purpose of personnel.

- I. **Call to the Order** – *Dr. Shamim Pakzad, President, presiding*
- II. **Recording of Attendance** – *David Bonenberger, Secretary*
- III. **Motion to Approve Agenda**
- IV. **Announcement of Executive Session** – *March 24, 2020*
- V. **Approval of Minutes** – March 10, 2020
- VI. **Recognition** – *None*
- VII. **Presentation** – *None*
- VIII. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent*
- IX. **Courtesy of the Floor to Visitors – Agenda Items Only** – *Visitors should state their name and address.*

X. Presentation of Bills – David Bonenberger

- A. General Expenditures – \$479,452.82
- B. Cafeteria Expenditures – None
- C. Health Benefits – \$499,084.07
- D. Capital Projects – None

Recommendations for Approval

Presentation of Bills

- 1. Approve the above presentation of bills.

Recommendation: To approve all motions and recommendations as listed above in Presentation of Bills.

XI. Treasurer’s Report – Cedric Dettmar/David Bonenberger

- A. Cash Investment and Bond Activity – None
- B. Condensed Board Summary Report – None
- C. Capital Project Finance Report – None
- D. Budget Transfers – \$351.00
- E. Middle School Activity Report – None
- F. High School Activity Report – None

Recommendations for Approval

Treasurer’s Report

- 1. Approve the above Treasurer’s Report.

Recommendation: To approve all motions and recommendations as listed above in Treasurer’s Report.

AGENDA ITEMS

A. Education

Items/Projects for Discussion

None

No Reports of Recommendations

Recommendation: No recommendations.

B. Personnel

Items/Projects for Discussion

None

Recommendations for Approval

Department Chair/Co-Curricular

- 1. Approve the following department chair/co-curricular for the remainder of the 2019-20 school year. Salaries will be prorated for the remainder of the 2019-20 school year.

High School Department Chairs

Chad Miller – Related Arts – Replacing Amber Sams (maternity leave)

High School Co-Curricular

Eric Focht - National Honor Society – Jess Cummings (maternity leave)

Recommendation: To approve all motions and recommendations as listed above in Personnel.

C. Facilities

Items/Projects for Discussion

None

No Reports of Recommendations

Recommendation: No recommendations.

D. Finance

2020-2021 Budget Timeline for the 2019-2020 School Year

May 31, 2020 - *District Deadline* to adopt the 2020-2021 proposed final budget and upload the signed Certification of Use of PDE-2028 into the Consolidated Financial Reporting System application.

June 10, 2020 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2020-2021 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2020 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2020-2021 final budget.

Items/Projects for Discussion

- A. Finance Committee Meeting Summary from March 11, 2020

Recommendations for Approval

Emergency COVID-19 Resolution

- 1. Approve the attached resolution regarding Emergency COVID-19 as presented to the Board.

2020-21 IU Budget

- 2. Approve the Colonial Intermediate Unit #20 General Operating Budget for the fiscal year July 1, 2020 to June 30, 2021 in the total amount of \$3,663,820.00. Saucon Valley’s portion is \$23,129.91, a 1% increase from 2019-2020.

Recommendation: To approve all motions and recommendations as listed above in Finance.

- E. Community Outreach – SV Partnership – Michael Karabin and Shawn Welch**
- F. Bethlehem Area Vo-Tech School – Cedric Dettmar and Bryan Eichfeld**
(Meetings are the first Tuesday of every month)
- G. Colonial Intermediate Unit – Sandra Miller**
(Meetings are the fourth Wednesday of every month)
- H. PSBA – Sandra Miller**
- I. Hellertown/Lower Saucon Chamber of Commerce – Michael Karabin**
- J. Saucon Valley Foundation for Educational Innovation – Tracy Magnotta**
- K. Northampton Community College – Susan Baxter**
(Meetings are the first Thursday of every month)
- L. New Business**
- M. Old Business**

XII. Citizens’ Inquiries and Comments – Visitors should state their name and address.

XIII. Announcements

Future Meetings ~

- April 14, 2020 – 7 pm –Business Meeting – Audion
- April 27, 2020 – 7 pm –Business Meeting – Audion (This meeting is on Monday due to the Presidential Primaries on Tuesday)
- May 12, 2020 – 7 pm –Business Meeting – Audion

XIV. 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 Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, March 10, 2020 in the High School Audion. Present were Directors Edward Andres, Susan Baxter, Cedric Dettmar, Bryan Eichfeld, Michael Karabin, Tracy Magnotta, Dr. Shamim Pakzad and Sandra Miller. Also present were Dr. Craig B. Butler, Superintendent, David Bonenberger, Board Secretary, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** – 7:05 pm - *Dr. Shamim Pakzad, President, presiding*
- II. **Recording of Attendance** – *David Bonenberger, Secretary*
9-present, 0-absent
- III. **Motion to Approve Agenda** – Director Miller, seconded by Director Dettmar moved to approve the Agenda. Vote:9-yes, 0-no
- IV. **Announcement of Executive Session** – March 10, 2020
- V. **Approval of Minutes** – Director Eichfeld, seconded by Director Miller moved to approve the minutes of February 25, 2020. Vote:9-yes, 0-no
- VI. **Recognition** – None
- VII. **Presentation** –
 - A. High School Student Representative Report
 - B. Kajeets Presentation – Michael Hanssen
 - C. Discipline Procedures for Identified Students – Jaime Vlasaty
- VIII. **Superintendent’s Report** – *Dr. Craig Butler, Superintendent* Dr. Butler gave an update on the District’s effort on combating COVID-19.
- IX. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- X. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$404,301.05
 - B. Cafeteria Expenditures – \$21,634.91
 - C. Health Benefits – None
 - D. Capital Projects – None
 1. Approve the above presentation of bills.

Director Dettmar, seconded by Director Eichfeld moved to approve the Presentation of Bills. Vote: 9-yes, 0-no
- XI. **Treasurer’s Report** – *Cedric Dettmar/David Bonenberger*
 - A. Cash Investment and Bond Activity – None
 - B. Condensed Board Summary Report – None
 - C. Capital Project Finance Report – None
 - D. Budget Transfers – \$22,630.00
 - E. Middle School Activity Report – None
 - F. High School Activity Report – None

1. Approve the above Treasurer's Report.

Director Dettmar, seconded by Director Andes moved to approve the Treasurer's Report. Vote: 9-yes, 0-no

A. Education

1. Approve the recommendation of the Saucon Valley School Board to expel student #10559 from February 25, 2020 through January 22, 2021.

Director Miller, seconded by Director Welch moved to approve Education Item #1. Vote: 9-yes, 0-no

B. Personnel

1. Approve the maternity leave extension request of Jessica Cummings, high school biology teacher. She was originally returning on March 16, 2020. She will now return on May 5, 2020 which will run concurrently with FMLA.
2. Approve the following Family and Medical Leave:
Andrew Romano, elementary special education teacher, beginning March 2, 2020 and continue until the end the 2019-20 school year. He plans on using 65.5 sick days and five personal days, which will run concurrently with 12 weeks of unpaid FMLA leave
3. Approve the following long term substitute:
Janine Bonham as high school biology long term substitute beginning February 25, 2020 and continue until approximately May 4 ,2020. Base salary is \$52,382 (B, Step 1), which will be prorated for number of days worked. Ms. Bonham is replacing Jessica Cummings, who will be on maternity leave during this time.
4. Approve the following unpaid time off:
Margaret Miller, food service, on March 27, 30 & 31, 2020. She will be taking her two personal days on March 26 and April 1, 2020.
Donna Schmitt, bus driver, on April 8, 2020. She will be using her two personal day on April 6 and 7, 2020.
5. Approve Amanda Davis as a part time paraprofessional in the elementary school at an hourly rate of \$18.72 and benefits per the current Educational Support Staff Compensation & Benefits Plan, effective when employment requirements are completed. Ms. Davis is replacing Kristin Novak, who resigned.

- 6. Approve the following mentors for the 2019-2020 school year. Salary is per the current professional agreement, which will be prorated for the remainder of the year.

<u>Mentor</u>	<u>Inductee</u>
Katie Roberts	Victoria Travor
Meredith Lesney	Helaine Young
Kimberly Mertz	Janine Bonham

- 7. Approve the following producer/director for the 2020 Saucon Valley Fine Art’s elementary school musical of *Frozen Kids*:

Emily Aragona-Young – director - \$2,150
 Chad Miller – producer - \$2,150

- 8. Approve the following 2019-20 substitute teacher(s):
 Louis Gombocz, Jr. – Emergency Certified

Director Miller, seconded by Director Dettmar moved to approve Personnel Items #1-8.
 Vote: 9-yes, 0-no

- 9. Approve the attached conference/travel requests

Director Miller, seconded by Director Dettmar moved to approve Personnel Item #9.
 Vote: 9-yes, 0-no

C. Facilities

No Reports of Recommendations

D. Finance

2020-2021 Budget Timeline for the 2019-2020 School Year

May 31, 2020 - *District Deadline* to adopt the 2020-2021 proposed final budget and upload the signed Certification of Use of PDE-2028 into the Consolidated Financial Reporting System application.

June 10, 2020 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2020-2021 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2020 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2020-2021 final budget.

- A. Finance Committee Meeting Summary from February 26, 2020

No Reports of Recommendations

E. Community Outreach – SV Partnership – Michael Karabin and Shawn Welch

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

G. Colonial Intermediate Unit – Sandra Miller

H. PSBA – Sandra Miller

I. Hellertown/Lower Saucon Chamber of Commerce – Michael Karabin

J. Saucon Valley Foundation for Educational Innovation – Tracy Magnotta
Embassy Bank has donated \$10,000 to the Foundation. April 3rd is the Murder/Mystery fundraiser at the Steel Club.

K. Northampton Community College – Susan Baxter

1. Director Pakzad nominated Susan Baxter as the SVSD representative to the NCC Board of Trustees, Director Miller seconded the motion. Vote: 9-yes, 0-no

L. New Business

M. Old Business

XII. Citizens’ Inquiries and Comments –

J. Schmell – Discussed bullying and the need for an SRO at Saucon Valley.

A. McFetridge – Discussed the need for an SRO at Saucon Valley.

G. Trexler – Talked about a student threat, he also asked why the bullying task force meetings are during the day when most parents work.

S. Young – Commented on the need for an SRO.

XIII. Announcements

Future Meetings ~

March 24, 2020 – 7 pm –Business Meeting – Audion

April 14, 2020 – 7 pm –Business Meeting – Audion

April 27, 2020 – 7 pm –Business Meeting – Audion

XIV. Motion to Adjourn Meeting

Director Dettmar, seconded by Director Welch moved to adjourn the meeting.

Vote: 9-yes, 0-no

8:20pm

ATTEST: _____

Secretary President

Fund Accounting Check Summary

PLGIT GENERAL - From 03/06/2020 To 03/20/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00054606	PA PRINCIPALS ASSOCIATION	DUES & FEES.....		595.00
00054607	PENNSYLVANIA STATE UNIVERSITY	DUES & FEES.....		500.00
00054608	PENNSYLVANIA MUSIC EDUCATORS-PMEA	DUES & FEES.....		255.00
00054609	KEYSTONE COLLECTIONS GROUP	BERKHEIMER GARN W/H.....		36.02
00054610	PSMLV, INC.	REPAIRS & MAINT SVCS.....		315.00
00054611	ANDREUCCI, THERESA	PROF ED EMP TRN & DVLP.....	TRAVEL.....	272.81
00054612	21ST CENTURY CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		7,541.64
00054613	A NEW DIRECTION - WHATS NEXT	OTHER PROFESSIONAL SVC.....		2,100.00
00054614	ABA SUPPORT SERVICES, LLC	OTHER PROFESSIONAL SVC.....		15,226.67
00054615	ADIDAS WRESTLING USA	UNIFORMS.....		2,781.49
00054616	AFLAC	AFLAC W/H.....		165.30
00054617	AGORA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		3,829.68
00054618	AHOLD FINANCIAL SERVICES	GENERAL SUPPLIES.....		454.44
00054619	ALBARELL ELECTRIC, INC	REPAIRS & MAINT SVCS.....		1,465.00
00054620	AMAZON	GENERAL SUPPLIES.....		2,297.71
00054621	AMERICAN RED CROSS	DUES & FEES.....		180.00
00054622	AMERICAN TIME	GENERAL SUPPLIES.....		186.49
00054623	ANYTHING BUT COSTUMES INC.	GENERAL SUPPLIES.....		694.99
00054624	Achievement House Cyber Charter School	TUITION TO PA CHARTER.....		7,541.62
00054625	BEHAVIORIAL HEALTH ASSOCIATES	PROF ED SRV OTHR ED AG.....		3,916.25
00054626	BERKELEY INDUSTRIAL	GENERAL SUPPLIES.....		262.70
00054627	BAVTS	TUITION TO AREA VO-TECH.....		15,361.00
00054628	BRIGHTBILL BODY WORKS	GENERAL SUPPLIES.....		120.11
00054629	BUXMONT ACADEMY	TUITION TO NON-PUBLIC.....		5,261.04
00054630	Brianna M Keeney	TUITION REIMBURSEMENT.....		1,695.00
00054631	C.E. ROTH FORMAL WEAR	OTHER PROFESSIONAL SVC.....		225.00
00054632	CARBON-LEHIGH I.U. #21	PRO- ED SVCS - IUS.....		90.00
00054633	CAROLINA BIOLOGICAL SUPPLY COMPANY	GENERAL SUPPLIES.....		146.97
00054634	CARON STUDENT ASSISTANCE	PROF ED EMP TRN & DVLP.....		295.00
00054635	CENTER STAGE LIGHTING & RIGGING, INC.	GENERAL SUPPLIES.....		4,241.25
00054636	CHRIN HAULING, INC	DISPOSAL SERVICES.....		1,967.84
00054637	CHRISTMAS CITY PRINTING	GENERAL SUPPLIES.....		125.00

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 03/06/2020 To 03/20/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	CO.INC			
00054638	CHRISTMAS CITY STUDIO	GENERAL SUPPLIES.....		180.00
00054639	CINTAS CORPORATION-#101	LAUNDRY/LINEN/DRY CLEAN.....		45.00
00054640	CIRCLE OF SEASONS CHARTER SCHOOL	TUITION TO PA CHARTER.....		7,600.49
00054641	COLONIAL INTERMEDIATE UNIT #20	PRO- ED SVCS - IUS.....		100,444.85
00054642	COMMONWEALTH CHARTER ACADEMY	TUITION TO PA CHARTER.....		13,944.03
00054643	COMMUNICATION SYSTEMS, INC.	REPAIRS & MAINT SVCS.....		164.83
00054644	CONSTELLATION ENERGY GAS SERVICES, LLC	NATURAL GAS.....		8,136.78
00054645	COOPER ELECTRIC SUPPLY CO.	GENERAL SUPPLIES.....		504.09
00054646	COSTUME WORLD THEATRICAL	RENTAL OF EQUIPMENT.....		4,012.00
00054647	CRYSTAL SPRINGS	GENERAL SUPPLIES.....		161.87
00054648	DANIEL C. KIRIPOSKI, INC.	RENTAL OF EQUIPMENT.....		744.75
00054649	DAVISON, JENNIFER	TUITION REIMBURSEMENT.....		1,362.00
00054650	DEEGAN, JANET	MISC EXPENDITURES.....		250.00
00054651	DELTA-T GROUP, INC.	OTHER PROFESSIONAL SVC.....		1,829.74
00054652	EASTON ARTS ACADEMY ELEMENTARY CHARTER SCHOOL	TUITION TO PA CHARTER.....		2,513.88
00054653	EDUCATIONAL CONSORTIUM FOR	OTHER PROFESSIONAL SVC.....		1,507.55
00054654	EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL	TUITION TO PA CHARTER.....		5,027.74
00054655	FIBERDYNE LABS, INC.	GENERAL SUPPLIES.....		170.56
00054656	FOX ROTHSCHILD, LLP	OTHER PROFESSIONAL SVC.....		8,780.73
00054657	FRIDAY, JESSICA	STUDENT SNACKS.....		118.15
00054658	GENERAL HEALTHCARE RESOURCES, LLC	OTHER PROFESSIONAL SVC.....		4,263.00
00054659	GENERAL SUPPLY CORP.	GENERAL SUPPLIES.....		155.00
00054660	GRAINGER	GENERAL SUPPLIES.....		451.68
00054661	HILLYARD - DELAWARE VALLEY	GENERAL SUPPLIES.....		164.42
00054662	HIRAM SINIFT III	REPAIRS & MAINT SVCS.....		375.00
00054663	HOME DEPOT CREDIT SERVICES	GENERAL SUPPLIES.....		711.33
00054664	HYDRA-NUMATIC SALES CO.	REPAIRS & MAINT SVCS.....		223.00
00054665	INSIGHT PA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		1,256.94
00054666	ISTE - INT'L SOCIETY FOR TECHNOLOGY IN EDUCATION	DUES & FEES.....		115.00

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 03/06/2020 To 03/20/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00054667	JENNINGS TRANSPORTATION CORP.	CONTRACTED CARRIERS.....		7,650.00
00054668	JOHNSTONE SUPPLY	GENERAL SUPPLIES.....		337.84
00054669	KEYSTONE COLLECTIONS GROUP	BERKHEIMER GARN W/H.....		116.03
00054670	KIDSPEACE CORP	TUITION TO NON-PUBLIC.....		240.00
00054671	LEHIGH LEARNING ACADEMY	TUITION TO NON-PUBLIC.....		487.00
00054672	LEHIGH VALLEY ACADEMY CHARTER SCHOOL	TUITION TO PA CHARTER.....		44,404.64
00054673	LEHIGH VALLEY DUAL LANGUAGE CHARTER SCHOOL	TUITION TO PA CHARTER.....		2,513.87
00054674	LINCOLN LEADERSHIP ACADEMY CHARTER SCHOOL	TUITION TO PA CHARTER.....		3,770.81
00054675	LITERACY RESOURCES, LLC.	BOOKS AND PERIODICALS.....		513.54
00054676	LOWE AND MOYER GARAGE, INC.	GENERAL SUPPLIES.....		4,945.21
00054677	LOWE'S	GENERAL SUPPLIES.....		344.84
00054678	LOWER SAUCON TOWNSHIP	DUES & FEES.....		1,000.00
00054679	LYNN CHEDDAR	MEALS / REFRESHMENTS.....		40.64
00054680	Lehigh Valley Paladin, LLC	OTHER PROFESSIONAL SVC.....		4,750.00
00054681	MAIN LINE COMMERCIAL POOLS INC	GENERAL SUPPLIES.....		3,291.28
00054682	MICROBAC LABORATORIES, INC.	REPAIRS & MAINT SVCS.....		178.35
00054683	MUSIC & ARTS	REPAIRS & MAINT SVCS.....		488.50
00054684	NAPA AUTO PARTS-HELLERTOWN	GENERAL SUPPLIES.....		218.46
00054685	NORTHAMPTON COMMUNITY COLLEGE	TUITION TO COMM COLLEGE.....		23,074.67
00054686	NORTHEAST JANITORIAL SUPPLY	GENERAL SUPPLIES.....		1,736.09
00054687	O.R.E. RENTAL EQUIPMENT	RENTAL OF EQUIPMENT.....		1,175.00
00054688	PAPCO	GASOLINE.....		5,817.49
00054689	PENNSYLVANIA DISTANCE LEARNING CHARTER SCHOOL	TUITION TO PA CHARTER.....		3,888.54
00054690	PPL ELECTRIC UTILITIES	ELECTRICITY.....		15,238.62
00054691	PRAXAIR DISTRIBUTION, INC.	GENERAL SUPPLIES.....		115.61
00054692	PRINTFORCE, INC.	PRINTING & BINDING.....		652.84
00054693	PSERS	RETIREMENT CONTRIB.....		330.35
00054694	PFM FINANCIAL ADVISORS LLC	OTHER PROFESSIONAL SVC.....		6,000.00
00054695	QUAKER CITY PAPER	GENERAL SUPPLIES.....		2,781.99
00054696	REACH CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		6,284.68
00054697	ROHRER BUS SALES INC.	GENERAL SUPPLIES.....		802.51
00054698	ROSS BODY & FRAME WORKS INC.	REPAIRS & MAINT SVCS.....		300.00

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 03/06/2020 To 03/20/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00054699	Roberts Oxygen Co., Inc	GENERAL SUPPLIES.....		103.33
00054700	SAUCON SOURCE LLC	ADVERTISING.....		120.00
00054701	SAUCON VALLEY CAFETERIA	MEALS / REFRESHMENTS.....	STUDENT SNACKS.....	378.86
00054702	SAUCON VALLEY SPORTING GOODS	GENERAL SUPPLIES.....		90.00
00054703	SCOTT GUIDOS	TUITION REIMBURSEMENT.....		1,695.00
00054704	SERVICE ELECTRIC CO.	COMMUNICATIONS.....		1,144.99
00054705	SEVEN GENERATIONS CHARTER SCHOOL	TUITION TO PA CHARTER.....		6,343.55
00054706	ST. LUKE'S HOSPITAL	D & A SCREENING.....	OTHER PROFESSIONAL SVC.....	625.00
00054707	STONEBACK, JEANETTE	MISC EXPENDITURES.....		500.00
00054708	STOTZ & FATZINGER OFF.SUPPLY	GENERAL SUPPLIES.....		603.16
00054709	SUN LIFE ASSURANCE COMPANY OF CANADA	ASSURANT VOL LIFE W/H.....		1,215.90
00054710	SUPERIOR AUTO SERVICE CO. INC.	REPAIRS & MAINT SVCS.....		41.40
00054711	Saucon True Value	GENERAL SUPPLIES.....		1,665.02
00054712	TALLEY PETROLEUM ENT, INC.	DIESEL FUEL.....		14,691.92
00054713	TELEMEDICINE MANAGEMENT, INC.	GROUP INSURANCE.....		1,520.00
00054714	THE CAMPHILL SCHOOL, INC.	TUITION TO NON-PUBLIC.....		10,080.10
00054715	THE PENNSYLVANIA CYBER CHARTER SCHOOL	TUITION TO PA CHARTER.....		26,748.83
00054716	TRANE U.S., INC.	GENERAL SUPPLIES.....		410.10
00054717	UGI SOUTH	NATURAL GAS.....		11,018.07
00054718	ULINE	GENERAL SUPPLIES.....		107.22
00054719	UNITED ELECTRIC SUPPLY CO., INC.	GENERAL SUPPLIES.....		85.00
00054720	UNIVERSITY OF OREGON	EDUC SOFT & LIC.....		395.00
00054721	US Food Service	GENERAL SUPPLIES.....		196.94
00054722	WISS, JANNEY, ELSTNER ASSOCIATES, INC.	REPAIRS & MAINT SVCS.....		1,578.45
00054723	XEROX CORP.	RENTAL OF EQUIPMENT.....		9,227.63
00054724	XEROX CORP.	GENERAL SUPPLIES.....		17.52
10-GENERAL FUND				479,452.82
Grand Total Manual Checks :				0.00
Grand Total Regular Checks :				479,452.82

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Summary

PLGIT GENERAL - From 03/06/2020 To 03/20/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
		Grand Total Direct Deposits:		0.00
		Grand Total Credit Card Payments:		0.00
		Grand Total All Checks :		479,452.82

- Payables within Check * Denotes Non-Negotiable Transaction
 P - Prenote d - Direct Deposit c - Credit Card Payment

Fund Accounting Check Summary

PLGIT HEALTH BENEFIT - From 02/25/2020 To 03/19/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00000332	CM REGENT, LLC - SUN LIFE	GROUP INSURANCE.....		3,406.34
00000333	CM REGENT, LLC - SUN LIFE	GROUP INSURANCE.....		5,980.22
*M3039274	DELTA DENTAL	WEEKLY CLAIMS.....		57,444.97
*W3034645	DELTA DENTAL	WEEKLY CLAIMS.....		5,204.00
*W3034649	DELTA DENTAL	ADMIN FEES.....		1,417.08
*W3037013	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		57,444.97
*W3039272	SYNCHRONY RX	RX CLAIMS 2/16 - 2/29.....		41,140.45
*W3039274	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		0.00
*W3039275	DELTA DENTAL	WEEKLY CLAIMS.....		3,615.00
*W3039280	SYNCHRONY RX	ADMIN FEES.....		1,535.80
*W3042828	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		127,902.17
*W3043978	DELTA DENTAL	WEEKLY CLAIMS.....		3,674.00
*W3046122	CAPITAL BLUE CROSS	WEEKLY CLAIMS.....		122,571.59
*W3047271	DELTA DENTAL	WEEKLY CLAIMS.....		6,013.00
*W3048478	SYNCHRONY RX	RX CLAIMS 3/1-3/15.....		59,557.37
*W3048487	VISION BENEFITS OF AMERICA	FEBRUARY CLAIMS.....		2,177.11

10-GENERAL FUND 499,084.07

Grand Total Manual Checks :	489,697.51
Grand Total Regular Checks :	9,386.56
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	499,084.07

* Denotes Non-Negotiable Transaction

- Payables within Check P - Prenote d - Direct Deposit C - Credit Card Payment

SAUCON VALLEY SCHOOL DISTRICT

BUSINESS OFFICE

BUDGETARY TRANSFER FORM
2019-2020

Date: 03-24-2020

		TRANSFER AMOUNT		ACCOUNT TITLE	REASON FOR TRANSFER	NO.
ACCOUNT #		IN	OUT			
1	TO	10-3200-635-000-30-000-124-000-0000	351.00		MEALS & REFRESH - FINE ARTS	BALANCE ACCOUNT
	FROM	10-2360-890-000-00-000-000-000-0000		351.00	MISCELLANEOUS	TRANSFER OF FUNDS

Total Transfer: \$ 351.00

Finance Committee

The Finance Committee of the Saucon Valley School Board met on March 11, 2020 in the District Office Conference room at 5:00pm.

The following items were on the Finance Committee agenda:

- Presentation of the 2020-2021 District Curriculum Budget by Dr. Rosenberger
- Presentation of the 2020-2021 SVSDBudget by David Bonenberger.

The committee recommended to bring the 2020-2021 SVSD Budget to the Board for discussion.

Saucon Valley School District

Resolution of the Board of School Directors

WHEREAS, on March 6, 2020, Governor Wolf issued a Proclamation of Disaster Emergency, a copy of which is attached hereto as Exhibit “A” (“the Proclamation”) due to COVID-19; and

WHEREAS, the Proclamation included the following provision:

I hereby authorize the Secretary of the Pennsylvania Department of Education, in his sole discretion, to suspend or waive any provision of law or regulation, which the Pennsylvania Department of Education is authorized by law to administer or enforce, for such length of time as may be necessary to respond to this emergency.

and;

WHEREAS, on March 13, 2020, the Governor issued an order closing schools, saying:

We understand that these are trying times and recognize the impact of the coronavirus on our students and communities. First and foremost, my top priority as governor – and that of our education leaders – must be to ensure the health and safety of our students and school communities. As such, I am ordering that all schools in the commonwealth close for the next two weeks. Be aware that no school district will be penalized if it fails to meet the 180 day or school hours requirements. The Department of Education will work with intermediate units and other stakeholders to support school districts with any continuity of learning plans they may be pursuing. Also, the Pennsylvania Department of Education announced today that it received a waiver from the U.S. Department of Agriculture to allow eligible schools to serve meals to low income students in a non-congregate setting, such as a drive-through or grab and go, during this closure. We will also work with schools to assist them with those plans. We appreciate your collaboration as we work together to deal with this difficult issue.

<https://www.governor.pa.gov/newsroom/governor-wolf-announces-closure-of-pennsylvania-schools/>; and

WHEREAS, state and federal authorities are issuing updated information, orders, guidance, and other statements daily; and

WHEREAS, it is anticipated that the School District may have to take action that ordinarily can only be authorized by the Board of School Directors; and

WHEREAS, the law allows for flexibility in operations of government institutions and agencies in times of emergency; and

NOW, THEREFORE, *be it resolved*, that:

1. The Administration, in direct discussion and consultation with the Board President and Vice President, shall have all power and authority necessary to ensure that the School District acts under this Resolution.
2. The Board authorizes the payment of non-essential support and confidential staff at their regular rate of pay for the time period of March 16 through March 29, 2020 only, in compliance with any applicable laws.
3. The Saucon Valley School District Superintendent is authorized to designate essential staff members to work during the aforementioned school closure to ensure continuing Saucon Valley School District operations, subject to the following conditions: (a) any further orders from the Governor limiting or precluding the use of essential personnel; (b) CDC recommended precautions shall be taken to protect the health and safety of essential staff members working in school facilities to limit potential COVID-19 exposure; (c) working from home should be required of personnel when practicable to reduce the need for essential staff members in “at risk” medical categories to leave their homes; (d) essential staff members shall be paid in accordance with all applicable laws, board policies and/or compensation plans involving the impacted employees.
4. The Saucon Valley School District Superintendent is authorized to begin discussions with Saucon Valley Education Association (SVEA) about the possible implementation of a continuum of options involving virtual education program for Saucon Valley School District students, if the school closures due to the COVID-19 pandemic were to continue beyond March 29, 2020. The Saucon Valley School District Superintendent is authorized to allow teaching staff to begin work on such a program options, if deemed appropriate, and such teachers shall be compensated in compliance with any applicable collective bargaining agreement and/or any memoranda of understanding that may be developed to effectuate the implementation of the virtual education program options that may be appropriate.
5. The Saucon Valley School District Superintendent is authorized to take necessary and appropriate actions regarding personnel matters, subject to final ratification by the Saucon Valley School Board at its next public meeting. Such actions include authorizing the Superintendent of Schools to furlough and/or demote hourly/support staff employees for a lack of work. Similarly, in the event work is reestablished and schools are re-opened, the Superintendent is authorized to recall all impacted employees. Any such actions shall be reported to the Saucon Valley School Board promptly, and the Superintendent is authorized to proceed with such actions subject to ratification by the Board at a public meeting in compliance with the Sunshine Act. Such action will allow the impacted employees to file for Unemployment Compensation due to a Lack of Work.
6. The Business Administrator shall make such payments as may be required by law and/ or contract or that are in the reasonable discretion of the Business Administrator to be in the best interests of the School District to make even if not previously approved by the School Board;

provided, however, that the payments are otherwise legal, within the budget of the School District and reported to the School Board for ratification at the first available public meeting;

7. The Superintendent shall keep the School Board advised of the actions being taken in accordance with the powers granted in this Resolution and shall ensure that such actions are included in the agenda of the next regular school board meeting for ratification by the School Board.

8. Nothing in this motion is intended to conflict with any binding emergency declaration provision made by the Governor of the Commonwealth of Pennsylvania or the President of the United States concerning the COVID-19 pandemic.

DULY ADOPTED by the Board of the School District this _____ day of March, 2020.

SIGNED:

School Board President

Board Secretary