

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, August 22, 2023, in the High School Audion. Present were Directors Susan Baxter, John Conte, Cedric Dettmar, Bryan Eichfeld, Michael Karabin-online, Tracy Magnotta-online, Dr. Shamim Pakzad, and Shawn Welch. Dr. Laurel Erickson-Parsons was absent. Also present were Judith Riegel, Board Secretary, Mark Fitzgerald, District Solicitor, and Jaime Vlasaty, Superintendent.

- I. **Call to the Order** – 7:14 pm - Susan Baxter, *President, presiding*
  - II. **Pledge of Allegiance**
  - III. **Recording of Attendance** – *Judith Riegel, Secretary*  
7-present, 2-absent (Erickson-Parsons and Karabin)
  - IV. **Motion to Approve Agenda** – Director Conte, seconded by Director Welch moved to approve the Agenda. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)
  - V. **Announcement of Executive Session** – Contracts, Agreements, and Personnel
  - VI. **Approval of Minutes** – Director Welch, seconded by Director Conte moved to approve the minutes of August 8, 2023. Vote: 7-yes, 0-no, 2-absent (Erickson-Parsons & Karabin)
  - VII. **Recognition** – None
  - VIII. **Presentation** – None
  - IX. **Superintendent's Report** – *Jaime Vlasaty, Superintendent* - Superintendent Vlasaty showed the Welcome to the 2023 – 2024 school year video.
- Director Karabin signed in online.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** –
    - A. Greenwood – commented on dedicated substitutes and day-to-day substitutes
    - S. Wittenberg – commented on substitutes not being able to work in a building in which they have a child.
  - XI. **Presentation of Bills** – *David Bonenberger*
    - A. General Expenditures – \$844,169.19
    - B. Cafeteria Expenditures – \$440.00
    - C. Health Benefits – \$ 280,081.49
    - D. Capital Projects – None

1. Approve the above presentation of bills.

Director Dettmar, seconded by Director Conte moved to approve the Presentation of the Bills. Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

**XII. Treasurer's Report – Cedric Dettmar/David Bonenberger**

- A. Cash Investment and Bond Activity
- B. Condensed Board Summary Report
- C. Capital Project Finance Report - None
- D. Budget Transfers - None
- E. Middle School Activity Report – May 31, 2023
- F. High School Activity Report - None

1. Approve the above Treasurer's Report

Director Dettmar, seconded by Director Welch moved to approve the Treasurer's Report.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

**XIII. AGENDA ITEMS****A. Education**

- A. Curriculum Instruction – Pam Dobson
- B. Unified Sports – Jillian Brodhead

1. Approve the first reading of the following policies:

202 – Eligibility of Non-Resident Students

202 AR – Admission of Nonresident Students Living with a District Resident

Director Pakzad, seconded by Director Dettmar moved to approve Education Item #1.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

2. Approve the graduation of Mark Macaravitz, who has completed all requirements to graduate and receive a diploma from Saucon Valley School District.

Director Eichfeld, seconded by Director Welch moved to approve Education Item #2.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

**B. Personnel**

1. Approve Allison Mercovich as a full-time AA5 Administrative Assistant at \$20.66/hour and benefits per the current Administrative Assistants Compensation & Benefits Plan, effective August 21, 2023.

Director Conte, seconded by Director Welch moved to approve Personnel Item #1.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

2. Approve a modification to the Compensation and Benefits Plans approved on September 13, 2022, for the Act 93 and Administrative Assistants, groups so as to provide for up to an additional .5% added to the compensation pools for the respective groups.

Director Pakzad, seconded by Director Dettmar moved to approve Personnel Item #2.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

3. Approve the following instructional paraprofessional resignations:

Marguerite Whitely, effective August 8, 2023.

Jessica Burnes, effective August 15, 2023.

4. Approve the transfer of the following individuals from Part-time to Full-Time Transportation employees effective the beginning of the 2023-2024 school year:

John Rosado

Steve Williams

5. Approve the following individuals as Part-Time Transportation employees, with salary and benefits per the current Educational Support Professionals contract, effective the beginning of the 2023-2024 school year. Pending completion of employment paperwork.

Robert Casper

Gordan Frack

6. Approve the transfer of Keri Guttman from Full-Time to Part-Time Transportation employee, effective the beginning of the 2023-2024 school year.

Director Dettmar, seconded by Director Welch moved to approve Personnel Items #3-6.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

7. Approve the following dedicated day-to-day substitutes for the 2023-24 school year working four days of a five-day school/work week where needed in assigned school buildings effective August 23, 2023. Their salary will be \$175 per day, with no benefits:

Paige Borger

Tyler Marino

Sydney Derr

Lynne Maynard

Lorraine Grosset

Kali Steingall

David Houck

Hannah Florendo

Director Welch, seconded by Director Conte moved to approve Personnel Item #7.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

8. Approve the following list of substitute teachers for the 2023-2024 school year:

Basara, Lisa	Lookenbill, Amy
Buckstein, Lauren	Lutz, Susan
Faroun, Natalie	Miller, Kelly
Garrity, Cathy	Pasternak, Robert
Kelahan, Deborah	Wechtler, Michael
Lande, Russell	Yanega, Sarah

Director Welch, seconded by Director Conte moved to approve Personnel Item #8.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

9. Approve the following co-curricular positions for the 2023-2024 school year.

Chad Miller – Vocal Music - \$4,400  
 Chad Miller - Sound & Lighting - \$3,400  
 Chad Miller – K-12 Music Department Chair - \$2,500  
 Jason Stern – Weight Room Supervisor - \$2,600  
 Kimberly Mertz – HS Science Department Chair - \$2,500

10. Approve the attached rates for athletic worker positions.

11. Approve the following athletic workers for the 2023-24 school year.

Albert, Diane	Nolf, Gail
Bohnhorst, Nancy	Omdahl, Mary Kathryn
Chisesi, James	Petrucelli, Jennie
Garafalo, Thomas	Petrucelli, Kevin
Jones, Natisha	Reilly, Jeanne
Kade, Rachel	Stoy, Mary Sue
Kipp, Henry	Stuempfle, David
Kipp, Mary	Torrella, Lorraine
Leibensperger, Cathy	Torres, Greta
Montagna, Kristi	Williams, Richard

12. Approve the following mentors for the 2023-2024 school year. Salary is per the current professional agreement, which may be prorated if not a full year of mentorship.

<b><u>Mentor</u></b>	<b><u>Inductee</u></b>
Kelly Wehr	Francesca Lesisko
Maura Matuczinski	Jennifer Domchek

Director Welch, seconded by Director Conte moved to approve Personnel Items 9 – 12.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

13. Approve the attached conference/travel request(s).

Director Dettmar, seconded by Director Eichfeld moved to approve Personnel Items 9-12.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

### **C. Facilities**

1. Approve the 2023-2024 bus routes and bus drivers subject to change based on enrollment.

Director Conte, seconded by Director Dettmar moved to approve Facilities Item #1.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

2. Approve the acceptance of a donation by the Saucon Valley Football Club.

Director Eichfeld, seconded by Director Dettmar moved to approve Facilities Item #2.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

### **D. Finance**

#### **A. Finance Committee Meeting Summary – 8/16/2023**

1. Approve the agreement with Lehigh Valley Health Network upon review and approval of the solicitor.

Director Welch, seconded by Director Conte moved to approve Finance Item #1.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

2. Approve the contract with Saints Logistics and Critical Response Protection Group, LLC for security services for the 2023-2024 school year.

Director Welch, seconded by Director Dettmar moved to approve Finance Item #2.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

3. Approve the contract with Stepping Stones for services for the 2023-2024 school year.

4. Approve the MOU with Unified Sports for the Spring of 2024.

5. Approve the contract for ParentSquare for the 2023-2024 school year with the funds coming from the Title II Grant.

Director Welch, seconded by Director Dettmar moved to approve Finance Items #3-5.

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

### **E. Community Updates**

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte*
- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*

### **F. Northampton Community College** – *Susan Baxter*

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

**H. Colonial Intermediate Unit – *Dr. Shamim Pakzad***

**I. New Business –** Director Pakzad Asked about the time line for transitioning to the new website platform.

**J. Old Business –** None

**K. Citizens' Inquiries and Comments –** None

**L. Announcements**

**Future Meetings ~** September 12, 2023  
September 26, 2023

**M. Motion to Adjourn Meeting**

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

Vote: 8-yes, 0-no, 1-absent (Erickson-Parsons)

8:48 PM

ATTEST \_\_\_\_\_  
Secretary President