

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, December 12, 2023, in the High School Audion. Present were Directors William Broun, Donald Carpenter, John Conte, Vivian Demko, Cedric Dettmar, Dr. Laurel Erickson-Parsons, Tracy Magnotta-online, Dr. Shamim Pakzad, and Jay Santos. Also present were Judith Riegel, Board Secretary, Mark Fitzgerald, District Solicitor, and Jaime Vlasaty, Superintendent.

- I. **Call to the Order** – 7:08 p.m. - *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Secretary*
8-present, 1-absent (Carpenter)
- IV. **Motion to Approve Agenda** – Director Conte, seconded by Director Dettmar, moved to approve the agenda. Vote: 8-yes, 0-no, 1-absent (Carpenter)
- V. **Announcement of Executive Session** - Personnel
- VI. **Approval of Minutes** – Director Conte, seconded by Director Dettmar, moved to approve the minutes of November 28, 2023 and December 5, 2023. Vote: 8-yes, 0-no, 1-absent (Carpenter)
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **Superintendent's Report** – *Jaime Vlasaty, Superintendent*
Superintendent Vlasaty reported about the recent Winter Wonderland event at the District on December 8th & 9th. She also reported that as of December 15th, Parent Square is ready to be implemented. Superintendent Vlasaty recognized James Gill, a S.V. High School Junior, for developing new software for Beeper Cloud, a universal Chat app.

Director Carpenter arrived at 7:15 p.m.

- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$1,988,088.09
 - B. Cafeteria Expenditures – \$51,891.83
 - C. Health Benefits – \$ 141,047.95
 - 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:9-yes, 0-no

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

- A. Cash Investment and Bond Activity
- B. Condensed Board Summary Report
- C. Budget Transfers – None
- D. Middle School Activity Report – June-October 2023
- E. High School Activity Report – July-October 2023

1. Approve the above Treasurer's Report.

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

XIII. AGENDA ITEMS**A. Education**

- A. Academic & Personnel Committee Meeting Summary – 12/6/2023
- B. K-12 Curriculum Process Overview- Ms. Pamela Dobson

1. Approve the Competitive Cheerleading Team's participation in the National High School Cheerleading Championship on February 8-13 in Orlando, FL. The cost of the trip will be funded by fundraising and individual students.

Director Dettmar, seconded by Director Erickson-Parsons, moved to approve Education Item #1. Vote: 9-yes, 0-no

B. Personnel

1. Approve a maternity leave beginning approximately January 3, 2024, for Paige Histan, elementary school teacher. She plans on returning to her teaching duties on May 1, 2024.

Director Erickson-Parsons, seconded by Director Dettmar, moved to approve Personnel Item #1. Vote: 9-yes, 0-no

2. Motion to approve the resolution and statement of charges for Jennifer Stinner.

Director Conte, seconded by Director Erickson-Parsons, moved to approve Personnel Item #2. Vote: 9-yes, 0-no

C. Facilities

1. Approve the attached list of Surplus/Obsolete Items.

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

D. Finance**2023-2024 Budget Timeline for the 2024-2025 School Year**

January 4, 2024 (110 days prior to primary election) - *District Deadline* to have 2024- 2025 Proposed Preliminary Budget available for public inspection or adopt a Resolution not to raise the rate of any tax by more than its index.

January 9, 2024 (5 days after Resolution adoption) – *District Deadline* to submit adopted Resolution and proposed tax rate increases to the Department of Education.

January 14, 2024 (10 days prior to Preliminary Budget adoption deadline) – *District Deadline* to give public notice of intent to adopt the 2024-2025 Preliminary Budget unless a Resolution was adopted indicating that it will not raise the rate of any tax by more than its index.

January 24, 2024 (90 days prior to primary election) – *District Deadline* to adopt the 2024-2025 Preliminary Budget unless a Resolution was adopted.

January 29, 2024 (85 days prior to primary election) – *District Deadline* to submit the 2024-2025 preliminary Budget containing proposed tax rate increases to the Department of Education.

May 31, 2024 - *District Deadline* to adopt the 2024-2025 proposed final budget and upload the signed Certification of Use of PDE-2028 into the Consolidated Financial Reporting System application.

June 10, 2024 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2024-2025 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2024 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2024-2025 final budget.

1. Approve Resolution 2024-25, which states that the Saucon Valley School District will not increase any school district tax for the 2024-25 school year at a rate that exceeds the Index published by the Department of Education and the Pennsylvania Bulletin.

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

2. Approve the agreement with TheatreWorld Backdrops for the rental of backdrops for the Elementary School, grades 3-5, Production of Frozen Kids in the amount of \$1,351.01.

Director Dettmar, seconded by Director Erickson-Parsons, moved to approve Finance Item #2. Vote: 9-yes, 0-no

3. Approve the restructuring of the Middle School JV/Varsity Athletic Program.

Director Erickson-Parsons, seconded by Director Dettmar, moved to approve Finance Item #3. Vote: 9-yes, 0-no

4. Approve the contract with Posh DJ for DJ services at the SVHS Prom on May 3, 2024.

Director Erickson-Parsons, seconded by Director Dettmar, moved to approve Finance Item #4. Vote: 9-yes, 0-no

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 – *Vivian Demko and Cedric Dettmar*

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

I. New Business – Discussion of Committee Meetings

J. Old Business

XIV. Citizens' Inquiries and Comments – None

XV. Announcements

Future Meetings ~

January 9, 2024 – 7 pm – Business Meeting – High School Audion

January 23, 2024 – 7 pm – Business Meeting – High School Audion

XVI. Motion to Adjourn Meeting

Director Conte, seconded by Director Erickson-Parsons moved to adjourn.

Vote: 9-yes, 0-no

8:26 p.m.

ATTEST _____

Secretary

President