

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, January 9, 2024, in the High School Auditorium. Present were Directors William Broun, Donald Carpenter, John Conte, Vivian Demko, Cedric Dettmar, Dr. Laurel Erickson-Parsons-online, 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, Board Secretary  
9-present, 0-absent
- IV. **Motion to Approve Agenda** – Director Conte, seconded by Director Dettmar, moved to approve the agenda. Vote: 9-yes, 0-no
- V. **Announcement of Executive Session** - Personnel
- VI. **Approval of Minutes** – Director Dettmar, seconded by Director Conte, moved to approve the minutes of December 12, 2023. Vote: 9-yes, 0-no
- VII. **Recognition** – None
- VIII. **Presentation** – None
- IX. **Superintendent's Report** – *Jaime Vlasaty, Superintendent* – No Report
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XI. **Presentation of Bills** – *David Bonenberger*
  - A. General Expenditures – \$1,029,872.36
  - B. Cafeteria Expenditures – \$31,706.35
  - C. Health Benefits – None
  - D. Capital Projects – None
  1. Approve the above Presentation of Bills.

Director Dettmar, seconded by Director Carpenter, 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 – None
  - E. High School Activity Report – November 30, 2023

1. Approve the above Treasurer's Report.

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

### **XIII. AGENDA ITEMS**

#### **A. Education**

1. Approve the second & final reading of the following policies:

Policy 006 – Local Board Procedures

Policy 216.1 – Supplemental Discipline Records

Policy 251 – Students Experiencing Homelessness, Foster Care,  
and Other Educational Instability

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

2. Approve the 2024-2025 High School Program of Studies.

Director Dettmar, seconded by Director Conte, moved to approve Education Item #2.  
Vote: 9-yes, 0-no

#### **B. Personnel**

1. Approve Dianna Shotwell as the Elementary School Nurse at a salary of Bachelor's, Step 8, \$66,819.00, with benefits per the current Saucon Valley Education Association contract, pending completion of employment paperwork and release from current employment.

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

2. Approve the transfer of Lisa Klotz from Part Time Bus Driver to Full Time Driver, with benefits per the current S.V. Educational Support Professionals contract, effective January 5, 2024.
3. Approve James Chisesi as a Part-Time Non-Instructional Paraprofessional at an hourly rate of \$19.78, per the Educational Support Staff Compensation & Benefits Plan, effective upon completion of employment paperwork.
4. Approve Sherrie Fye-Kelly and Karen Buss as part-time food service workers at an hourly rate of \$15.00, per the Food Service Compensation and Benefits Plan, effective upon completion of employment paperwork.

5. Approve John Davis as a middle school gifted teacher for the second semester of the 2023-2024 school year. The base salary is \$57,182.00, prorated. Effective January 17, 2024, with completion of employment paperwork.
6. Approve Zachary Petiet as the Boys Lacrosse Head Coach for the 2023-2024 Spring athletic season at a stipend of \$5,226.00, effective upon completion of employment paperwork.
7. Approve Drew Earley and Blaise McGonagle as substitute custodians at an hourly rate of \$18.00, no benefits, effective upon completion of employment paperwork.
8. Approve a maternity leave for Julie Bechtold, Elementary School Teacher, beginning approximately March 11, 2024; she will be returning at the beginning of the 2024-2025 school year. She will use 5 sick days, and the remaining time will be unpaid, which will run concurrently with FMLA.
9. Approve the following Marching Band Instructors for the 2023-2024 school year:  
Stephen Roman – Front Ensemble Instructor - \$1,400.00  
Frank DiSimoni – Drill Instructor - \$2,200.00
10. Approve Ken Zimmerman as the Marching Band Drill Writer/Consultant for the 2023-2024 school year with a stipend of \$2,000.00.
11. Approve the following list of substitute teachers for the 2023-2024 school year:

Robert Stine	Ravi Sajjani
Francine Bianco Tax	Sharron Caminos
12. Approve Arianna Schnalzer for unpaid FMLA medical leave from December 3, 2023 to December 22, 2023.
13. Approve Suzanne Becker for unpaid medical leave from December 18, 2023 - January 15, 2024.
14. Approve the following theatre stipends for the grade 3-5 and 6-8 Theater Productions:  
Kendra Schessler \$7,500.00  
Calista Cavanaugh \$3,500.00  
Emanuel Fantauzzi Quinones \$800.00

15. Approve the following individuals & stipends for the High School production of Oklahoma:  
Lex Donatelli – Director - \$6,100.00  
Kendra Schessler – Asst. Director - \$1,773.00  
Kendra Schessler – Choreographer - \$1,500.00  
Jonathan Girtton - Set Designer - \$2,000.00  
Vicki Marie Van Hise - Vocal Director - Volunteer
16. Approve the resignations of:  
Tyler Marino, Dedicated Substitute, effective October 2, 2023.  
Jay Zingley, Dedicated Substitute, effective December 20, 2023.
17. Approve the resignation of Brian Israel, Instructional Paraprofessional; his last day was January 2, 2024.

Director Demko, seconded by Director Dettmar, moved to approve Personnel Items #2-17.  
Vote: 9-yes, 0-no

### C. Facilities

#### A. Facilities Committee Summary – 12/13/2023

No Agenda Items for Approval

### D. Finance

#### 2023-2024 Budget Timeline for the 2024-2025 School Year

**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 IDEA - Part B Use of Funds Agreement with Colonial Intermediate Unit 20 for 7/1/23 – 9/30/24.

2. Approve the attached agreement with Concord Theatricals for the Licensing and Script Fees for “Rodgers & Hammerstein’s Oklahoma” in the amount of \$5,753.37.
3. Approve the attached PowerSchool Quote for Special Programs Digital Signature License and Subscription Fees of \$ 2,181.60 from March 21, 2024 – March 20, 2025.
4. Motion to accept and approve the vendor(s) for fuel purchases for the 2024-2025 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 February 2024 regularly scheduled meeting.
5. Approve the federal standard business mileage rate from 65.5 cents per mile to 67 cents per mile beginning January 1, 2024, in accordance with the S. V. Education Association Professional Contract and the Administrative Employment Agreement.
6. Approve the Agreement with Marching Monk for music arrangement and performance license for the 2024 Saucon Valley High School Marching Band Show in the amount of \$2,250.00.

Director Dettmar, seconded by Director Carpenter, moved to approve Finance Items #1-

6. 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. Bethlehem Area Vo-Tech School** – *Vivian Demko & Cedric Dettmar*

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

**H. New Business**

**I. Old Business**

**XIV. Citizens’ Inquiries and Comments** – None

**XV. Announcements**

**Future Meetings ~**

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

February 13, 2024 – 7 pm – Business Meeting – High School Audion

**XVI. Motion to Adjourn Meeting**

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

Vote: 9-yes, 0-no

7:40 PM

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