

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, September 13, 2016 in the High School Audion. Present were Directors Susan Baxter, Jack Dowling, Bryan Eichfeld, Edward Inghrim, Michael Karabin, Linda Leewright, Sandra Miller, Ralph Puerta and Mark Sivak. Also present was Monica McHale-Small, Superintendent, David Bonenberger, Board Secretary, and Mark Fitzgerald, District Solicitor.

- I. **Call to the Order** at 7:07 – *Michael Karabin, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *9-present, 0-absent*
- IV. **Motion to Approve Agenda** – Director Miller, seconded by Director Sivak moved to approve the Agenda. Vote: 9-yes, 0-no
- V. **Announcement of Executive Session** - September 13, 2016 - Executive session was held earlier this evening to discuss personnel issues on this evening's agenda and to discuss contractual issues involving district administrators.
- VI. **Approval of Minutes** – Director Miller, seconded by Director Sivak moved to approve the minutes of August 23, 2016. Vote: 9-yes, 0-no
- VII. **Recognition**
- VIII. **Presentation**
- IX. **Superintendent's Report** – *Dr. Monica McHale-Small, Superintendent*
 - A. 2015-16 PSSA Update
- X. **Courtesy of the Floor to Visitors – Agenda Items Only**
 - E.Luftig – He commented that caution is too soft, he feels it is a concern to be below or at standards on the PSSA's.
 - V.Oskin – Is concerned that some of the students that did not perform well on the PSSA's might have missed some of the foundation skills and would like those children to get help.
 - T.Magnetto – Commented that she does not understand why the PSSA data was not broken down to all the levels in the presentation, the information is out there.
 - J.Brodhead – The PSSA data is available through eMetrics system, she has seen it for her district. It isn't in a pretty package.
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditure – \$1,281,326.88
 - B. Cafeteria Expenditures – \$25,750.03
 - C. Health Benefits – None
 - D. Capital Projects – None
 1. Approve the above presentation of bills.

Director Inghrim, seconded by Director Sivak moved to approve the minutes of August 23, 2016. Vote: 9-yes, 0-no

XII. Treasurer's Report - Edward Inghrim/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 – July, 2016
- F. High School Activity Report – July, 2016

1. Approve the above Treasurer's Report.

Director Inghrim, seconded by Director Sivak moved to approve the Treasurer's Report.

Vote: 9-yes, 0-no

A. Education

1. Approve the Saucon Valley Band and Choir trip to Myrtle Beach, SC on April 26-30, 2017. There is no cost to the district. All fundraising will be done by the Saucon Valley Band and Choir members.
2. Approve the In Lieu of FAPE agreement for student #12032.

Director Inghrim, seconded by Director Sivak moved to approve Education Items 1 & 2.

Vote: 9-yes, 0-no

B. Personnel

1. Approve the following sabbatical leave:
Sharon Bender, third grade teacher, sabbatical leave beginning August 31, 2016 and continue through the first semester of the 2016-17 school year.
2. Approve the following maternity leaves:
Stacy Palmer, middle school language arts teacher, beginning approximately December 19, 2016. Mrs. Palmer plans on using 30 sick days prior to starting approximately 7.5 weeks of FMLA. Mrs. Palmer will return to her teaching duties approximately April 3, 2017.
Jacquelyn Stotz, middle school language arts teacher, beginning approximately November 4, 2016. Mrs. Stotz plans on using 5 sick days and 5 personal days prior to starting 12 weeks of FMLA. Mrs. Stotz will return to her teaching duties on approximately February 21, 2017.
3. Approve the following medical leaves:
Cheryl Salgado, middle school para-professional, September 16, 2016 to approximately October 14, 2016. She will be using sick days and FMLA will be running concurrently.
Robert Marzec, custodian, September 9, 2016 to December 2, 2016. This will be an unpaid leave with FMLA running concurrently.

4. Approve the following 2016-17 substitute teachers:
 - Jamal Arnaout – Social Studies
 - Deborah Battis – IU Emergency Certification
 - Roxanne Benetsky – IU Emergency Certification
 - Martin Brynildsen II – IU Emergency Certification
 - Lani Goins – IU Emergency Certification
 - Louis Gombocz – IU Emergency Certification
 - Robert Grosset – SV Emergency Certification
 - Jane Hoff – SV Emergency Certification
 - Lana Horne – SV Emergency School Nurse
 - Melissa Hughes – IU Emergency Certification
 - Noelle Kramer – SV Emergency Certification
 - Lisa Madigan – Elementary
 - Darla Messenlehner – IU Emergency Certification
 - Paul Mickelson – IU Emergency Certification
 - Catherine Moyzan - Elementary
 - Jeffrey Parks – IU Emergency Certification/Chemistry
 - Tara Robertson – SV Emergency Certification
 - Molly Schonfeld – SV Emergency Certification
 - Brenda Smith – IU Emergency Certification
 - Linda Stiansen – IU Emergency Certification
 - Casie Williams – IU Emergency Certification
 - Elaine Zimmerman – SV Emergency Certification

5. Approve the following high school department chairs/
co-curricular/extra duty positions for the 2016-17 school year:
 - Co-Curricular/Extra Duty
 - Yearbook - Jen Barreiros - \$2,884
 - Newspaper – Mario Marcozzi – Newspaper - \$2,884
 - TV Studio – Mario Marcozzi – volunteer
 - AV Coordinator - Bob Frey – \$2,163
 - I-Team – Amber Sams – \$569 (was previously hired as volunteer)
 - MiniThon – Matt Evancho – \$569
 - Richard Simononis – FBLA - \$569 (was previously hired along with Chad Shirk.
Chad is now a volunteer)
 - Mel Moyer/Grant Geiger – Ski Club – Volunteers (were previously hired with stipend)

6. Approve Administration's recommendation to approve the statement of charges and resolution for the termination of support employee #259.

7. Approve the resignation and release agreement involving employee #1219.

8. Approve first reading of the following job descriptions:
 - District Data/PIMS Coordinator (formerly Database Specialist)
 - K-12 Math Coach
 - K-12 Literacy Coach

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

Director Sivak, seconded by Director Puerta moved to approve the Personnel Items #1 -
9. Vote: 9-yes, 0-no

C. Facilities

1. Award the bids to purchase:

One new 24-passenger school bus to Rohrer Bus Company, 1515 State Road, Duncannon, PA 17020 at a cost of \$51,524.00 minus trade in of \$1,500.00 for a final cost of \$50,024.00.

Two 78 passenger school buses to Wolfington Bus Company, P.O. Box 218, Exton, PA 19341 in the amount of \$198,978.00 minus a trade in of \$2,500.00 for a final cost of \$196,478.00.

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

D. Finance

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

626 – Federal Fiscal Compliance
626 Attachment – Procurement – Federal Programs
626 Attachment – Administration of Federal Funds – Types of Costs, Obligations, and Property Management
626 Attachment – Cash Management – Federal Programs
626 Attachment – Allowability of Costs – Federal Programs
626.1 – Travel Reimbursement – Federal Programs
808 – Food Service
827 – Conflict of Interest

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

E. Community Outreach

The next meeting of the Saucon Valley Partnership is scheduled for September 14, 2016, at 7 pm at Hellertown Borough.

F. Bethlehem Area Vo-Tech School – Jack Dowling and Bryan Eichfeld

G. Colonial Intermediate Unit – Sandra Miller

H. PSBA – Mark Sivak and Sandra Miller

- A. Discussion of PSBA candidates
 1. Approve slate of officers per board ballots.

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

- I. **Hellertown/Lower Saucon Chamber of Commerce** – *Jack Dowling*
- J. **Saucon Valley Foundation for Educational Innovation** – *Sandra Miller*
- K. **Northampton Community College** – *Susan Baxter*
- L. **New Business**
- M. **Old Business**

XIII. Citizen’s Inquiries and Comments –

J. Altemose – Commented that there is concern in the community about the absence of the high school principal. Now that it is known that he retired, what is process going forward/ How long will the high school be without a full time principal.

XIV. Announcements

Future Meetings ~ September 27, 2016 – 7 pm – Business Meeting – Audion
October 8, 2016 – 7 pm – Business Meeting – Audion
October 22, 2016 – 7 pm – Business Meeting – Audion

XV. Motion to Adjourn Meeting

Director Inghrim, seconded by Director Dowling moved to adjourn the meeting.

Vote: 9-yes, 0-no

7:36PM

ATTEST: _____
Secretary President