

A Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, May 10, 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 7:00 – *Michael Karabin, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *David Bonenberger, Secretary*
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** - None
- VI. **Approval of Minutes** – Director Inghrim, seconded by Director Miller moved to approve the minutes of April 25, 2016. Vote: 9-yes, 0-no
- VII. **Recognition** – None
- VIII. **Presentation** – Presentation by Portnoff Law Associates, Ltd
- IX. **Superintendent’s Report** – *Dr. Monica McHale-Small, Superintendent*
- X. **Courtesy of the Floor to Visitors – Agenda Items Only**
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditure – \$504,323.73
 - B. Cafeteria Expenditures – \$29,292.27
 - C. Health Benefits – None
 - D. Capital Projects – None
 1. Approve the above presentation of bills.
Director Inghrim, seconded by Director Miller moved to approve the Presentation of the Bills. Vote: 9-yes, 0-no
- XII. **Treasurer’s Report** - *Edward Inghrim/David Bonenberger*
 - A. Cash Investment and Bond Activity – None
 - B. Condensed Board Summary Report – None
 - C. Capital Project Finance Report – None
 - D. Budget Transfers – \$2,228.00
 - E. Middle School Activity Report – None
 - F. High School Activity Report – None
 1. Approve the above Treasurer’s Report.
Director Miller, seconded by Director Sivak moved to approve the Treasurer’s Report. Vote: 9-yes, 0-no

A. Education

1. Approve the attached list of obsolete instructional materials.

Director Inghrim, seconded by Director Miller moved to approve Education Item #1.

Vote: 9-yes, 0-no

B. Personnel

1. Approve the following 2016 middle school summer learning academy teachers. All positions based on subscription rate of students and are self-sustaining
Middle School
Ms. Amanda Giangioffe – Math
Mrs. Rachel Alderfer – Special Education
Ms. Lindsay Wisser – Language Arts
Mrs. Amie Werts – Science and Social Studies
2. Approve unpaid time off:
Susan Doney, middle school cafeteria monitor. She is requesting May 26 & 27, 2016, off without pay to attend an out of state event.
Deborah Panariello, elementary school paraprofessional. She is requesting one half of a day without pay, May 10, 2016. She will be using her remaining one and a half personal days on May 9th and 10th.
3. Approve the extension of an unpaid medical leave for Maryanne Coronel, paraprofessional, from May 2–June 1, 2016.
4. Approve the retirement of Patricia Kutzera, custodian, effective July 5, 2016.
5. Approve the following substitute support staff:
Helen Ziegler as a food service substitute at an hourly rate of \$9.80 and a substitute cafeteria monitor at an hourly rate of \$9.99, on a “call as needed” basis, no benefits, effective immediately.
Hillary Jebitsch as a food service substitute at an hourly rate of \$9.80 and a substitute cafeteria monitor and instructional paraprofessional at an hourly rate of \$9.99, on a “call as needed” basis, no benefits, effective immediately.
Barbara Dooley as a substitute custodian at an hourly rate of \$10.39 on a “call as needed” basis, no benefits and a part time bus driver at an hourly rate of \$10.00 for riding and \$19.24 for driving per availability basis, no benefits, effective immediately.
6. Approve the high school drama club and Chad Miller as the volunteer advisor.

7. Approve the following to be employed as District Summer Workers for 2016 at an hourly rate of \$10, no benefits, not to exceed 40 days of employment. (Subject to budget approval & pending receipt of all clearances)

Custodial – Annette Kacerik, Dale Frankenfield, Betty Fenstermaker, Rachel Kade, Dezarae Hero, Thomas Reading, Donna Hendley, Nicholas Macarro, Brenda Bohlen, Mary Seip, Brian Traupman

Transportation– Ginger Hill, Jessica Lehr, Ron Jones, Samantha Laub, Tami DeAngelo

Maintenance – Jonathan Pearson, Nicholas Peteto, Jakob Bredbenner

Director Miller, seconded by Director Sivak moved to approve Personnel Items #1 – 7.
Vote: 9-yes, 0-no

C. Facilities

1. Approve contract with D’Huy Engineering pending final review and approval of the Solicitor. Attachment

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

D. Finance

2016-2017 Budget Timeline for the 2015-2016 School Year

May 31, 2016 - *District Deadline* to adopt the 2016-17 proposed final budget and mail Certification of Use of PDE-2028 to the Department of Education.

June 10, 2016 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2016-17 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2016 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2016-17 final budget.

June 30, 2016 (annual deadline) – *District Deadline* to adopt the 2016-17 final budget.

- A. Discussion of Delinquent Real Estate Tax Collection
- B. Discussion of the 2016-17 School Budget
1. Approve the Sports Medicine Services Agreement between Saucon Valley School District, St. Luke’s Hospital of Bethlehem, and St. Luke’s Physician Group, Inc. beginning July 1, 2016, through June 30, 2021.

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

2. The Administration seeks the approval of the Board to engage the service of Keystone Collections Group for purposes of real estate property tax collection. Approval of this motion is contingent upon final solicitor review and approval of the terms of the contract with

Keystone and the District’s ability to terminate its current contract with Berkheimer early. Attachment

Director Sivak, seconded by Director Miller moved to approve Finance Item #2.

Vote: 9-yes, 0-no

- 3. Approve the 2016-17 proposed budget in the amount of 45,709,004 which will be funded by a 1.24 mill increase.

Director Sivak, seconded by Director Miller moved to approve Finance Item #3.

Vote: 6-yes, 3-no (Inghrim, Baxter, Sivak)

E. Community Outreach

The next meeting of the Saucon Valley Partnership is scheduled for May 11, 2016, at 7 pm at Saucon Valley School District.

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

G. Colonial Intermediate Unit – Susan Baxter

H. PSBA – Mark Sivak and Sandra Miller

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. Broadhead – Commented on Budget and proposed cuts

B. Hagen – Commented on possible tax increase.

XIV. Announcements

Future Meetings ~

May 17, 2016 – 7 pm – Budget Meeting – Audion

May 24, 2016 – 7 pm – Business Meeting – Audion

June 14, 2016 – 7 pm – Business Meeting – Audion

XV. Motion to Adjourn Meeting

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

Vote: 9-yes, 0 – no

8:07PM

ATTEST: _____

Secretary

President