

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, August 27, 2024, in the High School Audion. Present were Directors William Broun, Donald Carpenter, John Conte, Vivian Demko, Cedric Dettmar, Dr. Laurel Erickson-Parsons, Tracy Magnotta, Dr. Shamim Pakzad, and Jay Santos. Judith Riegel, Board Secretary; Mark Fitzgerald, District Solicitor; and Jaime Vlasaty, Superintendent.

- I. **Call to the Order** – 7:01 pm - *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 Erickson-Parsons, seconded by Director Conte, moved to approve the agenda. Vote: 9-yes, 0-no
- V. **Announcement of Executive Session** – Personnel & Legal Matters, August 13, 2024 -
- VI. **Approval of Minutes** – Director Conte, seconded by Director Dettmar, moved to approve the minutes of August 13, 2024. Vote: 9-yes, 0-no
- VII. **Recognition** – None
- VIII. **Presentation** – Safety/Mental Health – Jillian Brodhead and Robert Frey
- IX. **Superintendent’s Report** – *Jaime Vlasaty, Superintendent* – Robert Frey presented three samples of band uniforms. Superintendent Vlasaty reported on the district’s opening convocation, kindergarten orientation, and the second year of bussing to the orientation. She talked about the new district website, which is up but still under construction. also, the stadium scoreboard is up and will hopefully be functioning soon. Lastly, the 2024 high school yearbooks have arrived and are ready to be picked up.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – None
- XI. **Presentation of Bills** – *David Bonenberger*
  - A. General Expenditures – \$1,755,111.03
  - B. Cafeteria Expenditures – None
  - C. Health Benefits – \$1,035,783.24
  - D. Capital Projects – None
    1. Approve the above Presentation of Bills.

Director Conte, seconded by Director Santos, moved to approve the Presentation of the Bills. Vote: 9-yes, 0-no
- XII. **Treasurer’s Report** – *Donald Carpenter/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 – July 31, 2024

1. Approve the above Treasurer's Report.

Director Dettmar, seconded by Director Conte, moved to approve the Presentation of the Bills. Vote: 9-yes, 0-no

### XIII. **AGENDA ITEMS**

#### **A. Education**

1. Approve the attached agreement between Saucon Valley School District and DeSales University regarding participation of DeSales University students in practicum experiences or student teaching at SVSD.
2. Approve the attached MOU with Community Services for Children for the 2024-2025 school year.

Director Erickson-Parsons, seconded by Director Santos, moved to approve Education Items #1 & 2. Vote: 9-yes, 0-no

#### **B. Personnel**

1. Approve Elizabeth Gallagher as District Office Administrative Assistant at an hourly wage of \$19.59, AA4, with benefits per the current Administrative Assistants Compensation & Benefits Plan, pending completion of employment paperwork.
2. Approve Shannon Mininger and Ashley Diamond as General Kitchen Help at \$15.00/hour and benefits per the current Food Service Agreement.
3. 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 1% added to the compensation pools for the respective groups for 2024-2025.
4. Approve a modification to the Compensation and Benefits Plans approved on September 13, 2022, for Food Service and Paraprofessional groups so as to provide for up to an additional 1% added to the raises scheduled for 2024-2025.
5. Approve the following additions to the substitute teachers list for the 2024-2025 school year:

Melanie DeSanctis

6. Approve the transfer of Gail Isbell and Tamara Humphries from Part-Time to Full-Time Instructional Paraprofessionals with benefits per the current Education Support Staff Agreement effective August 21, 2024.
7. Approve the resignation of Hannah Florendo – Dedicated Building Substitute effective August 16, 2024
8. Approve the following mentor for the 2024-2025 school year. Salary is per the current professional agreement, which may be prorated if not a full year of mentorship.
 

<u>Mentor</u>	<u>Inductee</u>
Randi McCullough	Jessy Severino
Katie Fisher	Jim Case
9. Approve an unpaid medical leave for Brenda Bohlen – Food Service, from September 6, 2024 until approximately March 1, 2025 or sooner if released by her physician. She will be using her sick days from August 21, 2024 until September 5, 2024
10. Approve an unpaid medical leave for Michelle Brozoski - Instructional Paraprofessional, from September 16, 2024 until approximately March 1, 2025 or sooner if released by her physician. She will be using her sick/personal days from August 21, 2024 until September 13, 2024
11. Approve the transfer of Ronald Yeakel from Part-Time to Full-Time Bus Driver with benefits per the current SVE Support Professionals Contract effective August 22, 2024.
12. Approve the following 2024-2025 Fall Athletic Coach:  
Salome Carr – Assistant Coach Jr. High Field Hockey- \$2,800
13. Approve the retirement of Suzanne Becker, instructional paraprofessional, effective August 12, 2024.
14. Approve the following Homebound Instructors for the 2024-2025 school year, at an hourly rate of \$45.00:  
Lara McCarthy  
Chad Shirk  
Thomas Koch
15. Approve the following individuals as Part-time Instructional Paraprofessionals at \$20.98 an hour, effective upon completion of employment paperwork:  
Sarah Walters                      Gabrielle Garza

16. Approve Jessica Rasich as District Photographer for stipend of \$1,500 for the 2024-25 school year.
17. Approve FMLA for George Velas, Jr. from June 12, 2024 until September 3, 2024. Mr. Velas has exhausted all of his existing paid time off. He is requesting an unpaid medical leave from August 6, 2024 until release by his physician. FMLA will run concurrently with his paid and unpaid time off.

Director Erickson-Parsons, seconded by Director Conte, moved to approve Personnel Items #1-17. Vote: 9-yes, 0-no

### **C. Facilities**

#### A. Facilities Committee Summary – August 14, 2024

1. Approve the attached surplus/obsolete item.
2. Approve the following list of School Affiliated Organizations which allows use of School or District name and operating in relation to the school district's program:
 

Football Booster Club	SV Music Connection
Wrestling Booster Club	Boys Soccer Booster Club
SV Performing Arts Association	ES Parent Teacher Organization
SV Athletics Booster Club	MS Parent Teacher Group
SV Foundation for Educational Innovation	

Director Conte, seconded by Director Carpenter, moved to approve Facilities Items #1&2. Vote: 9-yes, 0-no

### **D. Finance**

#### A. Finance Committee Summary – August 14, 2024

1. Approve the attached agreement for HUDL Subscriptions for 3 years. The total cost for 3 years is \$53,000.00. The first payment for the 2024-2025 school year is \$18,000.
2. Approve the attached Theatre Musical Contracts:
 

<u>Elementary School (grades 3-5) - Seussical Kids \$590.00</u>
<u>Middle School (Grades 6-8) - 13 JR - \$570.00</u>

3. Approve the agreement with MKSD Architects to provide Architectural & Engineering Design Services for the renovations to the Athletic Trainer area in the High School in the amount of \$23,100.00.
4. Approve the agreement with Advanced Athletic Services for the refurbishment of the Baseball and Softball fields. The cost is \$48,575.00.
5. Approve the purchase from Northern Nurseries of 130 tons of Diamond-Tex Premium infield mix, which will cost \$10,791.30
6. Approve the attached agreement with Kiefer Aquatics for six starting blocks and installation accessories for \$32,009.52, pending review of solicitor.
7. Approve the attached agreement with Colorado Time Systems for a new timing system in the amount of \$ 17,920.00.
8. Approve the attached agreement with Stanbury Uniforms for 75 band uniforms & 85 raincoats for \$48,323.26 pending review of our solicitor.
9. Motion to approve the agreement with Fast Signs to purchase, and installation of two 9' x 4' digital signs for a price up to \$120,000. Included in these expenses are costs of electrical and engineering for permit purposes.

Director Carpenter, seconded by Director Conte, moved to amend Finance #9 to read: Motion to approve the agreement with Fast Signs to purchase, and installation of two 9' x 4' digital signs for a price up to \$120,000.

Vote: 9-yes, 0-no

10. Approve the contract with Bayada, Inc. for in-school and field trip nursing services at a rate of \$65/hour.

Director Conte, seconded by Director Dettmar, moved to approve Finance Items #1-10.

Vote: 9-yes, 0-no

#### **E. Community Updates**

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte* - None
- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta* - None

#### **F. Northampton Community College** – *Susan Baxter* - None

#### **G. Bethlehem Area Vo-Tech School** – *Vivian Demko & Cedric Dettmar* – The meeting is next week.

**H. Colonial Intermediate Unit** – *Dr. Shamim Pakzad* – The meeting is tomorrow.

**I. PSBA Representative** – *Donald Carpenter* – PSBA Webinar on 9/18/24 “*Pushing to Improve - Using Data and Leveraging State and Federal Dollars to Drive Decisions*”

**J. New Business** – Director Carpenter commented on the \$100 limit for lunch deposits and the service fee that is charged.

**K. Old Business**

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

**XV. Announcements**

**Future Meetings ~**

September 10, 2024 – 7 pm – Business Meeting – High School Audion

September 24, 2024 – 7 pm – Business Meeting – High School Audion

**XVI. Motion to Adjourn Meeting**

Board President Pakzad adjourned the meeting.

Time: 9:10 pm

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

\_\_\_\_\_  
President