August 5, 2025

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
JOINT COMMITTEE
REGULAR MEETING

The Regular Meeting of the Bethlehem Area Vocational-Technical School Joint Committee was held on the evening of the above date, beginning at 7:02 p.m., for general purposes.

Members Present: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge - seven; Absent: Directors Faccinetto and Patrick – two.

Others Present: Mrs. Jaime Vlasaty, Superintendent of Saucon Valley School District and BAVTS Superintendent of Record, Mr. Adam S. Lazarchak, Executive Director of BAVTS; Mr. Donald F. Spry, II, Esq., and Ms. Sarah Modrick, Solicitors; Mrs. Susan Fahrenkopf, Secretary/Treasurer; Mrs. Debra Miller, Business Administrator; and interested staff members.

An Executive Session was held before the regular meeting regarding personnel matters and real estate.

The minutes of the Regular Meeting held on June 11, 2025, were approved on motion of Directors White and Makary and unanimous voice vote.

The Report of the Secretary/Treasurer for the period ending May 31, 2025, was approved on motion of Directors Demko and Schenkel and unanimous voice vote.

To the Members of the Joint Committee
Bethlehem Area Vocational-Technical School
Ladies and Gentlemen:

August 5, 2025

Your Treasurer respectfully submits the following report for the period ending

UNAUDITED
June 30, 2025

FUND NAME		BALANCE June 1, 2025	RECEIPTS	DISBURSEMENTS	BALANCE June 30, 2025
General	includes PLGIT/CD	4,019,560.63	778,879.52	(2,823,857.10)	1,974,583.05
House Project		116,672.44	4.36	(5,018.64)	111,658.16
Production		199,228.19	20,763.13	(41,252.00)	178,739.32
Capital Reserves	includes PLGIT/CD	4,373,050.22	262,690.89	(43,557.97)	4,592,183.14
Payroll		8,300.57	1,192,083.64	(1,192,366.31)	8,017.90
Cafeteria		66,844.38	64,252.75	(21,525.25)	109,571.88
Adult Education	includes PLGIT/CD	334,834.83	59,808.42	(46,412.46)	348,230.79
Student Activities		64,571.24	1,625.27	(14,536.23)	51,660.28
TOTALS		9,183,062.50	2,380,107.98	(4,188,525.96)	7,374,644.52

GENERAL , HOUSE PROJECT, PRODUCTION FUNDS, CHECKING ACCOUNT - EMBASSY BANK
GENERAL, HOUSE PROJECT,PRODUCTION FUNDS - CASH ACCTS

June 1, 2025				3,507,070.22
RECEIPTS				
	Production	20,756.15		
	Interest	56.92		
	District Contrib.	433,542.82		
	District Contrib./Auth.			
	State / Fed Funds	315,447.64		
	Tuition			
	Other	9,706.01		
	Transfers - PLGIT			
	Inter-Fund Transfers	17,391.87	796,901.41	
DISBURSEMENTS				
	Prepaid Bills	(651,607.01)		
	Bill Listings	(1,043,219.64)		
	Payroll	(1,153,031.36)		
	Other--Authority Bond			
	Fees	(557.13)		
	Void Checks	2,068.00		
	Transfers - PLGIT		(2,846,347.14)	
June 30, 2025	ADJ BOOK BALANCE			1,457,624.49

BANK RECONCILIATION	June 30, 2025		
Bank Balance		2,153,656.66	
Memo			
Outstanding Checks		(697,392.00)	
Deposit in Transit		1,359.83	
June 30, 2025	ADJ BANK BALANCE		1,457,624.49

To the Members of the Joint Committee
Bethlehem Area Vocational-Technical School
Ladies and Gentlemen:
Your Treasurer respectfully submits the following report for the period ending

August 5, 2025

UNAUDITED
June 30, 2025

PA LOCAL GOVERNMENT INVESTMENT TRUST (GENERAL FUND)

June 1, 2025				828,391.04
	Transfers In	0.00		
	Interest	2,745.60		
	P Card purchases	(23,780.60)		
	Transfers Out			
	Transfers Out-CD purch			
June 30, 2025	ADJ BOOK BALANCE			807,356.04

BANK RECONCILIATION June 30, 2025

Bank Balance		807,356.04		
Deposit in Transit				
Outstanding Checks				
June 30, 2025	ADJ BANK BALANCE			807,356.04

Average Yield for June 2025 is 4.13%

CAPITAL RESERVES - EMBASSY BANK

June 1, 2025				611,711.89
	Receipts	249,898.00		
	Interest	15.61		
	Void Checks	0.00	249,913.61	
	Fees			
	Disbursements	(43,557.97)	(43,557.97)	
June 30, 2025	ADJ BOOK BALANCE			818,067.53

BANK RECONCILIATION June 30, 2025

Bank Balance		855,325.50		
Memos				
Outstanding Checks		(37,257.97)		
Deposit in Transit		0.00		
June 30, 2025	ADJ BANK BALANCE			818,067.53

PA LOCAL GOVERNMENT INVESTMENT TRUST (CAPITAL RESERVES)

June 1, 2025				3,761,338.33
	Transfers In	0.00		
	Interest	12,777.28		
	Transfers Out	0.00		
	Transfers Out-CD purch	0.00		
June 30, 2025	ADJ BOOK BALANCE			3,774,115.61

BANK RECONCILIATION June 30, 2025

Bank Balance		3,774,115.61		
Outstanding Checks		0.00		
June 30, 2025	ADJ BANK BALANCE			3,774,115.61

Average Yield for June 2025 is 4.13%

To the Members of the Joint Committee
Bethlehem Area Vocational-Technical School
Ladies and Gentlemen:
Your Treasurer respectfully submits the following report for the period ending

August 5, 2025

UNAUDITED
June 30, 2025

PAYROLL FUND - EMBASSY BANK

June 1, 2025				8,300.57
	Receipts	1,192,081.06		
	Interest	2.58		
	Void Checks		1,192,083.64	
	Fees			
	Disbursements	(1,192,366.31)	(1,192,366.31)	
June 30, 2025	ADJ BOOK BALANCE			8,017.90

BANK RECONCILIATION June 30, 2025

Bank Balance		28,603.52	
Memos			
Outstanding Checks		(20,585.62)	
Deposit in Transit			
June 30, 2025	ADJ BANK BALANCE		8,017.90

CAFETERIA FUND - EMBASSY BANK

June 1, 2025				66,844.38
	Receipts	64,250.86		
	Transfers			
	Interest	1.89	64,252.75	
	Disbursements	(21,525.25)		
	Void Check	0.00	(21,525.25)	
June 30, 2025	ADJ BOOK BALANCE			109,571.88

BANK RECONCILIATION June 30, 2025

Bank Balance		111,986.86	
Memos		0.00	
Outstanding Checks		(2,414.98)	
Deposit in Transit		0.00	
June 30, 2025	ADJ BANK BALANCE		109,571.88

ADULT EDUCATION FUND - EMBASSY BANK

June 1, 2025				334,834.83
	Receipts	59,801.52		
	PLGIT Transfers	0.00		
	Interest	6.90	59,808.42	
	Disbursements	(46,412.46)		
	Void Checks	0.00		
	PLGIT Transfer	0.00	(46,412.46)	
June 30, 2025	ADJ BOOK BALANCE			348,230.79

BANK RECONCILIATION June 30, 2025

Bank Balance		348,945.86	
Memos		0.00	
Outstanding Checks		(715.07)	
Deposit in Transit		0.00	
June 30, 2025	ADJ BANK BALANCE		348,230.79

To the Members of the Joint Committee
Bethlehem Area Vocational-Technical School
Ladies and Gentlemen:

August 5, 2025

UNAUDITED

Your Treasurer respectfully submits the following report for the period ending June 30, 2025

STUDENT ACTIVITY ACCT -EMBASSY BANK

June 1, 2025				64,571.24
	Receipts	1,624.00		
	Other			
	Interest	1.27	1,625.27	
	Disbursements	(14,536.23)		
	Other--Ret'd Check			
	Voided Check	0.00	(14,536.23)	
June 30, 2025	ADJ BOOK BALANCE			51,660.28

BANK RECONCILIATION June 30, 2025

Bank Balance		52,220.28	
Outstanding Checks		(560.00)	
Deposit in Transit		0.00	
June 30, 2025	ADJ BANK BALANCE		51,660.28

REPORT OF DEPOSITORIES June 30, 2025

EMBASSY BANK		
General Fund	2,153,656.66	
Capital Reserve	855,325.50	
Payroll Account	28,603.52	
Cafeteria Fund	111,986.86	
Adult Ed. Fund	348,945.86	
Student Activity Fund	52,220.28	
PLGIT		
PLGIT General Fund	807,356.04	
PLGIT CD (General Fund)	0.00	807,356.04
PLGIT Capital Reserve	3,774,115.61	
PLGIT CD (Cap Reserve)	0.00	3,774,115.61
PLGIT Adult Fund	0.00	
PLGIT CD (Adult Fund)	0.00	0.00
TOTAL BANK BALANCES	**8,132,210.33**	

Respectfully submitted,

Susan M. Fahrenkopf

Susan M. Fahrenkopf
Secretary/Treasurer

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
August 5, 2025

PAYMENT OF BILLS

RECOMMENDATION:

a.) GENERAL BUDGET

That the bills through August 5, 2025 for the General Budget as tabulated on the following pages and certified as to correctness and receipt of materials or services, be paid.

MOTION BY:	Director Demko
SECOND BY:	Director Schenkel
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

REPORT DATE
6/30/2025

BETHLEHEM AREA VOCATIONAL - TECHNICAL SCHOOL

EMBASSY BANK - GENERAL FUND

CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	CHECK AMOUNT	DESCRIPTION
6/12/2025	Y	34266	CHRIN HAULING, INC	$ 2,657.25	TRASH REMOVAL
6/12/2025	Y	34267	CITY OF BETHLEHEM	$ 1,912.30	24-25 WATER BILL
6/12/2025	Y	34268	PP&L	$ 18,480.81	24-25 ELECTRIC
6/12/2025	Y	34269	UGI ENERGY SERVICES LLC	$ 781.97	GAS SERVICE
6/12/2025	Y	34270	UGI UTILITIES	$ 1,703.17	GAS SERVICE
6/18/2025	Y	34271	CANON FINANCIAL SERVICES,INC.	$ 2,028.59	LEASE RENTAL OF HARDWARE
6/18/2025	Y	34272	SERVICE ELECTRIC CABLE TV	$ 98.55	PHONE SERVICE
6/18/2025	Y	34273	EMBASSY BANK -	$ 13,039.23	SUPPLIES-VARIOUS, EQUIPMENT, TRAVEL
6/26/2025	Y	34274	EBTEP	$ 250,000.00	MEDICAL/PRESCRIPTION/DENTAL PAYMENT
6/30/2025	Y	34275	EMERGENCY PREPAREDNESS PROFESSIONALS	$ 990.00	REPLACEMENT CHECK ISSUED
6/30/2025		34276	ACTION PARTY RENTALS	$ 181.33	SENIOR RECOGNITION SUPPLIES
6/30/2025		34277	ADVANCE AUTO PARTS	$ 26.49	AUTO TECH SUPPLIES
6/30/2025		34278	ALBARELL ELECTRIC INC.	$ 15,164.00	REPAIRS/MAINTENANCE PROJECTS
6/30/2025		34279	ALTEK BUSINESS SYSTEMS INC	$ 4,580.17	COPIER MAINTENANCE FEES
6/30/2025		34280	AMAZON CAPITOL SERVICES	$ 5,414.94	SUPPLIES - VARIOUS, BOOKS, MEMBERSHIP
6/30/2025		34281	AXA EQUITABLE	$ 2,913.72	VACATION PAYOUTS
6/30/2025		34282	BAVTS BRIDGES FOUNDATION	$ -	VOIDED CHECK
6/30/2025		34283	BEAUTY SYSTEM GROUP LLC	$ 5,203.90	COSMOTOLOGY SUPPLIES
6/30/2025		34284	BETHLEHEM TOWNSHIP	$ 50,579.72	24-25 RESOURCE OFFICER
6/30/2025		34285	BINDICS EMBROIDERY	$ 156.00	ELECTRICAL SAMPLE ORDER - PRODUCTION
6/30/2025		34286	BROOKAIRE COMPANY LLC	$ 915.80	MAINTENANCE SUPPLIES
6/30/2025		34287	CANAL ALARM DEVICES INC	$ 138.45	MAINTENANCE SUPPLIES
6/30/2025		34288	CARTRIDGE XCHANGE LL	$ 1,227.75	TONER CARTRIDGES
6/30/2025		34289	CENTRAL SUSQUEHANNA I.U.	$ 97.00	COMPUTER SERVICES - SIS SCHEDULING
6/30/2025		34290	CHA CONSULTING INC.	$ 76,185.15	RETAINER/PROF SVCS, EXPANSION PROJECT
6/30/2025		34291	CLARK SERVICE GROUP INC	$ 1,357.00	PROACTIVE MAINTENANCE
6/30/2025		34292	CM REGENT LLC	$ 2,802.22	JULY 25 LIFE/LTD
6/30/2025		34293	CONNIE MUSCHKO	$ 196.00	MILEAGE REIMBURSEMENT
6/30/2025		34294	COPE COMMERCIAL FLOORING & INTERIORS INC	$ 5,275.00	MASONRY FLOORING
6/30/2025		34295	DEERFOOT AUTO PARTS INC.	$ 400.00	MAINTENANCE SUPPLIES
6/30/2025		34296	DIAMOND WEAR	$ 900.00	STUDENT UNIFORMS

REPORT DATE
6/30/2025

BETHLEHEM AREA VOCATIONAL - TECHNICAL SCHOOL

EMBASSY BANK - GENERAL FUND

CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	CHECK AMOUNT	DESCRIPTION
6/30/2025		34297	EAST LAWN SUPPLY	$ 269.33	MAINTENANCE SUPPLIES
6/30/2025		34298	EBTEP	$ 165,585.90	JULY 2025 MEDICAL/DENTAL/PRESCRIPITON
6/30/2025		34299	EFFECTIVE CONTROLS INC.	$ 614.00	ANNUAL SERVICE AGREEMENT & SUPPLIES
6/30/2025		34300	FULL FLOW EXTERIOR SERVICES	$ 400.00	WINDOW CLEANING
6/30/2025		34301	GORDON BENNETT PAINTING	$ 2,280.00	CLASSROOM & OFFICE PAINTING
6/30/2025		34302	HERPEL'S AUTO & TRUCK LIFTS	$ 8,296.81	INSTALLATION OF ALIGNMENT PIT & INSPECTIONS
6/30/2025		34303	HIGHMARK BLUE SHIELD	$ 1,091.94	JULY 2025 VISION
6/30/2025		34304	HOME DEPOT CREDIT SVCS.	$ 1,942.98	MAINTENANCE, AUTO TECH & PLUMBING SUPPLIES
6/30/2025		34305	HSA MECHANICAL INC.	$ 20,646.00	REPAIRS, REPLACEMENT AND ANNUAL SERVICES
6/30/2025		34306	INTEGRA ONE	$ 1,777.00	TECHNOLOGY SOFTWARE
6/30/2025		34307	INTEGRITEC INC.	$ 1,085.00	WATER TREATMENT SERIVCE & MAINT. SUPPLIES
6/30/2025		34308	JEFFREY BOWER	$ 87.50	MILEAGE REIMBURSMENT
6/30/2025		34309	JEFFREY CANTREL	$ 14.99	REFUND FOR MEMBERSHIP
6/30/2025		34310	JOAN DINBOKOWITZ	$ 6.75	REFUND ACCOUNT BALANCE
6/30/2025		34311	KENSOL AIRWAYS	$ 1,875.00	VENT HOOD CLEANING
6/30/2025		34312	KEYSTONE FIRE AND SECURITY	$ 1,787.28	PROXIMITY CARDS, SUPPRESSION SYSTEM REPAIRS
6/30/2025		34313	L.V. JANITORIAL SUPPLY	$ 1,822.23	MAINTENANCE SUPPLIES
6/30/2025		34314	LEGACY AUTOMATIC DOORS LLC	$ 8,257.00	DOOR REPAIRS
6/30/2025		34315	MACGILL & CO.	$ 59.42	NURSE SUPPLIES
6/30/2025		34316	MORE MILES AUTOMOTIVE LLC	$ 34.00	CHEVY TRUCK INSPECTION
6/30/2025		34317	MOYER PEST CONTROL	$ 134.00	PEST CONTROL
6/30/2025		34318	PENNRIDGE NUTRITIONAL SERVICES	$ 59.91	LENORCO PAPER BID ADVERTISING
6/30/2025		34319	PENNSYLVANIA STEEL CO., INC.	$ 9,445.88	WELDING SUPPLIES
6/30/2025		34320	PRO COMPRESSOR	$ 17,915.32	REPAIRS & REPLACEMENT AIR COMPRESSOR
6/30/2025		34321	QUADIENT FINANCE USA INC.	$ 2,000.00	POSTAGE FOR METER
6/30/2025		34322	QUILL CORP.	$ 909.89	OFFICE & MAINTENANCE SUPPLIES
6/30/2025		34323	R.E. MICHEL	$ 530.54	HVAC SUPPLIES
6/30/2025		34324	RAPTOR TECHNOLOGIES LLC	$ 2,216.50	VISITOR MANAGEMENT SYSTEM & LICENSE
6/30/2025		34325	RESET OUTDOORS	$ 2,050.00	MENTAL HEALTH SERVICES
6/30/2025		34326	RICHTER DRAFTING AND OFFICE SUPPLY CO.	$ 1,166.66	BUSINESS OFFICE SUPPLIES
6/30/2025		34327	RUSSELL GAFFNEY III	$ 151.41	MILEAGE REIMBURSMENT

REPORT DATE
6/30/2025

BETHLEHEM AREA VOCATIONAL - TECHNICAL SCHOOL

EMBASSY BANK - GENERAL FUND

CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	CHECK AMOUNT	DESCRIPTION
6/30/2025		34328	SCHOOL NURSE SUPPLY	$ 284.60	NURSE SUPPLIES
6/30/2025		34329	SDIC	$ 880.69	WORKERS COMP BILLING
6/30/2025		34330	SNAP-ON	$ 3,539.25	AUTO TECH & AUTO COLLISION EQUIPMENT
6/30/2025		34331	STATE CHEMICAL	$ 308.04	DRAIN MAINTENANCE
6/30/2025		34332	SUSQUEHANNA CONTAINER	$ 7,698.00	STORAGE CONTAINERS
6/30/2025		34333	SYSCO ALLENTOWN	$ 21.89	CULINARY SUPPLIES
6/30/2025		34334	THE MORNING CALL	$ 279.99	SUBSCRIRPTION RENEWAL
6/30/2025		34335	UGI UTILITIES	$ 190.15	GAS SERVICE
6/30/2025		34336	ULINE	$ 1,544.60	MAINTENANCE SUPPLIES
6/30/2025		34337	YESKA & SONS	$ 420.00	ANNUAL GREASE PUMPING
			TOTAL	$ 735,086.96	

REPORT DATE
8/5/2025

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

EMBASSY BANK - GENERAL FUND

CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	Amount	DESCRIPTON
7/2/2025	Y	34338	CANON SOLUTIONS AMERICA, INC.	$ 70.49	COPIER MAINTENANCE
7/2/2025	Y	34339	MERISSA LONG	$ 4,226.00	TUITION REIMBURSEMENT
7/2/2025	Y	34340	ONEGROUP NY, INC.	$ 104,038.00	25-26 INSURANCE POLICIES
7/2/2025	Y	34341	VERIZON WIRELESS	$ 304.86	CELL PHONES
7/2/2025	Y	34342	WEX BANK	$ 225.94	FUEL FOR VEHICLES
7/9/2025	Y	34343	JORDAN MONTAGUE	$ 2,113.00	TUITION REIMBURSEMENT
7/9/2025	Y	34344	NRG BUSINESS MARKETING	$ 183.53	GAS SERVICE
7/9/2025	Y	34345	PP&L	$ 17,230.23	ELECTRIC
7/9/2025	Y	34346	WORKHORSE LANDSCAPING & EXCAVATING	$ 2,612.50	LAWN SERVICE
7/10/2025	Y	34347	HSA MECHANICAL INC.	$ 536.75	REPLACEMENT CHECK
7/16/2025	Y	34348	CITY OF BETHLEHEM	$ 1,814.21	WATER AND SEWAGE
7/16/2025	Y	34349	LOUIS TEMPLE	$ 870.00	TUITION REIMBURSEMENT
7/16/2025	Y	34350	SERVICE ELECTRIC CABLE TV	$ 98.44	PHONE SERVICE
7/16/2025	Y	34351	UGI UTILITIES	$ 1,537.44	GAS SERVICE
7/16/2025	Y	34352	CANON FINANCIAL SERVICES,INC.	$ 2,028.59	LEASE RENTAL OF HARDWARE
7/16/2025	Y	34353	EMBASSY BANK -	$ 17,430.56	TRAVEL,SOFTWARE,OFFICE & MAINTENANCE SUPPLIES
7/23/2025	Y	34354	UGI ENERGY SERVICES LLC	$ 333.37	GAS SERVICE
7/30/2025	Y	34355	CITY OF BETHLEHEM	$ 25.42	HOUSE PROJECT WATER BILL
7/30/2025	Y	34356	HOME DEPOT CREDIT SVCS.	$ 778.38	MAINTENANCE SUPPLIES
8/5/2025		34357	AMAZON CAPITOL SERVICES	$ 1,911.78	OFFICE, TECHNOLOGY & MAINTENANCE SUPPLIES
8/5/2025		34358	ANGELA THOM	$ 344.84	REIMBURSEMENT EUROPE TRIP TRAVEL
8/5/2025		34359	ARTHOFER TOWING & TRANSPORT LLC	$ 4,141.99	FOOD TRUCK REPAIRS
8/5/2025		34360	BAVTS BRIDGES FOUNDATION	$ 539.00	FLOWER SALE CLOVER SALE DEPOSIT
8/5/2025		34361	BIT DIRECT INC.	$ 933.00	TECHNOLOGY SUPPLIES
8/5/2025		34362	BON TOOL COMPANY	$ 1,114.20	MASONRY SUPPLIES
8/5/2025		34363	CENGAGE LEARNING	$ 534.60	ACADEMY OF MEDICAL SCIENCE BOOKS
8/5/2025		34364	CHA CONSULTING INC.	$ 163,130.38	RETAINER/PROF SVCS, EXPANSION PROJECT
8/5/2025		34365	CHRIN HAULING, INC	$ 2,045.00	TRASH REMOVAL
8/5/2025		34366	CLARK SERVICE GROUP INC	$ 366.76	REPAIRS - FOOD SERVICE EQUIPMENT
8/5/2025		34367	CM REGENT LLC	$ 2,802.59	AUG LIFE/LTD
8/5/2025		34368	COL. NORTH. I.U. 20	$ 6,732.06	24-25 SERVICES - WAN/INTERNET/FIREWALL/PHONE

CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	Amount	DESCRIPTON
8/5/2025		34369	EBTEP	$ 165,585.90	AUG MEDICAL/DENTAL/PRESCRIPTION
8/5/2025		34370	FACILITIES MANAGEMENT EXPRESS	$ 3,997.52	ANNUAL SOFTWARE SUBSCRIPTION
8/5/2025		34371	GORMAN & ASSOCIATES P.C.	$ 6,200.00	ANNUAL AUDIT 24-25 FEES
8/5/2025		34372	GOVCONNECTION INC. --	$ 2,460.00	ANNUAL IT SOFTWARE SUBSCRIPTION
8/5/2025		34373	HIGHMARK BLUE SHIELD	$ 1,091.94	AUG 2025 VISION INSURANCE
8/5/2025		34374	I-CAR EDUCATION FOUNDATION	$ 1,200.00	AUTO COLLISION ONLINE SOFTWARE SUBSCRIPTION
8/5/2025		34375	IDENTIFIX INC.	$ 1,068.00	AUTO TECHNOLOGY SOFTWARE SITE LICENSE
8/5/2025		34376	INTEGRITEC INC.	$ 245.00	WATER TREATMENT
8/5/2025		34377	INTERSTATE TAX SERVICE INC.	$ 170.10	UNEMPLOYMENT COMPENSATION SERVICES
8/5/2025		34378	JAMECO ELECTRONICS	$ 36.20	MECHATRONICS SUPPLIES
8/5/2025		34379	JAMF SOFTWARE LLC	$ 10,025.00	TECHNOLOGY SOFTWARE SERVICES
8/5/2025		34380	JANELLE SCHAEFFER	$ 403.35	MILEAGE REIMBURSEMENT
8/5/2025		34381	JIM GURCSIK	$ 354.26	EUROPE TRIP TRAVEL REIMBURSEMENT
8/5/2025		34382	KELLEY BROS LOCKBOX	$ 1,105.00	MAINTENANCE SUPPLIES
8/5/2025		34383	KEYSTONE FIRE AND SECURITY	$ 10,213.24	REPAIRS, INSPECTIONS AND ANNUAL SERVICE
8/5/2025		34384	KING SPRY HERMAN FREUND FAUL	$ 9,483.01	SOLICITOR FEES
8/5/2025		34385	KIRIPOSKI & SONS	$ 300.00	PORT O POTTY HOUSE PROJECT/FOOD TRUCK
8/5/2025		34386	L.V. JANITORIAL SUPPLY	$ 275.26	MAINTENANCE SUPPLIES
8/5/2025		34387	LEBLOND LTD.	$ 78,815.25	PRECISION MACHINE EQUIPMENT
8/5/2025		34388	LJC JANITORIAL DISTRIBUTORS LLC	$ 6,120.00	MAINTENANCE SUPPLIES
8/5/2025		34389	MALWAREBYTES INC	$ 9,750.10	TECHNOLOGY SOFTWARE SERVICES
8/5/2025		34390	MERI LINDENMUTH	$ 327.28	EUPORE TRIP TRAVEL REIMBURSMENT
8/5/2025		34391	MOREEN WHEATLEY	$ 961.16	REIMBURSMENT - HOSA NATIONALS TRIP
8/5/2025		34392	MOYER PEST CONTROL	$ 134.00	PEST CONTROL
8/5/2025		34393	NEW PIG CORPORATION	$ 509.00	MAINTENANCE SUPPLIES
8/5/2025		34394	NORSTAR NETWORKS	$ 5,022.05	PHONE SYSTEM MAINTENANCE AGREEMENT
8/5/2025		34395	NORTHEAST JANITORIAL	$ 1,220.49	MAINTENANCE SUPPLIES
8/5/2025		34396	PACTA	$ 1,300.00	2025-2026 MEMBERSHIP DUES
8/5/2025		34397	PERFORMANCE FOOD GROUP	$ 2,806.36	FOOD TRUCK SUPPLIES
8/5/2025		34398	PERFORMANCE SCREEN SUPPLY	$ 1,048.27	GRAPHICS SUPPLIES
8/5/2025		34399	PREFERRED EAP	$ 477.75	EMPLOYEE ASSISTANCE PROGRAM

REPORT DATE
8/5/2025

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

EMBASSY BANK - GENERAL FUND

CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	Amount	DESCRIPTON
8/5/2025		34400	PREMIUM SIGN SUPPLIES INC.	$ 1,793.33	GRAPHICS SUPPLIES
8/5/2025		34401	PRINT GRAPHICS INC.	$ 1,505.56	CHECKS
8/5/2025		34402	QUADIENT LEASING USA INC.	$ 720.00	LEASE PAYMENT FOR POSTAGE MACHINE
8/5/2025		34403	RAPTOR TECHNOLOGIES LLC	$ 2,965.00	EMERGENCY MANAGEMENT SYSTEM & LICENSE
8/5/2025		34404	RESET OUTDOORS	$ 2,100.00	MENTAL HEALTH SERVICES
8/5/2025		34405	RICHTER DRAFTING AND OFFICE SUPPLY CO.	$ 2,588.21	SHREDDING, OFFICE & PROTECTIVE SRVCS SUPPLIES
8/5/2025		34406	SAN MAR CORPORATION	$ 562.58	GRAPHICS SUPPLIES
8/5/2025		34407	SCHOOL FIX	$ 530.21	MAINTENANCE SUPPLIES
8/5/2025		34408	SCOTT FERRY	$ 218.58	REIMBURSMENT - HOSA NATIONALS TRIP
8/5/2025		34409	SDIC	$ 6,719.00	2025-26 WORKERS COMP FUNDING
8/5/2025		34410	STATE CHEMICAL	$ 308.04	DRAIN MAINTENANCE
8/5/2025		34411	THE MORNING CALL	$ 1,408.01	LEGAL & CLASSIFIEDS ADS
8/5/2025		34412	TK ELEVATOR CORPORATION	$ 2,585.84	SERVICE CONTRACT
8/5/2025		34413	TRANE OF NORTHEASTERN PA.	$ 476.00	SERVICE CALL FOR AHU
8/5/2025		34414	TRAVELERS	$ 242.00	TREASURER & SECRETARY'S BOND
8/5/2025		34415	UGI UTILITIES	$ 28.72	GAS SERVICE
8/5/2025		34416	UNIVERSAL DOOR SERVICES LLC	$ 1,037.25	REPAIR SERVICES
8/5/2025		34417	VAN CLEEF ENGINEERING ASSOCIATES	$ 4,704.00	PROFESSIONAL SERVICES FOR HOUSE PROJECT
8/5/2025		34418	VIRCO INC.	$ 10,211.46	GRAPHICS FURNITRE
8/5/2025		34419	W.W. NORTON & COMPANY	$ 3,915.60	TEXTBOOKS FOR MENTAL HEALTH PROGRAM
8/5/2025		34420	WILSON PRODUCTS	$ 483.00	CYLINDER RENTALS
8/5/2025		34421	ZEKRAFT	$ 1,006.20	DISTRICT 11 CTE MTG MEALS
8/5/2025		34422	SDIC	$ 70.97	2025-26 W COMP FUNDING
			TOTAL	$ 709,938.96	

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
August 5, 2025

IN-SERVICE – WORLD TRAVELERS CLUB

Mrs. Angela Thom, Mrs. Meri Lindenmuth, and Chef Jim Gurcsik prepared a video presentation and a memory book for the Joint Committee to highlight the recent Italy/France trip and to thank them for providing their support.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
August 5, 2025

To the Members of the Bethlehem Area
Vocational-Technical School Joint Committee

The administration respectfully submits the following information and recommendations:

1. STAFFING
   RECOMMENDATION:

   a. That the following resignations be accepted:

      Debra Miller
      Position: Business Administrator
      Effective: September 28, 2025

      Jesse Schneck
      Position: Precision Machining Instructor
      Effective: September 26, 2025

   b. That the following appointment be approved:

      Robert Warmouth

      Position: Business Administrator (replacement for Debra Miller)

      Salary: $130,000 for the 2025-2026 school year, with employee benefit package

      Effective: November 6, 2025 unless released earlier by current employer

   c. That the following individual be granted a Family Medical Leave:

      Employee #0369: Effective 8/7/25 (approximately) for 2-6 weeks

   d. That the Executive Director be authorized to hire for the Precision Machining Instructor position, and for any other vacancy that may occur prior to the next scheduled Joint Committee meeting, with ratification at the next scheduled Joint Committee meeting.

MOTION BY: Director Makary
SECOND BY: Director White
ROLL CALL Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

2. BUSINESS ADMINISTRATOR'S 2025-2026 SALARY

RECOMMENDATION:

The Joint Committee set and approve the salary of Business Administrator, Debra Miller, at $124,473.07, effective July 1, 2025, for the 2025-2026 school year. This amount represents a 3.5% increase from the 2024-2025 rate.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
August 5, 2025

3. COLUMN/SALARY ADJUSTMENTS

RECOMMENDATION:

The following instructor has completed educational requirements to qualify for the following contractual salary schedule change for the 2025-2026 school year.

	CHANGE FROM	CHANGE TO	EFFECTIVE
Meri Lindenmuth	Column A+ (Intern + 9)	Column B CT I (formerly Voc I)	August 20, 2025
Merissa Long	Column A (Intern)	Column A+ (Intern +9)	August 20, 2025
Jordan Montague	Column A (Intern)	Column A+ (Intern +9)	August 20, 2025

MOTION BY: Director Makary
SECOND BY: Director White
ROLL CALL Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

4. SUPPORT STAFF SALARY ADJUSTMENTS

RECOMMENDATION:

That the Cafeteria Staff wages for 2025-26 school year be approved as follows:

Pinelopi Alestas	Cafeteria Lunch Utility Person	$15.50
Shirley Gehman	School Lunch/Breakfast Program Coordinator	$25.26
Tracy Kleintop	Cafeteria Lunch Utility Person	$16.25

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

5. SUMMER EMPLOYMENT

a. SUMMER EMPLOYMENT – PROFESSIONAL STAFF RECOMMENDATION:

That the following individuals be employed during the summer of 2025 at the rate specified:

Name	Description	Quantity	2025-2026 Hourly Rate
Herman, Janessa	Curriculum Work	Up to 15 hours	$42.90
Leaser, Michael	Curriculum Work	As authorized by Admin	$42.90
Deturk-Malia, Alison	Curriculum Work	As authorized by Admin	$42.90

MOTION BY: Director Makary
SECOND BY: Director White
ROLL CALL Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
August 5, 2025

6. 2025-2026 STIPEND POSITIONS

RECOMMENDATION:

a. That the following stipend position(s) for 2025-2026 be approved as presented:

STIPEND DESCRIPTION	**NAME**	**AMOUNT**
Mentor Teacher (2nd year – Induction)	Jalissa Kuehner for Janessa Herman	$ 816.79
Mentor Teacher (2nd year - Induction)	Jenifer Stilgenbauer for Elspeth Sipple	$ 816.79
Mentor Teacher (2nd year – Induction)	Dario Chavez for AimeeJo Muth	$ 816.79
Mentor Teacher (2nd year – Induction)	Glenn Milositz for Lauryn Stauffer	$ 816.79
Mentor Teacher (1st year – Induction)	Robert Kulick for Michael Leaser	$ 816.79
Mentor Teacher (1st year – Induction)	Meri Lindenmuth for Alison Deturk-Malia	$ 816.79
SkillsUSA – Advisor C	Brian Moser	$1,978.05
SkillsUSA – Advisor D	Meri Lindenmuth	$1,978.05
Assistant CTSO Advisor	Donald Heptner	$1,000.00
Culinary Coordinator	Scott Ferry	$1,509.92

MOTION BY: Director Makary
SECOND BY: Director White
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

7. 2025-2026 SUBSTITUTES

RECOMMENDATION:

That the following individuals be approved as substitutes for the 2025-2026 school term, subject to the call of the Executive Director of Bethlehem Area Vocational-Technical School, or his/her designee, as needed, at the rates approved by the Joint Committee, pending receipt of all required paperwork.

Kathleen Bevan
Carol Boscia (custodial and cafeteria)
Ashley Brothers
Rob Cain*
Paula Cuchran*
Ross Dartouzos*
Angela Dorney*
Stephanie Flaherty*
Rhonda Geiselman*
Shirley Gehman (custodial)
Robert Gotzon
Bronwyn Hanley*
Chris Hill
Amber Hunsicker*
Julia Intrepido-Kmetz
Joe Kelhart
Tracy Kleintop (custodial)
Amy Knight*
Elisabeth Kohler
Karen Kurinovich*
Richard Martin
Greg Maurer
Carly McKeon*
Nicole Meletiche*
Christina Miskovich*
Karissa Mitch
Maria Musso*
Kim Orejuela
Mark Porcaro
Eric Prostko
Stephanie Schleef
Alicia Schwartz*
Wanda Schutt
Nicole Somers
Karen Tavares*
Lauren Turkel
Kaitlin Worthington

* BAVTS Instructional Assistant

MOTION BY: Director Makary
SECOND BY: Director White
ROLL CALL Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

8. JOB DESCRIPTION UPDATING

RECOMMENDATION:

That the Joint Committee approve the following job description, presented for the required second reading:

- Working Coordinator of Buildings and Grounds

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
JOB DESCRIPTION

Position Title: **Working Coordinator of Building and Grounds**

Hands-on leadership role that blends facilities maintenance, team coordinator, and operational oversight. This person not only plans and coordinates building and grounds' projects, but also actively participates in maintenance work, ensuring that school facilities are safe, clean, and functional for students and staff.

GENERAL POSITION REQUIREMENTS

Education/ Certification

High School Graduate or Equivalent
Five (5) Years Building Maintenance Experience with Technical Trade experience and Refrigerant Certification preferred
Possess a valid Pennsylvania Driver's License

Machinery & Equipment

Demonstrate experience and competence in mechanical and electrical systems, boilers, air conditioning equipment, building automation systems, water treatment, plumbing systems, kitchen equipment, roof maintenance and general preventative maintenance.
Ability to operate a forklift required
Ability to operate a skid loader and backhoe preferred

ESSENTIAL JOB FUNCTIONS

- Troubleshoot facility issues & respond to urgent repair needs
- Ability to maintain, test, troubleshoot, repair and replace:
  - Electrical items
  - Carpentry items
  - Plumbing/mechanical issues
  - Heating/ventilating issues
- Coordinate preventative maintenance schedules
- Working knowledge of building systems (boilers, fire alarms & smoke detection, security systems, HVAC, plumbing, electrical systems, etc.)
- Working knowledge of HVAC BAS for facilities
- Oversee inspections and compliance with safety codes & regulations to ensure the building complies with OSHA, ADA, fire safety & environmental standards
- Perform emergency work on an on-call basis for emergencies
- Respond to emergency repair requests and coordinate quick resolutions
- Keep records of repairs, inspections, and inventory
- Read and understand blueprints and schematics of facility

Position Title: **Working Coordinator of Building & Grounds**

- Monitor building cleanliness & sanitation standards & take any necessary steps to correct
- Work directly with Supervisor of Buildings & Grounds to schedule and monitor summer work maintenance
- Recommend improvements in maintenance methods to increase efficiency
- Ability to perform other trades such as floor coverings, ceramic/asphalt tiles
- Ability to understand the floor care process & proper maintenance
- Collaborate with other departments and staff to support operational goals and minimize downtime
- Assist in the oversight of construction for capital projects and remodels
- Build relationships with outside vendors and contractors for scheduling
- Review bids & participate in procurement for materials & services using computer systems
- Ability to use basic computer applications (e.g., Microsoft, email, spreadsheets) for reporting, communication, work orders and inventory management
- Maintain good communication with supervisor, teachers, and staff
- Perform other duties as assigned by the Supervisor of Buildings and Grounds

Other (skills)

- Ability to maintain a high level of confidentiality
- Listening skills for discussions in person or on the telephone
- Ability to speak clear and distinctly
- Ability to follow written and verbal directions
- Ability to complete assigned tasks with minimal supervision
- Ability to work individually or in a team setting
- Ability to read and write
- Ability to do computations

Reports to Supervisor of Buildings and Grounds

TERMS OF EMPLOYMENT

12 month, 8 hour day, inclusive of a 30-minute lunch. Benefits in accordance with the Administrative Support Employees agreement.

Updated: May 2025

Joint Committee Action:

Position Title: Working Coordinator of Building & Grounds

MEASURED IN TERMS OF FREQUENCY

Not At All	Occasionally	Frequently	Constantly
0%	1 – 33%	24 – 66%	67 – 100%

LIFTING

Up to 10 lbs.	Constantly
11 to 20 lbs.	Frequently
Beyond 20 lbs.	Occasionally

BODY MOVEMENTS

Bend/Stoop	Frequently
Climb	Frequently
Kneel	Frequently
Push	Frequently
Pull	Frequently
Twist	Frequently
Stand	Frequently
Sit	Occasionally
Walk	Frequently

Updated: May 2025

Joint Committee Action:

9. CONTRACTED SERVICES – ON-SITE RESOURCE OFFICER

INFORMATION:

With permission of the Joint Committee, the Bethlehem Area Vocational-Technical School will enter into an agreement with the Bethlehem Township Police Department to employ a full-time police officer (aka On-Site Resource Officer). We are entering our seventeenth year with this agreement. BAVTS will pay 50% of the Officer's salary and benefits for 180 days of service. The amount for the 2025-2026 school year is $57,356.67.

RECOMMENDATION:

That the Joint Committee approve the continued agreement between Bethlehem Area Vocational-Technical School and Bethlehem Township Police Department for the On-Site Resource Officer.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

SCHOOL RESOURCE OFFICER AGREEMENT

This Agreement is made effective as of August 5, 2025, by and between the Joint Committee of the Bethlehem Area Vocational Technical School ("BAVTS"), with offices located at 3300 Chester Avenue, Bethlehem, PA 18020, and Bethlehem Township ("the Township"), with offices located at 4225 Easton Avenue, Bethlehem, PA 18020. BAVTS and the Township may hereafter be collectively referred to as the "Parties".

WITNESSETH:

A. The BAVTS desires to utilize a Certified Police Officer as a School Resource Officer ("SRO") to provide law enforcement and related services within the BAVTS; and

B. The Township wishes to provide the BAVTS with a Certified Police Officer for use as a SRO within the BAVTS.

NOW, THEREFORE, in consideration of the mutual promises and agreements herein contained, and intending to be legally bound hereby, the Parties agree as follows:

1. **DESCRIPTION OF SERVICES.** The Township will provide the BAVTS with one (1) Certified Township Police Officer (hereafter, the "Officer") to be assigned to the Bethlehem Campus of BAVTS at 3300 Chester Avenue, Bethlehem, PA 18020. The Officer will act as a SRO to improve BAVTS building discipline and security. The Officer shall remain an employee of the Township throughout the term of this Agreement but when at the Bethlehem campus shall report both to the Township and the BAVTS Administration.

2. **TERM.** The term of this Agreement shall commence on August 25, 2025, and shall terminate upon close of business on June 30, 2026 (hereafter, "Term"), unless earlier terminated pursuant to the terms of this Agreement.

3. **PERFORMANCE OF SERVICES.** The Officer shall provide Services to the BAVTS beginning upon the first school day for BAVTS students and terminating upon close of business on the last school day for BAVTS students, during all regular school days and hours, pursuant to the then-current official BAVTS school calendar.

4. **PAYMENT.** Except as otherwise specifically set forth herein, on February 1, 2026, the BAVTS will pay to the Township fifty (50%) percent of the Officer's then-current salary and benefits for one hundred and eighty (180) days of Service, prorated over one hundred and eighty (180) days. Based on the Township's current collective bargaining agreement with the Bethlehem Township Police Association, this amount is $57,356.67. If, during the Term of this Agreement, by reason of a new collective bargaining agreement the Officer's salary increases, the Township shall notify BAVTS of said increase and BAVTS shall pay to the Township the difference between fifty (50%) percent of the Officer's prior salary and fifty (50%) percent of the Officer's increased salary, adjusted pro rata based upon that portion of the Term remaining as of the effective date of the Officer's salary increase. In the event this Agreement is terminated prior to February 1, 2026, a pro-

rated payment will be made to the Township for all Services performed to the date of termination. In the event this Agreement is terminated subsequent to February 1, 2026, but prior to June 30, 2026, a pro-rated refund will be made to the BAVTS for the then-remaining Term.

5. **BAVTS OBLIGATIONS**. BAVTS will provide office space, telephone, clerical support and related services for the benefit of the Officer during the Term of this Agreement.

6. **TOWNSHIP OBLIGATIONS.** Prior to the commencement of this Agreement, the Township shall provide the BAVTS with the following documentation evidencing, to the reasonable satisfaction of BAVTS, the following:

a) Certification of the Officer as a Certified Law Enforcement Officer; and
b) Pennsylvania and FBI criminal history record information, Pennsylvania child abuse clearances, and employment history information for the Officer in compliance with 24 P.S. § 1-111, 23 Pa.C.S.A. 6331 et seq., and 24 P.S. § 1-111.1.

7. **TERMINATION.** The relationship between the Township and the BAVTS is terminable at the will of either party. Either party may terminate this Agreement by giving a written notice of no less than fourteen (14) calendar days to the other party.

8. **RELATIONSHIP OF PARTIES.** It is understood by the Parties that the Officer is an independent contractor with respect to BAVTS and is not an employee of BAVTS. As such, the Officer is not entitled to the benefits provided by the BAVTS to its employees, including, but not limited to, group insurance, pension plan enrollment, vacation, leaves of absence, workers' compensation insurance or unemployment compensation insurance. The Officer agrees, however, to comply with all Pennsylvania and federal laws and regulations which apply the BAVTS or to the Services to be performed by the Officer, and any internal policies or procedures of the BAVTS enacted to comply with said state and federal laws and regulations.

9. **INDEMNIFICATION**.

a) The Township agrees to indemnify, defend, save, and hold harmless the BAVTS, its officers, employees, agents, servants, successors, invitees and assigns from and against any and all loss, damages, claims, demands, actions or causes of action, suits at law or in equity, judgments, liability or expenses including attorney's fees for damages for personal injury, including death, to any person whatsoever, and for damage to property of any person whatsoever, including loss or destruction thereof, arising out of the negligent acts or omissions of the Officer, and/or the employees, agents, servants, successors, invitees or assigns of the Bethlehem Township Police Department as related to this Agreement. The Township's release and indemnity hereunder shall survive the termination of this Agreement.
b) In addition to the foregoing, the Township, for the compensation specified herein, also hereby agrees that it is responsible for paying and shall hold the BAVTS harmless against the payment of all taxes, contributions, or premiums which may be payable under federal, state, or local laws arising out of the performance of the Services to be performed by the Officer hereunder.

10. **DISMISSAL/REPLACEMENT OF SCHOOL RESOURCE OFFICER.**

a) In the event the BAVTS Executor Director, in his sole discretion, feels that the Officer is not effectively performing his/her duties and responsibilities, the Executor Director shall advise the Chief of Police of the Township Police Department of the Executor Director's dissatisfaction. If the Chief of Police so desires, the Executive Director and Chief shall meet with the Officer to mediate or resolve any problems that may exist. At such meeting, specified BAVTS staff members assigned may be required to be present. If, within a reasonable amount of time after commencement of such mediation, the problem cannot be resolved or mediated, then the Officer shall be removed from the BAVTS and a replacement shall be obtained.

b) The Township reserves the right to dismiss or reassign the Officer, pursuant to Township policies and procedures, when it is in the best interest of the citizens of the Township.

c) In the event of resignation, dismissal or reassignment of the Officer, or in the case of a long-term absence by the Officer, the Township shall provide for temporary replacement pending permanent assignment.

11. **NOTICES.** All notices required or sought to be given under this Agreement shall be in writing and shall be deemed to have been made if (i) delivered personally, (ii) sent by certified or registered mail, postage prepaid, or (iii) sent by nationally recognized overnight courier, addressed as follows:

If to the BAVTS:

Bethlehem Area Vocational-Technical School
3300 Chester Avenue
Bethlehem, PA 18020
ATTN: Executive Director

If to the Township:

Bethlehem Township Police Department
4225 Easton Avenue
Bethlehem, PA 18020
ATTN: Chief of Police

Either party may at any time, in the manner set forth for giving notices to the other party, designate a different name and/or address to which notices to it shall be sent.

12. **ENTIRE AGREEMENT.** This Agreement contains the entire Agreement of the Parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the Parties.

13. **AMENDMENT.** This Agreement may be modified or amended only upon the mutual written consent of the Parties.

14. **SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

15. **WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

16. **APPLICABLE LAW.** This Agreement will be interpreted under the laws of the Commonwealth of Pennsylvania in effect as of the date of this Agreement. The Parties agree to submit to the exclusive jurisdiction of the Northampton County Court of Common Pleas for any action in law or equity to interpret, enforce, or defend a breach thereof or action seeking a declaratory judgment or injunction.

17. **IMMUNITY.** Nothing in this Agreement shall be construed to waive or reduce the immunities from civil liability granted by or to enlarge the limitations on immunity imposed by the Political Subdivisions Tort Claims Act.

18. **BINDING AGREEMENT**. Each party hereto binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect of all covenants, agreements and obligations contained in the Agreement.

19. **AUTHORITY.** The Parties executing this Agreement represent and warrant to each other that they have the full right, power, capacity and authority to execute and deliver this Agreement, and that they have duly and properly performed all acts required to authorize them to carry out this Agreement and the transactions contemplated by it.

THE BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL JOINT COMMITTEE

BY: ______________________________ Date: ____________________
Cedric Dettmar, Chairperson

BY: ______________________________ Date: ____________________
Susan M. Fahrenkopf, Secretary

BETHLEHEM TOWNSHIP

BY: ______________________________ Date: ____________________
Chairperson, Bethlehem Township Commissioners

BY: ______________________________ Date: ____________________
Secretary, Bethlehem Township Commissioners

10. APPOINTMENT OF JC MEMBER TO BRIDGES BOARD OF DIRECTORS

INFORMATION:

The By-Laws of the BAVTS Bridges Foundation requires that a member of the BAVTS Joint Committee be on the Board of Directors. Director Schenkel is presently serving on the Bridges Board; she was appointed in December of 2019.

RECOMMENDATION:

That Emily Schenkel continue to serve on the BAVTS Bridges Foundation Board of Directors.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

11. 2025-2026 OCCUPATIONAL ADVISORY COMMITTEE MEMBERS

RECOMMENDATION:

That the Joint Committee approve the following Occupational Advisory Committee (OAC) members for the 2025-2026 school year.

First Name	Last Name	Job Title	Company	Program/Shop
Michael	Judkins	Producer	Oct 14 Entertainment, LLC	Mental and Behavioral Health

MOTION BY: Director Makary
SECOND BY: Director White
ROLL CALL Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

12. CAPITAL PROJECTS ACCOUNT

INFORMATION:

Due to the pending financing for the purchase of The Factory building and related renovations as well as main building improvements, we should create a separate bank account for our Capital Projects Fund based on the recommendation of our local auditor.

RECOMMENDATION:

That the Joint Committee authorize Administration to open a Capital Project Fund bank account and sign any required documents associated with opening of the account.

It is further recommended that the Executive Director, Business Administrator, Joint Committee Chairperson, and Joint Committee Secretary be designated as having signing authority on checks and other financial documents associated with this account.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

13. CONTINUING EDUCATION

RECOMMENDATION:

a. That the 2025-2026 hourly rates for Continuing Education Instructors be approved as follows:

   $29.00 (non-BAVTS professional certified staff)

   $33.00 (BAVTS professional certified staff)

b. That the hourly rate for Jenifer Stilgenbauer, part-time Evening Supervisor of Lifelong Learning, be set at $40.00, without benefits, for the 2025-2026 school year, to a maximum of 14 hours per week, with prior approval of the Supervisor of Lifelong Learning. This remains the same from the 2024-2025 school year.

c. That the attached Continuing Education policy be approved for the 2025-2026 school year

d. That the attached course guide for the 2025-2026 school year, containing cost and instructors* be approved.

   *Instructor approval pending receipt of all required paperwork.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

BETHLEHEM AREA
VOCATIONAL-TECHNICAL SCHOOL

Division of Adult/Continuing Education

OFFICE INFORMATION:
3300 Chester Ave.
Bethlehem, PA 18020
610-866-8013 Ext. 111
huberd@bavts.org, stilgenbauerj@bavts.org, and turkell@bavts.org

WHO CAN ATTEND:
Individuals ages 18 years old and older are able to pursue a new interest, obtain valuable industry recognized certifications and credentials or update present skills with the latest techniques and technology being used within the industry. Some of the certification and/or credential courses may have a minimum age and/or education requirement that must be met.

REGISTRATION:
Since our programs are not semester-based, we keep registration open throughout the year. There is a $25.00 non-refundable registration fee.

All courses have a maximum student capacity; early registration is highly recommended. All enrollment criteria such as pre-testing and prerequisites must be satisfied at the time of registration.

All registration needs to be completed online and you will not be able to complete the registration process without payment in full or enrollment into a payment plan if applicable. If you do not have access to a computer, you can make an appointment to come in and register online in the adult/continuing education office. (Cash or Check only payments).

PAYMENT METHODS:
Credit/Debit Card (Visa, MasterCard)
Payment Plan (for courses over $300.00)

PAYMENT PLAN:
For courses over $300.00, a monthly payment plan can be set-up at the time of registration.

1. All payment plans require a minimum deposit of $300.00.
2. Classes must be paid in full 7 days before the class ends.

DEFAULT of PAYMENT PLAN:
In the event that a monthly payment is unable to be processed, the student may be removed from the course until payment is made, plus an addition $30.00 return payment fee. (*No course adjustments will be made for time missed.*)

STUDENT CANCELLATION/WITHDRAWAL and REFUND POLICY:
The Division of Adult/Continuing Education Department has established a series of refund policies applicable to the various situations encountered during the normal course of business. The approved refund policies are outlined below.

WITHDRAWAL from a COURSE:
Registration fees will NOT be refunded. You must withdraw from a course prior to the start of the third class to receive a partial refund. Failure to withdraw from a course will result in the loss of any refund and students are responsible for tuition to be paid in full.

REFUND POLICY:

1. Withdrawal from a course 2 weeks prior to the first scheduled class will result in a refund of tuition only. The registration fee is NON-refundable.
2. Withdrawal from a course less then 2 weeks prior to the first scheduled class or prior to the start of the third class, will result in a refund of 90% of the tuition only. The registration fee is NON-refundable.
3. There will be NO refunds after the start of the third class and students are responsible for tuition to be paid in full.
4. No refund will be issued for courses that are 8 hours or less in length after the start of the first class.
5. If a course is canceled by us, a full refund will be issued, including the registration fee.
6. Refunds are processed after the monthly school board meeting.

COURSE CANCELLATION REFUND:
BAVTS reserves the right to cancel any program. Minimum and maximum class size will be determined by the administration. BAVTS reserves the right to limit enrollment and change instructors. We also reserve the right to cancel a class due to low enrollment or due to the unavailability of instructor or facilities.

1. 100% refund, including the registration fee will be issued for courses canceled by BAVTS prior to the start of class.
2. Refunds will be prorated by the number of classes held if a course is canceled after the start of the course.
3. If a class date and time must be changed, tuition will be refunded on a prorated basis if the student is unable to attend due to the change.

NON-ENDORSEMENT:
Instructors hired by the Adult/Continuing Education Department are employed because of their skills and expertise. BAVTS does not endorse the opinions and business affiliations of our instructors. BAVTS is not responsible for typographical errors. Costs of materials, books or other supplies are subject to change without notice.

SCHOOL CLOSINGS:
It will be announced and indicated that adult/continuing education classes will be closed by 3:00 p.m. on WFMZ Channel 69 web-site. Class cancelation due to inclement weather will be made up at the end of the session or at the discretion of the instructor.

CONCERNS, ISSUES or PROBLEMS:
For any concerns, issues or problems with Adult/Continuing Education matters please call 610-866-8013 Ext. 111. All communication with our office staff will be kept confidential.

BAVTS STAFF ADULT EDUCATION ENROLLMENT:
Upon written approval of Administration, staff members who wish to enroll in an adult education class being offered that will directly support their position at BAVTS will be allowed to take the class tuition free.

Staff members who wish to take a class for their personal enrichment may enroll in the class at a 50% discounted rate. (This does not apply to short-term classes).

COMPLIANCE STATEMENT:
The Bethlehem Area Vocational-Technical School does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities and provides equal access to the Boy Scouts and other designated youth groups. Inquiries may be directed to the Bethlehem Area Vocational Technical School's Business Administrator, Title IX and Section 504 Coordinator, at 3300 Chester Avenue, Bethlehem, PA 18020, via email at complianceofficer@bavts.org or by phone at 610-866-8013, ext. 105.

Revised 7/21/2025

2025-2026 Course Guide

Course Title	Course Hrs	Cost	Instructor	Comments
Automotive				
PA Safety Inspection	12 x 2	$175.00	Jose Acosta	
PA Emissions Inspection	10.5 x 2	$165.00	Jose Acosta	
CDL	40	$6,500.00	Contracted Out	On-going / We don't pay the instructor and receive $550.00 per student
Drone License Prep & Industry	10	$300.00		
Aviation Maintenance	100	$2,400.00		
Health				
CPR for Professionals	4 x 5	$90.00	Jen Stilgenbauer	Hours are included in her evening wages
Nursing Assistant Clinical Skills	51 x 2	$850.00	Mersadies Bonilla	
EKG	51 x 2	$900.00	Karissa Mitch	
Pharmacy Tech	36 x 2	$950.00		
Phlebotomy	45 x 4	$975.00	Colleen Ciliberti	
Medical Billing & Coding	57 x 2	$1,100.00	Lisa Moore	Instructor approval pending receipt of all required paperwork
Patient Care Tech	171	$3,100.00	Mitch/Ciliberti/Bonilla	
Medical Assistant	243	$3,450.00	Mitch/Ciliberti/Bonilla	
Construction				
Plumbing	105	$2,000.00	Ed Laky	
Residential Electrician	111 x 2	$2,500.00	Bob Gotzon	
Resid. Electrical Test Prep	56	$1,350.00	Bob Gotzon	
Masonry	45	$750.00	Bob Kulick	
HVAC	128 x 2	$3,100.00	Dennis Henritzy	
EPA/A2L Training & Certification	20 x 2	$500.00	Dennis Henritzy	
EPA/A2L Certification	4 x 2	$100.00	Dennis Henritzy	
Building Maintenance	120	$2,100.00		
DIY Home Repair	40	$750.00	Ross Dartouzos	
Cosmetology				
PA Cosmo Teacher License	500	$3,500.00	Sheila Weatherspoon	Instructor approval pending receipt of all required paperwork
Nail Technology	208	$3,500.00	Nicole Meletiche	
Esthetics	308	$5,200.00	Wanda Schutt	
Cosmetology	1300	$12,000.00	Sheila Weatherspoon	Instructor approval pending receipt of all required paperwork
Cosmetology Completer Hours		$13.00 per hr.	Sheila Weatherspoon	Instructor approval pending receipt of all required paperwork
Computers & Design				
A+ Certification/Networking	90	$2,000.00		
Microsoft Office/Google Suites	40	$750.00		
Social Media/AI for Business	25 x 2	$450.00		
Web Design	51	$900.00		
Manufacturing				
Welding	60	$1,650.00	Kurt Samson	
Mechatronics	60	$1,300.00	Lauryn Stauffer	
Industrial Motor Controls	48	$850.00	Bob Gotzon	
Sevice Related Careers				

2025-2026 Course Guide

Course Title	Course Hrs	Cost	Instructor	Comments
Automotive				
Security Guard	60	$1,250.00	John Karb	
Culinary				
FUNdamentals of Cooking	5	$60.00	Dan Berardesca	

14. FINANCIAL INSTITUTION SIGNATURES

INFORMATION:

The School's financial institution, Embassy Bank, requires that a resolution be adopted by the Joint Committee, and recorded in the minutes, designating those who have signing authority on checks and other financial documents. Those in the positions of Executive Director, Business Administrator, Joint Committee Chairperson and Joint Committee Secretary have been designated to hold this power.

Currently, the signers are:

Adam Lazarchak
Debra Miller
Cedric Dettmar
Susan Fahrenkopf

RECOMMENDATION:

That the Joint Committee approve the removal of Debra Miller as an approved signer on banking and financial documents effective with her resignation date.

That the Joint Committee approve the newly appointed Business Administrator, Robert Warmouth, Jr., as an approved signer on banking and financial documents effective with his employment start date.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

15. CONFERENCE REQUESTS

RECOMMENDATION:

That Connie Muschko and Dean Ruch, School-to-Career Coordinators, be granted permission to attend the 2025 Pennsylvania Cooperative Education Conference in State College, PA from October 16 - 17, 2025. The approximate cost for both to attend is $1,900.

That Adam Lazarchak, Executive Director, be granted permission to attend the 2025 USA Festival of Education in Potomac, Maryland, from October 3 – 5, 2025. Mr. Lazarchak will be presenting at this conference. The approximate cost to attend is $750.

That Lauryn Stauffer, Mechatronics Instructor, be granted permission to attend "Train to Train" courses through NC3, in Pittsburgh, PA from August 10 – 12, 2025. The total cost to attend is approximately $3,000; however the cost of the courses and accommodations is being underwritten by Educational Solutions. The school will only be responsible for meal and travel costs. This amount is approximately $600. This training is required in order for students to attain industry certifications.

That Jim Gurcsik, Culinary Event Management Instructor, be granted permission to attend Penn State University's "Ice Cream 101: Introduction to Frozen Desserts" annual workshop in University Park, PA from January 30 – February 1, 2025. The approximate cost to attend is $1,662.

Any conference request listed above is in the budget.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

16. HOUSE PROJECT ENGINEERING FEES

INFORMATION:

At the April Joint Committee meeting, Mr. Lazarchak had informed the members that the conservation district is requiring new plans relating to the water retention system in the subdivision. Van Cleef Engineering will be preparing updated plans for submission to the appropriate entities.

RECOMMENDATION:

That the Joint Committee authorize the Executive Director to approve the attached Work Authorization Form and any other documents relating to this project, at a cost not to exceed $60,000. The Administration may be requesting a budget transfer to the house project fund utilizing excess funds from the 2024-2025 fiscal year or available funds within the 2025-2026 budget.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

Van Cleef
ENGINEERING WITH FOCUS

1685 Valley Center Parkway, Suite 100
Bethlehem, PA 18017
610-332-1772

WORK AUTHORIZATION FORM
(THIS IS A CONTRACT)

Van Cleef Engineering Associates (VCEA) is pleased to provide the services described below. The purpose of this form is to obtain your authorization for the work verbally requested and confirm the terms under which these services are provided.

July 02, 2025
Project Name: Skills Hill
NPDES & Township FINAL LD Approvals
Project Location: 3266 Hecktown Rd.
Tax Parcel: M7SW2 19 27
Municipality: Bethlehem Township, Northampton County
Job No.: 14-03-BTT.02

Billing Address / Client
Brian Moser, Construction Manager
Bethlehem Area Vocational-Technical School
3300 Chester Ave.
Bethlehem, PA 18020
610-866-8013
moserb@bavts.org

SCOPE OF WORK:

At the request of the client, VCEA will perform the following services to assist the client in seeking approval of the revised Skills Hill Land Development Plan; as follows:

1. Utilizing the property as-built plan as the base (Existing Features dated) plan prepared by VCEA, revise individual building footprints and driveway layouts with garage facing Champion Court, as noted on the attached grading and utility plan (PCSM Plan) revised 12/07/2022.

2. Address outstanding comments from The Pidcock Company's June 30, 2016 and May 16, 2014 comment letters.

3. Prepare updated plan set of final land development plans for submission to Bethlehem Township Planning Commission and Board of Commissioners based on above stated comment letters and layout revisions. Assist client in presenting the project at the Bethlehem Township Planning Commission and Board of Commissioners meetings.

4. Prepare the application documents for a new NPDES permit for the land development layout including Post Construction Stormwater Management Control (PCSM) and Erosion and Sedimentation Control (ESC) plans, utilizing the as-built survey as the current existing conditions plan for submission to the County Conservation District and PADEP for review and approval. It is assumed that the constructed BMP's will still be adequate for the new NPDES permit under the new permit requirements.

5. Prepare plans for recording in the County of Northampton, both the Land Development plan and the PCSM plan.

VCEA FEES:
The costs for the scope of work for services number 1 through 5 above have been estimated between **$50,000.00 and $60,000.00; not to exceed $60,000.00.**

6. Prepare Notice of Termination (NOT) documents for previous NPDES Permit utilizing the as-built survey. Estimated costs noted below are limited to submission of the NOT for this project's NPDES permit number PAC480061 based on the construction of the BMP's in accordance with the approved permit. This does not include reanalyzing and performing calculations for the project if the BMPs were not constructed per the plan, revisions and subsequent submissions of the NOT, and associated Documentation to NCCD (if required). If this additional work is required, VCEA will prepare a cost estimate for the work and will not commence the work without coordination with client.

VCEA FEES:
The costs for the scope of work for service number 6 have been estimated between **$10,000.00 and $12,000.00; not to exceed $12,000.00.**

SERVICES NOT INCLUDED IN SCOPE:

1. It is anticipated that the revised building footprint will not impact the stormwater BMPs or design due to maintaining impervious cover and disturbed acreage to that of the previously approved NPDES permit and therefore, review by outside agencies beyond Bethlehem Township, Northampton County Conservation District and PA DEP will not be required. However, if additional permitting is determined to be required, VCEA will provide client with associated costs. Additional work will not be completed without client notification.
2. Due to the time lapse with NPDES permit requirements, current forms and regulations must be followed. The design of additional BMPs is not included in the above provided scope of services. If additional BMPs are required, VCEA will provide client with associated

costs. Additional Design work will not be completed without client notification.

3. VCEA does not imply that land development approval is guaranteed or that waivers and/or variances that may be necessary will be granted nor that approval from the reviewing agencies (ie. NPDES permit) is guaranteed.
4. Additional testing for new or expanded BMPs.
5. PNDI or PHMC Resolutions.
6. Permit and Application Fees or outside consultant fees. (All fees must be paid by client.)
7. BMP Critical Stage Observation and Reports.
8. Preparation of NOT documentation for closeout of new NPDES Permit.
9. Preparation of NPDES permit time extension for construction completion.
10. Any other services not specifically summarized herein.

METHOD OF PAYMENT:

Monthly requisitions shall be submitted by Van Cleef Engineering Associates for all work performed during each billing period. Payment shall be made within thirty (30) days from the date of the invoices. All past due accounts are subject to an interest charge on amount due of one per cent (1%) per month, twelve (12%) annually.

ACCEPTANCE:

In consideration of the execution of this contract and the extension of credits, the signer does hereby unconditionally guarantee the payment of all fees and expenses arriving out of said contract.

Work_ Authorized By: Brian Moser (Print or Type Name) Construction Manager, BAVTS (Title)

(Signature) (Date)

Preparer: Michael S. Nolf (Print or Type Name) Project Manager (Title)

Michael S. Nolf (Signature) 07/02/2025 (Date)

Please return this contract to: Van Cleef Engineering Associates
1685 Valley Center Parkway, Suite 100
Bethlehem, PA 18017
Tel: (610) 332-1772
Fax: (610) 332-1771

Van Cleef
ENGINEERING WITH FOCUS

2025 Rate Schedule

Classification	Hourly Rate
Principal Engineer	$215.00
Senior Structural Engineer	$200.00
Senior Geotechnical Engineer	$200.00
Supervising Professional Engineer	$210.00
Senior Professional Engineer	$205.00
Professional Engineer	$195.00
Project Engineer	$152.00
Director of Structural Engineering	$210.00
Senior Technical Manager	$185.00
Professional Planner	$195.00
Senior Project Manager	$195.00
Project Manager	$170.00
Senior Project Designer	$162.00
Technical Manager	$156.00
Project Designer	$148.00
Senior Engineering Technician	$140.00
Engineering Technician	$135.00
Senior CAD Technician	$130.00
CAD Technician	$118.00
Draftsperson 2	$105.00
Draftsperson	$95.00
Geospatial Manager	$129.00
Senior Geospatial Analyst	$124.00

Classification	Hourly Rate
Geospatial Analyst	$119.00
Director of Landscape Architecture	$167.00
Landscape Architect	$142.00
Geologist	$145.00
Resident Construction Observer	$152.00
Senior Construction Observer	$147.00
Construction Observer/Level 4	$140.00
Construction Observer/Level 3	$126.00
Construction Observer/Level 2	$116.00
Director of Surveying	$187.00
Senior Professional Surveyor	$176.00
Professional Surveyor	$162.00
Surveyor	$144.00
Senior Survey Technician	$132.00
Technician/Level 2	$91.00
Technician/Level 1	$80.00
Administrative Assistant	$58.00
Two-Person Field Crew	$228.00
Two-Person Field Crew/GPS	$240.00
Robotic Unit - 1 Person Field Crew	$175.00
Robotic Unit – 2 Person Field Crew	$240.00
Unmanned Aerial Specialist	$158.00

STANDARD TERMS AND CONDITIONS OF SALE FOR ENGINEERING SERVICES

All sales of engineering services, design services, detail drawing services, consulting and training services, and inspection and analysis services (collectively referred to herein as "Engineering Services") by Van Cleef Engineering Associates LLC ("VCEA") are subject to the following terms and conditions. All proposals, quotations or acknowledgments issued by VCEA are an offer to sell Engineering Services pursuant to these terms and conditions. VCEA objects to any additional or different terms contained in any documentation submitted by Client. No waiver or modification of these terms and conditions shall be binding on VCEA unless authorized in writing by VCEA. VCEA's acceptance of any order is contingent upon the receipt of a valid purchase order from the Client and Client's acceptance of these terms and conditions.

SCOPE. The scope of work for the Engineering Services to be provided to Client is specifically set forth in the proposal, quote, or acknowledgment submitted to Client by VCEA, which is incorporated herein by reference. Client acknowledges and agrees that VCEA is providing the Engineering Services only and is not providing or participating in the provision of any product(s). VCEA will not be obligated to provide any services which are (a) outside of the scope defined in the applicable documentation; (b) outside its area of expertise; or (c) in violation of any applicable laws, codes or regulations.

EXTRA WORK. Any work beyond the scope of work as described above shall be considered extra work and, absent a written agreement to the contrary, will be billed according to our standard Fee Schedule. If Client requests a change in the scope of the Engineering Services to be provided, VCEA reserves the right to revise delivery schedules and make an equitable adjustment to the price. VCEA will not perform extra work until Client authorizes VCEA to do so, which must be in writing. VCEA may, at its discretion, perform extra work in reliance on an oral authorization received from Client or its authorized representative on the work site. VCEA is under no obligation to start or continue the performance of extra work in the absence of written authorization.

VCEA reserves the right to recommend to Client, in VCEA's professional judgment, additional services beyond the services set forth in the Scope of Work. If Client decides that additional services shall not be performed, then VCEA, may, in its opinion, discontinue performing services for the Client if VCEA believes that its exercise of professional judgement or its reputation would be impaired thereby, in which case Client shall pay VCEA for all work performed to date.

CLIENT OBLIGATIONS. Client shall make available in a timely manner at no charge to VCEA all drawings, technical data, measurements, or other information and resources reasonably required by VCEA for the performance of the Engineering Services. Client will be responsible for, and assumes the risk of any problems resulting from, the content, accuracy, completeness and consistency of all such data, materials and information supplied by Client.

PRICES/TAXES. Prices for the Engineering Services are subject to escalation in the event of an increase in costs associated with the project. Unless otherwise stated or agreed, VCEA's prices do not include sales, use, or similar taxes, and are based on the Fee Schedule. The Fee Schedule is revised annually and remains in force for a calendar year. In addition to fees, Client will be billed for costs incurred by VCEA in providing services, including the costs of materials and for services provided by third parties, including but not limited to: photocopying, mailing of plans, reports, and exhibits, federal express and courier services, filing fees, costs of special materials and equipment purchased solely for use on Client's Scope of Work.

PAYMENT TERMS. Standard payment terms are net 30 days for creditworthy Clients. For all orders greater than $50,000, progress payments will normally be required as specified in the quotation. VCEA reserves the right to add a two-percent (2%) per month service charge if an invoice remains outstanding for greater than 30 days of the invoice date. In the event a delinquent account is placed in the hands of an attorney or collection agency, Client agrees to pay all reasonable attorneys and collection fees, including court costs, incurred by VCEA in collecting on such account.

LIMITED WARRANTY. VCEA will provide the Engineering Services in accordance with generally accepted professional engineering practices using reasonable care and skill consistent with that ordinarily exercised by members of the profession under similar conditions. However, due to the nature of the Engineering Services being provided, VCEA cannot fully guarantee the success of Client's project. As such, except as set forth in this Section, VCEA makes no warranties or guarantees, whether express, implied, or statutory, regarding or relating to the Engineering Services furnished under this Agreement. VCEA specifically disclaims all implied warranties of merchantability and fitness for a particular purpose with respect to the Engineering Services.

REMEDY FOR BREACH OF THE LIMITED WARRANTY. The parties acknowledge and agree that the Engineering Services are being provided by VCEA with the expectation that VCEA is not assuming any financial or operational risks of the Client. In the event VCEA commits an error with respect to or incorrectly performs the Engineering Services, VCEA shall use commercially reasonable efforts to correct such error, or re-perform such Engineering Services at no cost to Client. Client acknowledges that its sole and exclusive remedy, and VCEA's sole and exclusive liability, for any defect or error in the Engineering Services shall be correction, re-performance or substitution of such services by VCEA.

LIMITATION OF LIABILITY. VCEA's liability for a claim of any kind arising out of the Engineering Services provided pursuant to this Agreement shall in no case exceed the price paid by Client. In no event shall VCEA be liable for any special, indirect, incidental or consequential damages, including loss of profits or business interruption or loss of use of equipment, however caused arising from the Engineering Services provided pursuant to this Agreement.

DELIVERY/FORCE MAJUERE. VCEA shall have no liability for delays or any other breach of its obligations resulting from an Act of God, war, riot, explosion, accident, act of government, work stoppage, default of subcontractor or supplier of materials, or any other cause beyond the reasonable control of VCEA.

CANCELLATION, SUSPENSION OR DELAY. Client may cancel an order for Engineering Services upon thirty days (30) written notice to VCEA and payment of an agreed upon cancellation charge, which shall include all costs incurred by VCEA prior to the cancellation plus a reasonable profit. A purchase order may be suspended or delayed by Client with VCEA's prior written consent. If VCEA agrees to a suspension or delay, Client shall reimburse VCEA for all costs incurred up to the date of such suspension or delay, plus a reasonable profit. All other costs related to and risks incidental to resumption of the Services shall be borne by Client. VCEA reserves the right to stop the performance of work if Client's account becomes delinquent or if Client fails to provide written authorizations or other documents requested in accordance with these Terms and Conditions. VCEA also reserves the right to stop work in the event a conflict of interest arises or is discovered that was not known at the time of the commencement of work or if VCEA determines that it is unable to complete the work within a reasonable period of time at the agreed price due to circumstances beyond its control.

VCEA'S PROPERTY. Except as otherwise specifically set forth in the scope of work provided as part of the proposal or quotation, all documents, including drawings, specifications, computer files, electronic media, data, engineering calculations, notes, and other documents and instruments prepared or furnished by VCEA (collectively the "Documentation") are the property of VCEA. VCEA shall retain all common law, statutory and other reserved rights, including copyright, applicable to the Documentation. The Documentation is not intended or represented to be suitable for use on any other project. Any reuse of the Documentation without written verification or adaptation by VCEA for the specific purpose intended is prohibited and will be at Client's sole risk and without liability or legal exposure to VCEA. Client agrees to defend, indemnify and hold VCEA harmless against all claims, damages, losses, and expenses (including reasonable attorneys' fees) arising from or in any way connected with the unauthorized use or modification of the Documentation by Client or any person or entity that acquires or obtains the Documentation from or through Client without the written authorization of VCEA.

INTELLECTUAL PROPERTY RIGHTS. Each party shall retain ownership of all intellectual property it had prior to commencement of the Engineering Services. However, VCEA shall own exclusively all rights in any ideas, inventions, or works of authorship created in or resulting from the Engineering Services, including but not limited to all patent rights, copyrights, moral rights, rights in proprietary information, trademark rights and other intellectual property rights, and Client will execute assignments as necessary to achieve that result.

UNAUTHORIZED CHANGES. VCEA shall have no liability to Client or others for changes made to the Documentation by Client without VCEA's prior written approval.

INDEMNITY. Client will defend, indemnify, and hold VCEA harmless, including its affiliates, employees, officers, directors and personnel, from all claims, damages, losses, and expenses (including reasonable attorneys' fees), but only to the extent the same are caused or incurred by Client's acts or omissions, including claims related to VCEA's use of Client supplied drawings, measurements, data, or any other information provided by Client that is used in performing the Engineering Services. However, in no event shall Client be liable under this provision for claims to the extent out of the negligence or willful misconduct of VCEA.

INSURANCE. Client represents that it now has and will continue to maintain, throughout completion of the Scope of Work, adequate and appropriate insurance coverage as is standard in Client's industry, including but not limited to, Comprehensive General Liability Insurance, Worker's Compensation insurance, and property insurance. Client agrees to provide written proof of such coverage upon requires.

COMPLIANCE WITH LAWS. The parties agree to comply with all applicable federal, state, or local laws in connection with the Engineering Services being provided pursuant to this Agreement.

ASSIGNMENT. Client may not assign the Agreement between VCEA and Client without the prior written consent of VCEA.

THIRD-PARTY BENEFICIARIES. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against VCEA. VCEA's Engineering Services are being performed solely for Client's benefit, and no party or entity shall have any claim against VCEA because of this Agreement or the performance or nonperformance of the Engineering Services.

INDEPENDENT CONTRACTORS. Each party will be and act as an independent contractor and not as an agent or partner of, or joint venture with, the other party for any purpose related to this Agreement or the transactions contemplated by this Agreement, and neither party by virtue of this Agreement will have any right, power, or authority to act or create any obligation, expressed or implied, on behalf of the other party.

DISPUTE RESOLUTION. All claims, disputes, and other matters in question between VCEA and the Client arising out of, or relating to, this Agreement or the breach thereof or the services rendered by Engineer ("Dispute"), shall be resolved as follows: (1) A written demand for non binding mediation, which shall specify in detail the facts of the Dispute and the relief requested, shall be submitted, within a reasonable time after the basis for the Dispute has arisen, to the party against whom the claim is brought. If the Dispute cannot be resolved by the parties within ten (10) days, the demand shall be submitted to the American Arbitration Association under its Commercial Mediation Procedures, or such mediation service as the parties shall otherwise agree to retain, for good faith non binding mediation. The Mediator's fee shall be shared equally by the parties. The party initiating the Dispute shall be liable for any filing fee. (2) Any Dispute between the parties that is not fully resolved by mediation within 60 days of submission to the mediation service may be brought by either party before a state or federal court of competent jurisdiction sitting in, respectively, Somerville, New Jersey, or Newark, New Jersey In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

CHOICE OF LAW. These terms and condition and the underlying Scope of Work shall be governed by and interpreted in accordance with the substantive laws of the State of New Jersey, excluding its conflict of law provisions.

ENTIRE AGREEMENT. This Agreement represents the entire and integrated Agreement between Client and VCEA and supersedes all prior negotiations, representations or agreements either written or oral. This Agreement may be amended only by written instrument signed by both Client and VCEA.

17. MAIN BUILDING COSMETOLOGY RENOVATION PROJECT CHANGE ORDER

INFORMATION:
During the project, it was determined that a change order was needed to cover the cost of permitting fees.

RECOMMENDATION:
That the Joint Committee approve a $1,819.38 change order from CMG of Easton for the Main Building Cosmetology Renovations Project.

It is also recommended that the Joint Committee authorize the Executive Director to sign the change order.

MOTION BY:	Director Makary
SECOND BY:	Director White
ROLL CALL	Motion carried by the following roll call vote: Aye: Directors Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – seven; Nay: none

Change Order

No. 1

Date of Issuance: 7/31/2025

Effective Date: 7/31/2025

Project:	BAVTS Cosmetology Renovations	Owner: BAVTS	Owner's Contract No.:
Contract:	General Construction		Date of Contract: 3/4/2025
Contractor:	CMG of Easton		Engineer's Project No.: 098786

The Contract Documents are Modified as follows upon execution of this Change Order:

Description: Permit Fees

Amount: $ 1,819.38

Attachments: (List documents supporting change):

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:	
Original Contract Price:	Original Contract Times: [ ] Working Days [X] Calendar Days	
	Substantial completion (days or date):	8/15/2025
$ 207,000.00	Ready for final payment (days or date):	8/22/2025
[Increase] [Decrease] from previously approved Change Orders No. ______ to No. ______	[Increase] [Decrease] from previously approved Change Orders No. ______ to No. ______	
	Substantial completion (days):	8/15/2025
$ -	Ready for final payment(days)	8/22/2025
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:	
	Substantial completion (days or date):	8/15/2025
$ 207,000.00	Ready for final payment (days or date):	8/22/2025
Decrease of this Change Order:	[Increase] [Decrease] of this Change Order:	
	Substantial completion (days or date):	8/15/2025
$ 1,819.38	Ready for final payment (days or date):	8/22/2025
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:	
	Substantial completion (days or date):	8/15/2025
$ 208,819.38	Ready for final payment (days or date):	8/22/2025

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: ______ Engineer (Authorized Signature)	By: ______ Owner (Authorized Signature)	By: ______ Contractor (Authorized Signature)
Date: ______	Date: ______	Date: ______

EJCDC No. C-941 (2002 Edition)
Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

CMG OF EASTON

PCCO #001

CMG of Easton, Inc.
1280 Cedarville Road
Easton, Pennsylvania 18042
Phone: (610) 258-0677

Project: C25-025 (PW) - BAVT-Cosmetology Classroom
3300 Chester Ave
Bethlehem, Pennsylvania 18020

Prime Contract Change Order #001: CE #001 - Permit Fees

TO:	Bethlehem Area Vocational Technical School 3300 Chester Ave. Bethlehem, Pennsylvania 18020	FROM:	CMG of Easton, Inc. 1280 Cedarville Road Easton, Pennsylvania 18042
DATE CREATED:	6/11/2025	CREATED BY:	Fred Swass (**CMG of Easton, Inc.**)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:	William Niswender	LOCATION:	
DESIGNATED REVIEWER:	Fred Swass (**CMG of Easton, Inc.**)	REVIEWED BY:	
DUE DATE:	06/13/2025	REVIEW DATE:	07/15/2025
INVOICED DATE:		PAID DATE:	
REFERENCE:	CMG CE #001	CHANGE REASON:	Allowance
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
SIGNED CHANGE ORDER RECEIVED DATE:		REVISED SUBSTANTIAL COMPLETION DATE:	
FIELD CHANGE:	No	CONTRACT FOR:	1:Bethlehem Vocational Technical Cosmetology Lab
		TOTAL AMOUNT:	$0.00

DESCRIPTION:
CE #001 - Permit Fees
Reimbursement for Bethlehem Township Permit Fee's
Building Permit Fee: $1,164.88
Electric Permit Fee: $654.50

ATTACHMENTS:
Building Permit Receipt.pdf, Elect. Permit Receipt.pdf

CHANGE ORDER LINE ITEMS:

#	Budget Code	Description	Amount
1	1-1.410.Material Permit Fee.Material	Permit Fee's	$1,819.38
2	1-1.980.Other CNT. ALLOWANCE	Allowance Deduct	$(1,819.38)
		Subtotal:	**$0.00**
		OH&Profit (10.00%):	$0.00
		Insurance & Taxes (1.20%):	$0.00
		Bonding (1.60%):	$0.00
		Grand Total:	**$0.00**

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
August 5, 2025

J.1. ANNEX BUILDING AUTOMATION CONTROLS UPDATING

INFORMATION:

In the coming months the administration will be requesting approval to update and replace the existing annex building automation controllers for the roof top units and gas fired furnaces. We will be proposing to contract with Eccotrol using COSTARS pricing to have the same vendor and products standardized with the main building that was completed several years ago. The estimated cost is approximately $30,000.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
August 5, 2025

J. 2. WORK PROJECT REPORT

INFORMATION:

The project control report is a list of work that the students complete as an educational experience within their respective shop area. The priority listing for acceptance/rejection of these work orders is as follows:

Projects for Bethlehem AVTS 1
Projects for participating school districts 2
Projects for non-profit organizations 3
Projects for persons who are not employees of BAVTS or sending districts.. 4
Projects for BAVTS and attendance area employees and board members 5
Void 6
Pending Approval 7

	*TYPES: 1- BAVTS staff; 2- BAVTS students; 3- General Public; 4-BAVTS Interfund; 5-Schools/Township; 6- NON-Profits									
WO #	REQUESTER	SHOP	Description	Request Date	*Type	Deposit Date	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-1	Sue Fahrenkopf	GRAPHICS	100 Business Cards	07/23/25	4		07/23/25	$ 6.00	**$6.00**	PAID
26-376	Arc of LV	FOOD TRUCK	Staff Appreciation Picinic (7/18/25)	02/26/25	6	02/26/25		1,800.00	**$1,800.00**	Paid 7/23/25
26-377	Ann Marie Schumann	FOOD TRUCK	Reunion (7/19/25)	06/30/25	3	07/10/25				
26-378	Wilson Products	FOOD TRUCK	Event on 9/24/25 & 9/25/25	07/10/25	3			6,300.00	**$6,678.00**	
26-481	County of Northampton	Welding	Tree Cages	05/14/25	6	05/29/25				

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
August 5, 2025

J.3. CONDITION OF THE BUDGET INFORMATION:

Presented for your information is the statement of the Condition of the Budget ending June 30, 2025.

Respectfully submitted,

Adam S. Lazarchak

Adam S. Lazarchak
Executive Director

/sf

NEW BUSINESS

Mr. Lazarchak distributed an article that he contributed to that was recently published in the International Journal of Environmental Research and Public Health. The research the article referred to was conducted in partnership with Connor Moriarty of Reset Outdoors, a local organization that provides mental health resources to the school. Mr. Moriarty and Mr. Lazarchak will be joint presenters at the 2025 Festival of Education in October. Director Dettmar congratulated Mr. Lazarchak on this accomplishment.

Director Makary led the Joint Committee in thanking Deb Miller for her years of dedicated service to BAVTS.

There being no further business, on a motion by Director Makary, seconded by Director White and all present voting in favor, the meeting was adjourned at 7:24 p.m.

CONDITION OF BUDGET
REVENUE/EXPENSE REPORT
June 30, 2025 - UNAUDITED

ACCOUNT NUMBER	DESCRIPTION	ORIGINAL BUDGET	BUDGET REVISIONS	YEAR-TO-DATE ACTIVITY	ENCUMBRANCES	BUDGET BALANCE
10.1110.000.000.000	ACADEMIC PROGRAM	641,430.00	(5,178.00)	631,216.24	-	5,035.76
10.1240.000.000.000	SPECIAL EDUCATION	671,226.00	12,826.00	679,689.89	-	4,362.11
10.1330.000.000.000	HEALTH OCCUP. PROGRAM	528,568.00	131,173.00	655,169.20	-	4,571.80
10.1342.000.000.000	HOME ECONOMICS PROGRAM	922,443.00	18,197.00	927,796.81	-	12,843.19
10.1370.000.000.000	TECHNICAL PROGRAM	158,257.00	(687.00)	154,988.17	-	2,581.83
10.1380.000.000.000	TRADE & INDUSTRY PROGRAM	4,717,375.00	(145,889.00)	4,529,551.33	-	41,934.67
10.1700.000.000.000	HIGHER EDUCATION	10,000.00	(10,000.00)	-	-	-
10.2100.000.000.000	STUDENT SERVICES	1,510,698.00	75,184.50	1,491,723.62	-	94,158.88
10.2270.000.000.000	STAFF DEVELOPMENT - INSTRUCTIONAL	120,768.00	(18,784.50)	83,708.10	-	18,275.40
10.2310.000.000.000	BOARD SECRETARY	3,631.00	-	3,007.40	-	623.60
10.2320.000.000.000	BOARD TREASURER	1,655.00	-	1,562.85	-	92.15
10.2350.000.000.000	LEGAL SERVICES	60,000.00	(6,000.00)	48,593.52	-	5,406.48
10.2360.000.000.000	OFFICE OF THE DIRECTOR	459,370.00	(2,679.00)	444,637.03	-	12,053.97
10.2380.000.000.000	OFFICE OF THE PRINCIPAL	628,778.00	5,713.00	624,578.83	-	9,912.17
10.2440.000.000.000	PUPIL HEALTH - FIRST AID	105,901.00	1,884.00	106,263.17	-	1,521.83
10.2511.000.000.000	BUSINESS OFFICE	631,795.00	(30,888.00)	581,961.46	-	18,945.54
10.2600.000.000.000	OPERATIONS & MAINTENANCE	2,210,628.00	(207,982.00)	1,881,010.69	-	121,635.31
10.2660.000.000.000	SECURITY SERVICES	57,628.00	3,249.00	57,885.14	-	2,991.86
10.2830.000.000.000	STAFF DEVELOPMENT - NON-INST.	29,000.00	(17,769.00)	8,961.44	-	2,269.56
10.2840.000.000.000	DATA PROCESSING - TECHNOLOGY	657,615.00	(47,887.00)	594,868.65	-	14,859.35
10.3210.000.000.000	SCHOOL SPONSORED ACTIVITIES	106,528.00	(10,053.00)	88,447.09	-	8,027.91
10.3350.000.000.000	WELFARE ACTIVITIES	5,000.00	2,250.00	6,699.72	-	550.28
10.3390.000.000.000	COMMUNITY SERVICES	109,605.00	(598.00)	103,662.30	-	5,344.70
10.4300.000.000.000	IMPROVEMENT PROJECTS	-	1,383.00	-	-	1,383.00
10.4600.000.000.000	IMPROVEMENT EXPENSES	75,000.00	52,637.00	99,024.65	-	28,612.35
10.5100.000.000.000	REFUND OF PRIOR YEAR RECEIPTS	-	-	-	-	-
10.5230.000.000.000	CAPITAL RESERVE TRANSFERS	100,000.00	249,898.00	1,706,923.48	-	(1,357,025.48)
10.5251.000.000.000	FOOD SERVICE TRANSFERS	50,000.00	(25,000.00)	25,000.00	-	-
10.5220.000.000.000	HOUSE PROJECT FUND TRANSFER	-	-	-	-	-
10.5900.000.000.000	BUDGETARY RESERVE	25,000.00	(25,000.00)	-	-	-
	TOTAL FOR GENERAL FUND	14,597,899.00	-	15,536,930.78	-	(939,031.78)
	TOTAL EXPENSES	14,597,899.00	-	15,536,930.78	-	(939,031.78)
	EXCESS OF REVENUE OVER EXPENSES			434,771.97		

CONDITION OF BUDGET
REVENUE/EXPENSE REPORT
June 30, 2025 - UNAUDITED

ACCOUNT NUMBER	DESCRIPITION	ORIGINAL BUDGET	YEAR-TO-DATE ACTIVITY	BUDGET BALANCE
10.6510.000.000.000	INTEREST ON INVESTMENTS	10,000.00	40,573.98	-30,573.98
10.6910.000.000.000	RENTALS	6,000.00	5,500.00	500.00
10.6920.000.000.000	CONTRIBUTIONS AND DONATIONS	250.00	-	250.00
10.6946.000.000.000	PRIOR YEAR EXCESS REVENUES FOR TRANSFER	-	1,357,025.48	-1,357,025.48
10.6946.001.000.000	RECEIPTS FROM BASD	7,052,064.00	7,052,064.00	0.00
10.6946.002.000.000	RECEIPTS FROM NASD	3,140,829.00	3,140,829.00	0.00
10.6946.003.000.000	RECEIPTS FROM SVSD	1,080,587.00	1,080,587.00	0.00
10.6950.000.000.000	TUITION FROM OTHER DISTRICT	-	-	0.00
10.6980.000.000.000	REV. FROM COMMUNITY SERVICE ACTIVITIES	100,000.00	69,984.17	30,015.83
10.6990.000.000.000	MISCELLANEOUS REVENUE	2,000.00	2,357.58	-357.58
10.7220.000.000.000	VOCATIONAL EDUC. SUBSIDY	1,143,686.00	1,652,346.76	-508,660.76
10.7220.000.240.000	PDE EQUIPMENT GRANT	25,000.00	48,677.45	-23,677.45
10.7230.000.000.000	OTHER STATE GRANTS	-	-	0.00
10.7332.000.330.000	FEMININE HYGIENE PRODUCTS GRANT	-	2,315.25	-2,315.25
10.7362.000.360.000	PCCD ACT 55 GRANT	140,000.00	5,294.55	134,705.45
10.7362.000.360.001	PCCD ACT 55 GRANT	-	5,102.18	-5,102.18
10.7509.000.219.000	SUPPLEMENTAL EQUIPMENT GRANT	300,000.00	328,205.95	-28,205.95
10.7810.000.000.000	SOC. SEC. REIMBURSEMENT	224,172.00	134,569.25	89,602.75
10.7820.000.000.000	RETIREMENT REIMBURSEMENT	1,027,329.00	629,193.77	398,135.23
10.8521.000.663.000	FEDERAL	345,982.00	376,794.88	-30,812.88
10.8749.000.987.000	PCCD GRANT	-	36,820.50	-36,820.50
10.8755.000.998.000	ARP ESSER GRANT	-	-	0.00
10.9400.000.000.000	PROCEEDS FROM SALE OF FIXED ASSETS	-	3,461.00	-3,461.00
	TOTALS FOR GENERAL FUND	14,597,899.00	15,971,702.75	-1,373,803.75
	TOTAL REVENUES	14,597,899.00	15,971,702.75	(1,373,803.75)