

October 3, 2023

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 7:05 p.m. at the Bethlehem Area Vocational-Technical School, 3300 Chester Avenue, Bethlehem, PA, for general purposes.

Members Present: Directors Donaher, Patrick, Kim Shively (alternate for Director Schenkel), Dettmar, Eichfeld, Makary, Gogel - seven; Absent: Director Faccinotto, Schenkel, White – three.

Others Present: Mr. Joseph Kovalchik, Superintendent of Northampton Area School District and BAVTS Superintendent of Record, Mr. Adam S. Lazarchak, Executive Director of BAVTS; Mr. Donald Spry, II, Solicitor; Mrs. Debra Miller, Business Administrator; Mrs. Susan Fahrenkopf, Secretary/Treasurer, and interested staff members.

An Executive Session was held before the regular meeting to discuss personnel matters.

The minutes of the Regular Meeting held on September 5, 2023 and the Special Meeting held on September 21, 2023, were approved on motion of Directors Patrick and Dettmar and unanimous voice vote.

The Report of the Secretary/Treasurer for the period ending August 31, 2023, was approved on motion of Directors Eichfeld and Patrick and unanimous voice vote.

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

August 31, 2023

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL					
FUND NAME	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE	
	August 1, 2023			August 31, 2023	
General includes PLGIT/CD	2,539,289.22	1,297,549.78	(859,592.93)	2,977,246.07	
House Project	195,915.92	2.98	(15,155.84)	180,763.06	
Production	105,248.00	5,154.28	(7,593.76)	102,808.52	
Capital Reserves includes PLGIT/CD	2,941,819.09	111,847.17	(133,189.78)	2,920,476.48	
Payroll	10,759.52	592,509.67	(593,222.27)	10,046.92	
Cafeteria	117,653.49	1,558.10	(4,956.59)	114,255.00	
Adult Education includes PLGIT/CD	250,531.94	41,536.14	(36,852.57)	255,215.51	
Student Activities	37,971.48	0.80	(840.00)	37,132.28	
TOTALS	6,199,188.66	2,050,158.92	(1,651,403.74)	6,597,943.84	

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

August 1, 2023 1,766,122.50

RECEIPTS

Production	5,152.59	
Interest	36.05	
District Contrib.	704,083.00	
District Contrib./Auth.		
State / Fed Funds	584,044.07	
Tuition	0.00	
Other	4,740.70	
Transfers - PLGIT		
Inter-Fund Transfers	0.00	1,298,056.41

DISBURSEMENTS

Prepaid Bills	(42,365.43)	
Bill Listings	(255,138.66)	
Payroll	(578,325.67)	
Other--Authority Bond		
Fees	(248.56)	
Void Checks		
Transfers - PLGIT		(876,078.32)

August 31, 2023	ADJ BOOK BALANCE	2,188,100.59
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BANK RECONCILIATION

August 31, 2023

Bank Balance	2,189,719.22	
Memo		
Outstanding Checks	(1,618.63)	
Deposit in Transit	0.00	
August 31, 2023	ADJ BANK BALANCE	2,188,100.59

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

August 31, 2023

PA LOCAL GOVERNMENT INVESTMENT TRUST (GENERAL FUND)

August 1, 2023		1,074,330.64
Transfers In	0.00	
Interest	4,650.63	
P Card purchases	(6,264.21)	
Transfers Out		
Transfers Out-CD purch		
August 31, 2023	ADJ BOOK BALANCE	1,072,717.06

BANK RECONCILIATION

August 31, 2023

Bank Balance	1,072,717.06
Deposit in Transit	
Outstanding Checks	
August 31, 2023	ADJ BANK BALANCE
	1,072,717.06

Average Yield for Aug 2023 is 5.12%

CAPITAL RESERVES - EMBASSY BANK

August 1, 2023		121,820.47
Receipts	100,000.00	
Interest	4.15	
Void Checks	0.00	100,004.15
Fees		
Disbursements	(33,189.78)	(33,189.78)
August 31, 2023	ADJ BOOK BALANCE	188,634.84

BANK RECONCILIATION

August 31, 2023

Bank Balance	188,634.84
Memos	
Outstanding Checks	0.00
Deposit in Transit	0.00
August 31, 2023	ADJ BANK BALANCE
	188,634.84

PA LOCAL GOVERNMENT INVESTMENT TRUST (CAPITAL RESERVES)

August 1, 2023		2,819,998.62
Transfers In		
Interest	11,843.02	
Transfers Out	(100,000.00)	
Transfers Out-CD purch	0.00	
August 31, 2023	ADJ BOOK BALANCE	2,731,841.64

BANK RECONCILIATION

August 31, 2023

Bank Balance	2,731,841.64
Outstanding Checks	0.00
August 31, 2023	ADJ BANK BALANCE
	2,731,841.64

Average Yield for Aug 2023 is 5.12%

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

August 31, 2023

PAYROLL FUND - EMBASSY BANK

August 1, 2023			10,759.52
	Receipts	592,507.91	
	Interest	1.76	
	Void Checks		592,509.67
	Fees		
	Disbursements	(593,222.27)	(593,222.27)
August 31, 2023	ADJ BOOK BALANCE		10,046.92

BANK RECONCILIATION

	August 31, 2023		
Bank Balance		75,075.81	
Memos			
Outstanding Checks		(65,028.89)	
Deposit in Transit			
August 31, 2023	ADJ BANK BALANCE		10,046.92

CAFETERIA FUND - EMBASSY BANK

August 1, 2023			117,653.49
	Receipts	1,555.65	
	Transfers		
	Interest	2.45	1,558.10
	Disbursements	(4,956.59)	
	Void Check		(4,956.59)
August 31, 2023	ADJ BOOK BALANCE		114,255.00

BANK RECONCILIATION

	August 31, 2023		
Bank Balance		114,304.85	
Memos		0.00	
Outstanding Checks		(49.85)	
Deposit in Transit		0.00	
August 31, 2023	ADJ BANK BALANCE		114,255.00

ADULT EDUCATION FUND - EMBASSY BANK

August 1, 2023			250,531.94
	Receipts	41,531.06	
	PLGIT Transfers	0.00	
	Interest	5.08	41,536.14
	Disbursements	(36,852.57)	
	Void Checks	0.00	
	PLGIT Transfer	0.00	(36,852.57)
August 31, 2023	ADJ BOOK BALANCE		255,215.51

BANK RECONCILIATION

	August 31, 2023		
Bank Balance		251,660.85	
Memos		0.00	
Outstanding Checks		0.00	
Deposit in Transit		3,554.66	
August 31, 2023	ADJ BANK BALANCE		255,215.51

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

October 3, 2023

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

August 31, 2023

STUDENT ACTIVITY ACCT -EMBASSY BANK

August 1, 2023			37,971.48
	Receipts	0.00	
	Other		
	Interest	0.80	0.80
	Disbursements	(840.00)	
	Other--Ret'd Check		
	Voided Check	0.00	(840.00)
August 31, 2023	ADJ BOOK BALANCE		37,132.28

BANK RECONCILIATION

August 31, 2023

Bank Balance	37,132.28
Outstanding Checks	0.00
Deposit in Transit	0.00
August 31, 2023	ADJ BANK BALANCE
	37,132.28

REPORT OF DEPOSITORIES

August 31, 2023

EMBASSY BANK

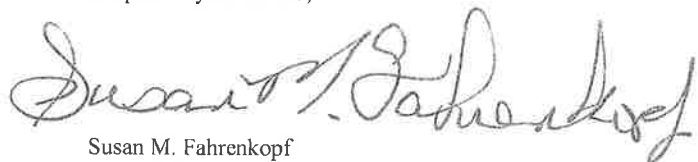
General Fund	2,189,719.22
Capital Reserve	188,634.84
Payroll Account	75,075.81
Cafeteria Fund	114,304.85
Adult Ed. Fund	251,660.85
Student Activity Fund	37,132.28

PLGIT

PLGIT General Fund	1,072,717.06	
PLGIT CD (General Fund)	0.00	1,072,717.06
PLGIT Capital Reserve	2,731,841.64	
PLGIT CD (Cap Reserve)	0.00	2,731,841.64
PLGIT Adult Fund	0.00	
PLGIT CD (Adult Fund)	0.00	0.00

TOTAL BANK BALANCES 6,661,086.55

Respectfully submitted,



Susan M. Fahrenkopf
Secretary/Treasurer

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

PAYMENT OF BILLS

RECOMMENDATION:

a.) GENERAL BUDGET

That the bills through October 3, 2023 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 Donaher

SECOND BY: Director Dettmar

ROLL CALL

Motion carried by the following roll call vote: Aye:

Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,

Gogel – seven Nay: none

REPORT DATE
10/3/2023

BETHLEHEM AREA VOCATIONAL TECHNICAL SCHOOL

EMBASSY BANK - GENERAL FUND

CHECK DATE	PREPAY	Check NUMBER	VENDOR	Amount	DESCRIPTION
9/6/2023	Y	32181	PP&L	\$ 17,811.88	ELECTRIC SERVICE
9/6/2023	Y	32182	VERIZON WIRELESS	\$ 249.86	CELL PHONE SERVICE
9/13/2023	Y	32183	SCOTT FERRY	\$ 1,044.00	TUITION REIMBURSEMENT
9/13/2023	Y	32184	UGI ENERGY SERVICES LLC	\$ 657.45	GAS SERVICE
9/13/2023	Y	32185	UGI UTILITIES	\$ 1,567.13	GAS SERVICE
9/13/2023	Y	32186	WORKHORSE LANDSCAPING & EXCAVATING	\$ 2,375.00	LAWN SERVICE
9/14/2023	Y	32187	NRG BUSINESS MARKETING	\$ 93.02	23-24 GAS SUPPLY
9/18/2023	Y	32188	MAKERBOT INDUSTRIES LLC	\$ 505.50	REISSUE OF LOST CHECK
9/20/2023	Y	32189	CANON FINANCIAL SERVICES, INC.	\$ 1,300.17	COPIER MAINTANCE FEES
9/20/2023	Y	32190	CITY OF BETHLEHEM	\$ 1,813.36	23-24 WATER BILL
9/20/2023	Y	32191	SERVICE ELECTRIC CABLE TV	\$ 97.15	PHONE SERVICE
9/20/2023	Y	32192	EMBASSY BANK -	\$ 9,112.60	SUPPLIES-VARIOUS, FOOD, MEMBERSHIP DUES
9/26/2023	Y	32193	WEX BANK	\$ 327.55	FUEL
10/3/2023		32194	ADVANCE AUTO PARTS	\$ 385.67	AUTO TECH SUPPLIES
10/3/2023		32195	AIRGAS USA, LLC	\$ 8.29	WELDING SUPPLIES
10/3/2023		32196	ALBARELL ELECTRIC INC.	\$ 647.05	MAINTENANCE SUPPLIES
10/3/2023		32197	ALL-PHASE ELECTRIC SUPPLY CO.	\$ 3,116.99	ELECTRICAL & HVAC SUPPLIES
10/3/2023		32198	AMAZON CAPITOL SERVICES	\$ 6,431.60	SUPPLIES-INSTRUCT/MAINT/OFFICE, BOOKS
10/3/2023		32199	AVTEC	\$ 30.00	MEMBERSHIP - COSMETOLOGY
10/3/2023		32200	AYKROYD HARDWARE	\$ 278.04	CARPENTRY SUPPLIES
10/3/2023		32201	B & H FOTO-VIDEO	\$ 5,698.56	VIDEO MEDIA SUPPLIES
10/3/2023		32202	BAVTS BRIDGES FOUNDATION	\$ 519.51	22-23 FOOD TRUCK TIPS
10/3/2023		32203	BILL FLANNERY AUTOMOTIVE	\$ 1,423.19	AUTO COLLISION SUPPLIES
10/3/2023		32204	BINDICS CUSTOM EMBROIDERY	\$ 300.00	HVAC SHOP SHIRTS
10/3/2023		32205	BINDICS SCREEN PRINTING	\$ 1,323.60	AUTO TECH SHOP SHIRTS
10/3/2023		32206	BIT DIRECT INC.	\$ 4,819.36	TECHNOLOGY SUPPLIES
10/3/2023		32207	BON TOOL COMPANY	\$ 1,175.40	MASONRY SUPPLIES
10/3/2023		32208	BURMAX CO.	\$ 1,301.09	COSMOTOLOGY SPLIES
10/3/2023		32209	CAROLINA BIOLOGICAL SUPPLY CO.	\$ 214.20	HEALTH CAREERS SUPPLIES
10/3/2023		32210	CARTRIDGE XCHANGE LL	\$ 818.25	TONER - OFFICES, INSTRUCTIONAL & TECH
10/3/2023		32211	CENGAGE LEARNING	\$ 16,108.68	COSMO & HEALTH CAREERS BOOKS

10/3/2023	32212	CHRIN HAULING, INC	\$	2,175.00	TRASH REMOVAL
10/3/2023	32213	CHRISTMAS CITY STUDIO	\$	5,872.10	STUDENT ID BADGES 23-24
10/3/2023	32214	CLARK SERVICE GROUP INC	\$	756.75	SERVICE CALL - CULINARY DEPT
10/3/2023	32215	CM REGENT LLC	\$	2,595.59	OCT LIFE/LTD
10/3/2023	32216	COL. NORTH. I.U. 20	\$	600.00	TECHNOLOGY POOL - PROF SVCS
10/3/2023	32217	CURTO TOY MFG. CO. LTD.	\$	601.00	SCHOOL SPIRIT ITEMS
10/3/2023	32218	DOCUMENT SYSTEMS LTD.	\$	336.82	POSTAGE MACHINE SUPPLIES
10/3/2023	32219	EAST LAWN SUPPLY	\$	235.95	MAINTENANCE SUPPLIES
10/3/2023	32220	EASTERN AUTOPARTS WAREHOUSE	\$	1,121.81	AUTO TECH SUPPLIES
10/3/2023	32221	EBTEP	\$	155,168.61	OCT MEDICAL/DENTAL/PRESCRIPTION BENEFITS
10/3/2023	32222	ERIC ARMAN INCORPORATED	\$	89.85	MATH ONLINE SUBSCRIPTION
10/3/2023	32223	FULLER PAPER CO.	\$	210.00	MAINTENANCE SUPPLIES
10/3/2023	32224	GORMAN & ASSOCIATES P.C.	\$	8,459.70	ANNUAL AUDIT 22-23 - PARTIAL BILLING
10/3/2023	32225	HIGHMARK BLUE SHIELD	\$	1,075.79	OCT VISION BENEFITS
10/3/2023	32226	HOME DEPOT CREDIT SVCS.	\$	688.23	MAINT, ELEC. TECH. & HOUSE PROJECT SUPPLIES
10/3/2023	32227	ICEV MULTIMEDIA	\$	2,750.00	HEALTH CAREERS ONLINE CURRICULUM
10/3/2023	32228	IDENTISYS INCORPORATED	\$	2,165.32	TECHNOLOGY SUPPLIES - PRINTER
10/3/2023	32229	IMMERSIVE ENGINEERING INC	\$	1,750.00	PREC. MACHINING ONLINE CURRICULUM
10/3/2023	32230	INTEGRA ONE	\$	22,637.35	TECHNOLOGY SUPPLIES
10/3/2023	32231	INTEGRITEC INC.	\$	225.00	WATER TREATMENT
10/3/2023	32232	JM SWANK LLC	\$	3,182.64	BAKING SUPPLIES
10/3/2023	32233	KING SPRY HERMAN FREUND FAUL	\$	4,987.67	SOLICITOR'S FEES & DEI TRAINING
10/3/2023	32234	L.V. JANITORIAL SUPPLY	\$	3,009.80	MAINTENANCE SUPPLIES
10/3/2023	32235	LANCASTER LEBANON I.U. 13	\$	3,682.50	TECH SOFTWARE SUBSCRIPTION
10/3/2023	32236	LEHIGH UNIVERSITY	\$	1,500.00	2023-2024 MEMBERSHIP DUES
10/3/2023	32237	LOWES BUSINESS ACCOUNT	\$	603.17	BUILDING TRADES & HOUSE PROJECT SUPPLIES
10/3/2023	32238	MARK HILLIARD	\$	485.26	VMA REPAIRS
10/3/2023	32239	MASTERMAN'S	\$	738.99	SAFETY GLASSES
10/3/2023	32240	MCMaster-CARR SUPPLY CO.	\$	668.63	MAINTENANCE & PREC MACHINING SUPPLIES
10/3/2023	32241	MORE MILES AUTOMOTIVE LLC	\$	193.04	SCHOOL VEHICLE INSPECTIONS
10/3/2023	32242	MOUSER ELECTRONICS	\$	76.57	ELECTRONICS SUPPLIES
10/3/2023	32243	MOYER LUMBER & HARDWARE	\$	4,283.28	CARPENTRY SUPPLIES
10/3/2023	32244	MOYER PEST CONTROL	\$	126.38	PEST CONTROL
10/3/2023	32245	MSC INDUSTRIAL SUPPLY CO.	\$	3,700.08	PREC. MACH. SUPPLIES
10/3/2023	32246	NAPA AUTO PARTS	\$	1,063.57	AUTO TECH SUPPLIES
10/3/2023	32247	NATIONAL TIME AND SIGNAL CORPORATION	\$	365.36	CLOCKS - MAINTENANCE SUPPLIES
10/3/2023	32248	NEJM JOURNAL WATCH	\$	85.00	MED SCIENCE - JOURNAL SUBSCRIPTION

10/3/2023	32249	NETSUPPORT INCORPORATED	\$	1,039.90	TECHNOLOGY SOFTWARE
10/3/2023	32250	NEW PRECISION TECHNOLOGY	\$	252.45	GRAPHIC ARTS SUPPLIES
10/3/2023	32251	NOCTI	\$	140.00	NOCTI TESTING
10/3/2023	32252	NORTHEAST COMMERCIAL SHARPENING	\$	72.00	BAKING - SHARPENING SERVICES
10/3/2023	32253	PA CO-OP ED ASSN.	\$	50.00	PCEA MEMBERSHIP
10/3/2023	32254	PERFORMANCE SCREEN SUPPLY	\$	204.49	GRAPHIC ARTS SUPPLIES
10/3/2023	32255	PREMIUM SIGN SUPPLIES INC.	\$	571.33	GRAPHIC ARTS & MAINT SUPPLIES
10/3/2023	32256	QUILL CORP.	\$	3,004.86	INSTRUCTIONAL & OFFICE SUPPLIES
10/3/2023	32257	R.E. MICHEL	\$	5,463.88	HVAC SUPPLIES
10/3/2023	32258	R.J.WALKER	\$	9,904.21	PLUMBING SUPPLIES
10/3/2023	32259	RICHTER DRAFTING AND OFFICE SUPPLY CO.	\$	100.00	SHREDDING SERVICE
10/3/2023	32260	SAFETY KLEEN	\$	904.67	AUTO TECH & COLLISION MACHINE CLEANING
10/3/2023	32261	SAN MAR CORPORATION	\$	289.25	GRAPHIC ARTS SUPPLIES
10/3/2023	32262	SCHOOL NURSE SUPPLY	\$	153.85	NURSE SUPPLIES
10/3/2023	32263	SDIC	\$	18,090.64	WORKERS COMP
10/3/2023	32264	SKILLS USA COUNCIL	\$	2,967.43	QUARTERLY SERVICES
10/3/2023	32265	SMOCKERS	\$	627.00	COSMO SUPPLIES
10/3/2023	32266	STATE CHEMICAL	\$	290.36	DRAIN MAINTENANCE SERVICE
10/3/2023	32267	STUKENT	\$	3,899.00	SOCIAL MEDIA MARKETING ONLINE LICENSE
10/3/2023	32268	SYSCO	\$	9,264.62	CULINARY, CULINARY EVENTS & BAKING SUPPLIES
10/3/2023	32269	TEACHERS PAY TEACHERS	\$	74.45	SOCIAL MEDIA SUPPLIES
10/3/2023	32270	THE MORNING CALL	\$	934.94	CLASSIFIED AD
10/3/2023	32271	ULINE	\$	1,153.87	MAINTENANCE SUPPLIES
10/3/2023	32272	UNITED SITE SERVICES	\$	484.29	PORT O POTTY HOUSE PROJECT & FOOD TRUCK
10/3/2023	32273	W.W. GRAINGER	\$	661.36	HVAC SUPPLIES
10/3/2023	32274	WILSON PRODUCTS	\$	2,238.99	CYLINDER RENTALS & WELDING SUPPLIES
10/3/2023	32275	WOLTERS KLUWER	\$	42.94	MED SICENCE SUBSCRIPTION RENEWAL
10/3/2023	32276	WURTH USA INC.	\$	2,338.47	AUTO TECH SUPPLIES
10/3/2023	32277	YOURNEWSCHOOL	\$	702.08	COSMO SUPPLIES
10/3/2023	32278	ASL REFRIGERATION INC.	\$	45,360.00	BAKE SHOP WALKIN REFRIG./FREEZER

TOTAL

\$ 431,102.29

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

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 appointments be approved:

Christina Miskovich

Position: Part-time Instructional Assistant
(replacement for Katelyn Gyory)
Salary/Benefits: \$21.50 per hour, with no health benefits.
All other terms in accordance with the
Instructional Assistants Agreement

Effective: October 2, 2023, pending receipt of
all required paperwork

Pinelopi Alestas

Position: Part-Time School Lunch Utility Person
Salary/Benefits: \$13.50 per hour for the 2022-2023 school year, with no
benefits

Effective: October 4, 2023 pending receipt of all required
Paperwork

Additional Info: Ms. Alestas has been working as an approved substitute in
this capacity since September of 2020. Previously Co-op
students have filled these duties; however scheduling,
transportation issues and transition to an earlier lunch start
time made this challenging.

- b. That the following individuals be granted a Family Medical Leave:

Employee #0440: Effective 8/31/23 through 10/28/23

MOTION BY: Director Makary
SECOND BY: Director Patrick
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,
Gogel – seven Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

2. MEMORANDUM OF UNDERSTANDING WITH THE CUSTODIAL/
MAINTENANCE EMPLOYEE GROUP

RECOMMENDATION:

It is recommended that the Joint Committee approve the attached Memorandum of Understanding to the current agreement between the Bethlehem Area Vocational-Technical School and the Bethlehem Area Vocational-Technical School Custodial and Maintenance Employees to adjust compensation for currently employed custodial staff hired after October 5, 2021 and starting rate for newly hired custodial staff. The MOU rate changes shall be effective October 4, 2023.

MOTION BY: Director Makary

SECOND BY: Director Patrick

ROLL CALL

Motion carried by the following roll call vote: Aye:

Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,

Gogel – seven Nay: none

MEMORANDUM OF UNDERSTANDING

**BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
AND
BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL CUSTODIAL AND
MAINTENANCE EMPLOYEES**

This Memorandum of Understanding (“MOU”) between the Bethlehem Area Vocational Technical School (“BAVTS”) and the Bethlehem Area Vocational Technical School Custodial and Maintenance Employees (the “Employees”) is entered into this _____ day of _____, 2023.

WHEREAS, the BAVTS and the Employees entered into an Agreement, dated June 15, 2022 (the “Agreement”); and

WHEREAS, the BAVTS and the Employees wish to modify and amend the Agreement to adjust the hourly rate for custodial employees hired after October 5, 2021 and modify the starting hourly rate for newly hired custodial employees, subject to the terms and conditions set forth herein.

NOW, THEREFORE, IT IS AGREED:

1. The above recitals do form a part of this MOU and are incorporated herein by reference thereto.
2. The Appendix “A” Compensation hourly rate grid in of the Agreement is hereby deleted and replaced in its entirety with the following:

Contract Year	Custodian (hired prior to 7/1/2018)	Custodian (hired between October 5, 2021 and June 30, 2022)	Custodian (hired between July 1, 2022 and June 30, 2023)	Custodian (hired between July 1, 2023 and June 30, 2024)	Custodian (hired between July 1, 2024 and June 30, 2025)	Maintenance
2022-2023	\$26.62	\$20.15	\$19.50			\$29.16
2023-2024 Wages earned 7/1/2023 through 10/3/23	\$27.27	\$20.80	\$20.15	\$19.50		\$30.01

Contract Year	Custodian (hired prior to 7/1/2018)	Custodian (hired between October 5, 2021 and June 30, 2022)	Custodian (hired between July 1, 2022 and June 30, 2023)	Custodian (hired between July 1, 2023 and June 30, 2024)	Custodian (hired between July 1, 2024 and June 30, 2025)	Maintenance
2023-2024 Wages Earned 10/4/2023 through 6/30/2024	\$27.27	\$22.50	\$22.50	\$22.50		\$30.01
2024-2025	\$27.92	\$23.15	\$23.15	\$23.15	\$22.50	\$30.86

3. Appendix "A" Compensation is hereby amended to add the following language:

Effective October 4, 2023, the newly hired custodian starting hourly rate will be \$22.50.

4. Both parties hereto acknowledge that this MOU is the result of "Meet and Discuss", as that term is defined by the Pennsylvania Public Employee Relations Act at 43 P.S. § 1101.301, as amended, and the terms set forth herein are not subject to collective bargaining.

IN WITNESS WHEREOF, and intending to be legally bound thereby, the parties have caused this Memorandum of Understanding to be duly executed the day and year first above written.

SEAL
Attest:

JOINT COMMITTEE OF THE BETHLEHEM
AREA VOCATIONAL-TECHNICAL SCHOOL

Susan Fahrenkopf, Secretary

By: _____
David Gogel, Chairperson

Date: _____

CUSTODIAL AND MAINTENANCE EMPLOYEES
OF THE BETHLEHEM AREA VOCATIONAL-
TECHNICAL SCHOOL

By: _____

Date: _____

By: _____

Date: _____

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

3. COLUMN/SALARY ADJUSTMENTS

RECOMMENDATION:

- a. The following instructor has completed educational requirements to qualify for the following contractual salary schedule change for the 2023-2024 school year.

	<u>CHANGE FROM</u>	<u>CHANGE TO</u>	<u>EFFECTIVE</u>
Scott Ferry	Column A (Intern)	Column B (CT* I)	September 18, 2023

- b. That the following instructor's salary placement be amended as follows:

	<u>CHANGE FROM</u>	<u>CHANGE TO</u>	<u>EFFECTIVE</u>
Emily Hough	Column C (CT*II)	Column E (Bachelors + CT*II)	August 24, 2022

At the September 6, 2022 Joint Committee meeting, Mrs. Hough was approved to move from Column B (CT*I) to Column C (CT* II). Upon further review, she was moved to the incorrect column as she already possessed a Bachelors Degree. As a result we need to make the correction retroactive to the effective date of the originally approved column movement.

*CT (Career and Technical) replaces prior terminology of Voc (Vocational) for certification through PDE.

MOTION BY: Director Makary
SECOND BY: Director Patrick
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,
Gogel – seven Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

4. 2023-2024 SUBSTITUTES

RECOMMENDATION:

That the following individuals be approved as substitutes for the 2023-2024 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.

Cierra Flagg
Christopher Frey (custodial)
Christina Miskovich*
Brandi Wagner

* BAVTS Instructional Assistant

MOTION BY: Director Makary
SECOND BY: Director Patrick
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,
Gogel – seven Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

5. LOCAL ADVISORY COMMITTEE MEMBERS

RECOMMENDATION:

That the individuals on the attached list be approved to serve on the Local Advisory Committee of Bethlehem Area Vocational-Technical School.

MOTION BY: Director Makary

SECOND BY: Director Patrick

ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,
Gogel – seven Nay: none



LOCAL ADVISORY COMMITTEE MEMBERS
2023-2024

Ms. Adrienne Jones
Administrative Director
Career Institute of Technology
5335 Kesslersville Road
Easton, PA 18040
610-258-2857
jones@citvt.com

Ms. Joane Hockenbury
Associate Vice President, Human Resources
Just Born Quality Confections
1300 Stefko Boulevard
Bethlehem, PA 18017
484-895-4058
JHockenbury@justborn.com

Ms. Katherine O. Riess
Marketing Director
King, Spry, Herman, Freund & Faul LLC
One West Broad Street, Suite 700
Bethlehem, PA 18018
610-332-0390 Ext. 257
kriess@kingspry.com

Mr. Chad Rockovits
District Manager
Metz Culinary Management
3395 Murphy Road
Walnutport, PA 18088
856-237-4138
crockovits@metzcorp.com

Mr. David M. Lobach, Jr.
Chairman & CEO
Embassy Bank
P.O. Box 20405
Lehigh Valley, PA 18002
610-882-8801
dlobach@embassybank.com

Mr. Jeffrey Zettlemyer
1304 East Sixth Street
Bethlehem, PA 18015-2110
610-585-1111
zettldr@gmail.com

Mr. Don Cunningham
President & CEO
Lehigh Valley Economic Development Corp.
2158 Avenue C, Suite 200
Bethlehem, PA 18017
610-266-7565
dcunningham@lehighvalley.org
also email:
Diane Milia, Executive Assistant
dmilia@lehighvalley.org

Ms. Karianne Gelinis
VP, Business Development & Talent Supply
Lehigh Valley Economic Development Corp.
2158 Avenue C, Suite 200
Bethlehem, PA 18017
610-266-7565
kgelinis@lehighvalley.org

Mr. Rich Hobbs
President & CEO
Manufacturers Resource Center
7200A Windsor Drive
Allentown, PA 18106
610-628-4575 (office)
484-895-9866 (cell)
rich.hobbs@mrcpa.org

Mr. Andrew Hammer
Executive Director
SkillsUSA Council
3300 Chester Avenue
Bethlehem, PA 18020
610-866-8013, ext. 165
andy@skillsusacouncil.org

Ms. Danielle Joseph
Executive Vice President
Business & Diversity Councils
Greater Lehigh Valley Chamber of Commerce
840 Hamilton Street
Allentown, PA 18101
484-226-0128
daniellej@lehighvalleychamber.org

Mr. Kenneth Nasatka
Director – Automotive, Industry & Mfg.
Northampton Community College
Hartzell Hall 153-A/Commonwealth 127
3835 Green Pond Road
Bethlehem, PA 18020
610-332-6266
610-861-4574
knasatka@northampton.edu

Mr. Tony Marinho
Owner
Curated Hospitality Consulting
610-417-0159
info@curatedlv.com
Website – www.curatedlv.com

Ms. Sarah Lutz
Director of Youth Initiatives
Workforce Board Lehigh Valley
555 Union Boulevard
Allentown, PA 18019
610-841-1126
lutzs@workforcelv.org

Mr. Joseph Kovalchik*
Superintendent
Northampton Area School District
2014 Laubach Avenue
Northampton, PA 18067
610-262-7811
kovalchj@nasdschools.org

Mr. Michael Galler
Supervisor of Curriculum
Bethlehem AVTS
3300 Chester Avenue
Bethlehem, PA 18020
610-866-8013, Ext. 380
gallerm@bavts.org

Mr. Adam Lazarchak
Executive Director
Bethlehem AVTS
3300 Chester Avenue
Bethlehem, PA 18020
610-866-8013, Ext. 103
lazarchaka@bavts.org

* BAVTS Superintendent of Record
(this position is rotated each school year
among the three sending school districts)

REPLACEMENT PAGE

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
October 3, 2023

6. OCCUPATIONAL ADVISORY COMMITTEE MEMBERS

RECOMMENDATION:

That the Joint Committee approve the following Occupational Advisory Committee (OAC) members for the 2023-2024 school year.

First Name	Last Name	Job Title	Company	Shop
Jorge	Bulted	Student	BAVTS	Graphic Communications
Cristina	Carvalho	Student	BAVTS	Graphic Communications
Rachel	Corcoran	Realtor	Coldwell Banker Hearthside-Allentown	Social Media Marketing
Kevin	Fuehrer	Police Officer	Whitehall Township	Protective Services
Angel	Gable	Creative Director	Precision Medical	Graphic Communications
Nicholas	Gold	US Navy Recruiter	US Navy	Electronics Technology
Jessica	Hernandez	Cake Decorator	Redners Market	Baking
Justin	Hoffman		Hilltop Excavating/ Aspire Marketing	Social Media Marketing
Jennifer	Kuehner	Owner	Dog Tags & Wags Dog Grooming	Social Media Marketing
Dave	Mertz	Owner/Operator	Duck Donuts	Baking
Sara	Pagnani	Hostess	Zest	Baking
Teah	Reichard	Co-Owner	John Reichard Home Improvements, LLC	Social Media Marketing
Andrew	Reppert	Estimator	R.L. Reppert	Carpentry/ Building Trades
Zachary	Ricket	Mason	RS Rickert Masonry	Masonry
Jeffrey	Schantz	Account Executive	Nacci Printing, Inc.	Graphic Communications
Lucas	Sinift	Mason	RS Rickert Masonry	Masonry
Shannon	Sostack	Area Director of Sales	Homewood Suites	Social Media Marketing
Lauryn	Stauffer	Technical Support Group Tech	Coty	Mechatronics
Dominic	Titano	Student	BAVTS	Graphic Communications
Jordan	Wheaton	Assistant Project Manager	R.L. Reppert	Carpentry/ Building Trades
Justin	Yearwood	Mason	Preservation Works	Masonry

MOTION BY: Director Makary
SECOND BY: Director Patrick
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,
Gogel – seven Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

7. BUDGET TRANSFERS

RECOMMENDATION:

That the attached budget transfers for October, 2023 be approved as presented.

MOTION BY: Director Makary

SECOND BY: Director Patrick

ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,
Gogel – seven Nay: none

BUDGET TRANSFERS

#	Account	Description	To	From	REASON
1	10.1342.120.000.000	SALARY - REGULAR	\$ 25,000.00		Additional time for Culinary Events - Summer & Sch. Yr.
	10.1342.220.000.000	SOCIAL SECURITY	\$ 1,913.00		Additional time for Culinary Events - Summer & Sch. Yr.
	10.1342.230.000.000	RETIREMENT	\$ 8,500.00		Additional time for Culinary Events - Summer & Sch. Yr.
	10.1380.120.000.000	SALARY - REGULAR	\$ 25,000.00		Reallocate teacher turnover savings
	10.1380.220.000.000	SOCIAL SECURITY	\$ 1,913.00		Reallocate teacher turnover savings
	10.1380.230.000.000	RETIREMENT	\$ 8,500.00		Reallocate teacher turnover savings
	Reallocate available funds for additional Culinary Events Instructor time during the school year and summer culinary events/food truck				
2	10.1380.752.000.048	AUTOMOTIVE TECHNOLOGY EQUIPMENT	\$ 15,695.00		Covered Trailer for Fiat Car Carrier
	10.2143.330.000.000	MENTAL HEALTH SVCS	\$15,695.00		Reallocate available funds
	Reallocate funds for the purchase of a covered trailer for the Fiat as discussed at the August Joint Committee meeting - expected trade in value of \$6,700 for a net cost of \$8,995. Trade-in value recorded as a revenue - sale of fixed assets. PCCD Grant funding will be used for contracted mental health services.				
3	10.4300.330.000.000	OTHER PROFESSIONAL SVCS	\$ 3,380.00		DEI site study
	10.4600.330.000.000	EXISTING BLDG IMPROVE SVCS	\$ 3,380.00		Reallocate funds to appropriate account
	Reallocate budgeted engineering fees to the appropriate account for costs associated with D'Huy's site survey				
4	10.3300.890.000.000	NSLP NEGATIVE BALANCES	\$ 4,000.00		Proper account code for café negative balances
	10.2120.635.000.000	MEALS/REFRESHMENTS	\$ 4,000.00		Reclass to proper account
	Reclass budgeted funds for cafeteria negative balances to proper account per auditor				

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

8. TRAILER PURCHASE/TRADE-IN

INFORMATION:

As previously discussed with the Joint Committee, Administration has recommended the purchase of an enclosed car hauler trailer for use with the Fiat electric vehicle. Administration also recommends that we trade-in our dump trailer to offset the net purchase cost to the school. A budget transfer was on the agenda for the anticipated purchase price of the trailer. The trade-in value will be recorded as a revenue for the sale of fixed assets. Based on the three quotes received, the estimated net cost to the school is \$8,995.

RECOMMENDATION:

That Administration be authorized to purchase an enclosed car hauler trailer and trade-in the current dump trailer; sign any required documents associated with this process; and process payments as required prior to a Joint Committee meeting.

MOTION BY: Director Makary
SECOND BY: Director Patrick
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,
Gogel – seven Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

9. CONTINUING EDUCATION

2023-2024 CONTINUING EDUCATION INSTRUCTORS
RECOMMENDATION:

That the following individual be approved as Continuing Education Instructor for the 2023-2024 school year, at the hourly rate listed, pending receipt of all required paperwork:

Name	Course(s)	Salary
Daniel Berardesca	Cooking With a Chef	\$31.00/hour

MOTION BY: Director Makary

SECOND BY: Director Patrick

ROLL CALL

Motion carried by the following roll call vote: Aye:

Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,

Gogel – seven Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

10. ARP ESSER GRANT PROPOSED REVISION

INFORMATION:

The Administration recommends submitting a revision to PDE for the ARP ESSER grant. The revision would transfer \$6000 from salaries and benefits into supplies to provide for meals and snacks for the planned Navigation Nights in 2023-2024.

RECOMMENDATION:

That the Joint Committee authorize the Administration to submit an ARP ESSER grant revision to reallocate \$6,000 of remaining learning loss funds from salaries and benefits to supplies for Navigation Nights meals and snacks.

MOTION BY: Director Makary
SECOND BY: Director Patrick
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Patrick, Shively, Dettmar, Eichfeld, Makary,
Gogel – seven Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

I.(1.) HEATING COILS FOR DEHUMIDIFICATION

INFORMATIONAL:

Administration is recommending the purchase and installation of heating coil units for the A Wing air handlers to dehumidify the chilled air in the summer time to prevent the development of mold. We are working with D'Huy Engineering to provide more accurate cost estimates and will provide additional information to the Joint Committee at a future meeting. We would propose utilizing Capital Reserve Funds for this project if approved. The initial cost estimate is approximately \$260,000 - \$275,000.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

I.(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

WO #	REQUESTER	SHOP	Description	Request Date	Est Cost	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
*TYPES: 1-BAVTS staff; 2- BAVTS students; 3- General Public; 4-BAVTS Interfund; 5-Schools/Township; 6- NON-Profits										
INTERFUND TRANSFERS:										
24-1	Mike Galler	Culinary	12 Month Staff Luncheon - 35 people 8/17/23		\$ 525.00	4	08/17/23	\$ 525.00	\$525.00	PAID
24-2	Heather Burkhardt	Baking	2-3 Trays of Baked Goods for Northampton OH 8/24/23		\$ 100.00	4	08/24/23	\$ 100.00	\$100.00	PAID
24-3	Jim Gurcsik	Graphics	65 shirts for food truck	08/28/23	\$ 400.00	4			\$0.00	
24-4	Heather Burkhardt	Baking	Liberty Open House 9/13/23	08/30/23	\$ 100.00	4		\$ 100.00	\$100.00	
24-5	Heather Burkhardt	Baking	Freedom Open House 9/6/23	08/30/23	\$ 100.00	4	09/06/23	\$ 100.00	\$100.00	
24-6	Karen Mustonen	Graphics	Uniforms Embroidered	08/31/23	\$ 48.00	4			\$0.00	
24-7	Jeff Bower	Graphics	Decals NOT INTERFUND	09/05/23	\$ 18.00	4			\$0.00	
24-8	Susan Fahrenkopf	Baking	Baked goods for Board Meeting 09/05/23	09/05/23	\$ 40.00	4	09/05/23	\$ 40.00	\$40.00	
24-9	Dana Huber	Graphics	Directional arrow signs	09/07/23	\$ 18.00	4		\$ 18.00	\$18.00	
24-10	Heather Burkhardt	Baking	Baked goods for Northampton MS Open House (9/14/23)	09/11/23	\$ 200.00	4		\$ 200.00	\$200.00	
24-11	Susan Fahrenkopf	Baking	Breakfast for CTE Meeting 9/29/23	09/15/23	\$ 12.00	4			\$0.00	
24-12	Susan Fahrenkopf	Food Truck	Light refreshments for Electric Car reveal	09/18/23	\$ 700.00	4	09/20/23	\$ 700.00	\$700.00	
24-13	Student Services	Graphics	Window cling covering	09/21/23	\$ 72.00	4			\$0.00	
24-14	Jeff Bower	Graphics	Fire elevator signs	09/21/23	\$ 10.00	4			\$0.00	
24-100	Terry Wagner	Culinary	Catering for baby shower (09/09/2023)	08/18/23		3		1,800.00	\$1,800.00	Paid 09/11/23
24-101	Mike Galler	Culinary	Wings for 25 People (09/01/23)	08/24/23		1	09/01/23	50.00	\$50.00	Paid 9/1/23
24-102	Bethlehem Rotary	Baking	200 wrapped logo cookies for Taste & Tunes (Oct. 20th)	09/07/23		6			\$0.00	
24-103	Dana Huber	Baking	150 wrapped embossed cookies (Oct. 12th)	09/07/23		1			\$0.00	
24-104	Dana Huber	Culinary	Ribs, Carrots, Potatoes, Rolls for approx. 40 (Oct. 12th)	09/07/23		1			\$0.00	
24-105	Dawn Sutter	Culinary	Food for small party (12/01/23)	09/08/23		1			\$0.00	
24-106	Susan Fahrenkopf	Culinary	Bridges Luncheon (9/19/2023) \$14.00x16people	09/05/23		3	09/19/23	224.00	\$224.00	Paid 09/25/23
24-107	Greta Wilmot	Culinary	No egg birthday cake	09/25/23		1			\$0.00	
24-200	Paula Cuchran	Auto Tech	New Engine	08/10/23	4,000.00	1			\$0.00	

24-201	Mike Galler	Auto Tech	Rav4 - Oil Change & Rotate Tires	08/21/23	25.00	1	09/11/23	46.67	\$46.67	Paid 09/12/23
24-202	Mike Galler	Auto Tech	Kia - Oil Change & Cabin Filter	08/21/23	30.00	1	09/01/23	30.00	\$30.00	Paid 09/05/23
24-203	Steve Mantz	Auto Tech	VW Beetle - Pre Inspection/ clicking noise in front brakes	08/29/23		1			\$0.00	
24-204	Craig Mosser	Auto Tech	Mazda CX5 - Oil Change	08/31/23	30.00	1	09/08/23	33.89	\$33.89	Paid 09/08/23
24-205	Karen Mustonen	Auto Tech	Acura TSX - Oil Change	08/31/23	0.00	1	09/14/23		\$0.00	Paid 09/14/23
24-206	Karen Mustonen	Auto Tech	Acura MDX - Oil Change	08/31/23	0.00	1	09/24/23	0.00	\$0.00	Paid 09/14/23
24-207	Jodi Williams	Auto Tech	Ford F150 - Pre Inspection	08/31/23	0.00	3	01/13/00	0.00	\$0.00	
24-208	Heather Chilcote	Auto Tech	Toyota 4Runner - Oil Change/Alignment	09/01/23		1	09/08/23	69.64	\$69.64	Paid 09/08/23
24-209	Andrew Seeplak	Auto Tech	Ford Mustang - Trans Fluid & Oil Change	09/05/23	50.00	2	09/14/23	30.00	\$30.00	Paid 09/14/23
24-210	Alexie Morales	Auto Tech	Jeep - Tire Change and Balanced	09/05/23	20.00	2	09/26/23	10.00	\$10.00	Paid 09/26/23
24-211	Alexie Morales	Auto Tech	Lexus - Transmission Service	09/05/23	0.00	2	09/22/23	35.24	\$35.24	Paid 9/22/23
24-212	Michael Giamoni	Auto Tech	Ford E250 - OLF	09/05/23	30.00	1			\$0.00	
24-213	Michael Giamoni	Auto Tech	Honda Accord - OLF	09/05/23	30.00	1			\$0.00	
24-214	Angela Dorney	Auto Tech	Mazda CX5 - Oil Change	09/05/23	30.00	1	09/15/23	74.10	\$74.10	Paid 9/18/23
24-215	Anthony Rossetti	Auto Tech	Ford F150 - Oil Change	09/06/23	0.00	2	09/11/23	0.00	\$0.00	Paid 09/11/23
24-216	Deb Miller	Auto Tech	Honda Accord - Check rotors & do alignment	09/11/23		1	09/26/23	116.99	\$116.99	Paid 09/26/23
24-217	Jeff Cantrel	Auto Tech	Jeep - diagnose and repair vibrations	09/11/23		1			\$0.00	
24-218	Dennis Green	Auto Tech	Toyota Tacoma - Tire Rotation, spark plugs, coils,brakes	09/11/23	98.00	3	09/22/23	112.20	\$112.20	Paid 9/22/23
24-219	Connor Drakey	Auto Tech	Hyundai Elantra - Check evap leak	09/12/23		2			\$0.00	
24-220	Alex Glassberg	Auto Tech	Audi - Oil change, air filter, check brakes and tires	09/12/23		1	09/22/23	46.17	\$46.17	Paid 9/22/23
24-221	Luis Santiago	Auto Tech	Check suspension noise	09/13/23		1	09/26/23	0.00	\$0.00	
24-222	Dario Chavez	Auto Tech	Pads, rotors, front end links	09/15/23	245.00	1	09/26/23	378.20	\$378.20	
24-223	Ashley Brothers	Auto Tech	Chevy Tahoe - Hard time starting & smells of gas	09/18/23	TBD	3			\$0.00	
Paid	Jacob Schlitter	Auto Tech	VW Jetta - Oil change	09/18/23		2	09/22/23	0.00	\$0.00	Paid 09/22/23
24-225	Jennifer Klo	Auto Tech	Oil Change	09/19/23		1	09/22/23	37.91	\$37.91	Paid 09/22/23
24-226	Jodi Williams	Auto Tech	TPMS Light, Airbag & Pre - Inspection	09/22/23	TBD	3			\$0.00	
24-227	George Liikenbill	Auto Tech	Oil Change	09/25/23		2			\$0.00	
24-228	Landon Beckowski	Auto Tech	Oil change, transmission flush	09/25/23	60.00	2			\$0.00	

24-229	Justin McCollum	Auto Tech	Ball joints & tires	09/25/23	80.00	2			\$0.00
24-230	Joshua Weierbach	Auto Tech	New Exhaust	09/25/23		2			\$0.00
24-231	Eric Wilmot	Auto Tech	Oil Change	09/25/23	30.00	1			\$0.00
24-232	Connie Muschko	Auto Tech	Replace Starter	09/25/23	150.00	1	09/26/23	156.47	\$156.47 Paid 09/26/23
24-233	Matthew Morales	Auto Tech	Tires Mounted, Balanced	09/26/23		2			\$0.00
24-234	Mariah Plumer	Auto Tech	Oil Change	09/26/23	0.00	2			\$0.00
24-235	Jordan Montague	Auto Tech	Oil Change, tire rotation	09/26/23	30.00	1			\$0.00
24-500	Jerdon Construction	Food Truck	Food Truck Event for 40 people	09/19/23	800.00	3	09/19/23	754.72	\$754.72
24-501	Skills USA	Food Truck	Food Truck Event for Clay Shoot	09/26/23	1,000.00	6			\$0.00
24-600	Joan Dinbokowitz	Graphics	Decals						\$0.00
24-601	Mark James (BASD)	Carpentry	Storywalk Project		946.30			946.30	\$946.30
24-602	Sergio Rivas	Graphics	Shirts for class						\$0.00
24-603	Michael Faccinnetto	Auto Coll.	Remove Rust and Repair Front Bumper	08/23/23		3			\$0.00
24-604	Jennifer Klo	Auto Coll.	Hatch leaking	08/28/23		1	09/25/23	5.00	\$5.00 Paid 09/25/23
24-605	Angela Thom	Graphics	25 Descendants themed coloring books	08/31/23	125.00	1			\$0.00
24-606	Jane Butz	Auto Coll.	Clearcoat/Painting	08/31/23	200.00	3			\$0.00
24-607	David Pinos	Auto Coll.	Paint bike black	09/05/23	5.00	1		0.00	\$0.00
24-608	Dana Huber	Graphics	Wedding Invites & Responses	09/07/23	18.00	2	09/08/23	18.00	\$18.00 Paid 09/11/23
24-609	Lori Kram	Carpentry	Repair candle holder	09/07/23	5.00	2	09/11/23	5.00	\$5.00 Paid 09/11/23
24-610	Brandon Word	Auto Coll.	Damage Inspection	09/08/23	5.00	2			\$0.00
24-611	Karen Mustonen	Building Tr.	Build a cover for Koi Pond	09/13/23		1			\$0.00
24-612	Maria Womer Stiffinella	Graphics	2 Banners	09/21/23	15.00	1			\$0.00
24-613	Tracy Kleintop	Graphics	Shirts	09/21/23	25.00	1			\$0.00
24-614	Shirley Gehman	Graphics	Shirts	09/21/23	29.00	1			\$0.00
24-615	Pinilope Alestas	Graphics	Shirts	09/21/23	31.00	1			\$0.00
24-616	Jennifer Klo	Graphics	Recreate poster	09/25/23	5.00	1			\$0.00

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

October 3, 2023

I. (3.) CONDITION OF THE BUDGET

INFORMATION:

Presented for your information is the statement of the Condition of the Budget ending September 30, 2023.

Respectfully submitted,



Adam S. Lazarchak
Executive Director

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CONDITION OF BUDGET
REVENUE/EXPENSE REPORT
August 31, 2023

ACCOUNT NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR-TO-DATE ACTIVITY	BUDGET BALANCE
10.6510.000.000.000	INTEREST ON INVESTMENTS	2,000.00	9,226.47	-7,226.47
10.6720.000.000.000	BOOKSTORE SALES	-	-	0.00
10.6821.000.000.000	RECEIPTS IU 13 - OTDA GRANT	-	-	0.00
10.6910.000.000.000	RENTALS	6,000.00	1,000.00	5,000.00
10.6920.000.000.000	CONTRIBUTIONS AND DONATIONS	250.00	-	250.00
10.6946.000.000.000	PRIOR YEAR EXCESS REVENUES FOR TRANSFER	-	-	0.00
10.6946.001.000.000	RECEIPTS FROM BASD	6,943,128.00	1,461,712.00	5,481,416.00
10.6946.002.000.000	RECEIPTS FROM NASD	2,878,422.00	454,488.00	2,423,934.00
10.6946.003.000.000	RECEIPTS FROM SVSD	1,015,792.00	160,386.00	855,406.00
10.6949.000.000.000	TUITION - ADULT DAY REGULAR	-	-	0.00
10.6950.000.000.000	TUITION FROM OTHER DISTRICT	-	-	0.00
10.6980.000.000.000	REV. FROM COMMUNITY SERVICE ACTIVITIES	50,000.00	-	50,000.00
10.6990.000.000.000	MISCELLANEOUS REVENUE	2,000.00	52.50	1,947.50
10.7220.000.000.000	VOCATIONAL EDUC. SUBSIDY	1,100,000.00	165,096.00	934,904.00
10.7220.000.240.000	PDE EQUIPMENT GRANT	25,000.00	-	25,000.00
10.7230.000.000.000	OTHER STATE GRANTS	-	-	0.00
10.7362.000.360.000	PCCD ACT 55 GRANT	140,000.00	-	140,000.00
10.7509.000.219.000	SUPPLEMENTAL EQUIPMENT GRANT	150,000.00	-	150,000.00
10.7810.000.000.000	SOC. SEC. REIMBURSEMENT	212,173.00	-	212,173.00
10.7820.000.000.000	RETIREMENT REIMBURSEMENT	983,660.00	-	983,660.00
10.8521.000.663.000	FEDERAL	340,600.00	90,758.25	249,841.75
10.8742.000.988.000	GEER GRANT - COVID-19 CARES ACT	-	-	0.00
10.8745.000.991.000	GEER GRANT II	-	-	0.00
10.8755.000.998.000	ARP ESSER GRANT	507,721.00	25,716.16	482,004.84
10.9400.000.000.000	PROCEEDS FROM SALE OF FIXED ASSETS	-	3,150.00	-3,150.00
	TOTALS FOR GENERAL FUND	14,356,746.00	2,371,585.38	11,985,160.62
	TOTAL REVENUES	14,356,746.00	2,371,585.38	11,985,160.62

CONDITION OF BUDGET
REVENUE/EXPENSE REPORT
August 31, 2023

ACCOUNT NUMBER	DESCRIPTION	ORIGINAL BUDGET	BUDGET REVISIONS	YEAR-TO-DATE ACTIVITY	ENCUMBRANCES	BUDGET BALANCE
10.1110.000.000.000	ACADEMIC PROGRAM	630,953.00	-	9,346.26	502,476.52	119,130.22
10.1240.000.000.000	SPECIAL EDUCATION	656,429.00	-	14,532.12	405,050.90	236,845.98
10.1330.000.000.000	HEALTH OCCUP. PROGRAM	517,194.00	-	6,125.63	386,638.63	124,429.74
10.1342.000.000.000	HOME ECONOMICS PROGRAM	876,396.00	-	16,210.55	606,105.75	254,079.70
10.1370.000.000.000	TECHNICAL PROGRAM	164,042.00	-	6,260.06	92,201.89	65,580.05
10.1380.000.000.000	TRADE & INDUSTRY PROGRAM	4,526,275.00	-	99,999.29	2,656,523.78	1,769,751.93
10.1700.000.000.000	HIGHER EDUCATION	10,000.00	-	-	-	10,000.00
10.2100.000.000.000	STUDENT SERVICES	1,525,994.00	-	58,721.40	1,082,446.72	384,825.88
10.2270.000.000.000	STAFF DEVELOPMENT - INSTRUCTIONAL	105,066.00	-	7,406.98	136.67	97,522.35
10.2310.000.000.000	BOARD SECRETARY	3,633.00	-	100.00	2.14	3,530.86
10.2320.000.000.000	BOARD TREASURER	1,586.00	-	142.00	1.39	1,442.61
10.2350.000.000.000	LEGAL SERVICES	45,000.00	-	-	45,000.00	-
10.2360.000.000.000	OFFICE OF THE DIRECTOR	437,795.00	-	65,952.67	257,818.37	114,023.96
10.2380.000.000.000	OFFICE OF THE PRINCIPAL	433,942.00	-	57,577.14	268,265.22	108,099.64
10.2440.000.000.000	PUPIL HEALTH - FIRST AID	103,455.00	-	1,965.07	66,775.97	34,713.96
10.2511.000.000.000	BUSINESS OFFICE	601,230.00	-	91,510.13	338,111.22	171,608.65
10.2600.000.000.000	OPERATIONS & MAINTENANCE	2,166,535.00	-	260,383.29	355,575.86	1,550,575.85
10.2660.000.000.000	SECURITY SERVICES	57,597.00	-	-	-	57,597.00
10.2830.000.000.000	STAFF DEVELOPMENT - NON-INST.	28,500.00	-	519.15	1,020.56	26,960.29
10.2840.000.000.000	DATA PROCESSING - TECHNOLOGY	656,963.00	-	72,502.01	220,222.58	364,238.41
10.3210.000.000.000	SCHOOL SPONSORED ACTIVITIES	97,554.00	-	-	25.08	97,528.92
10.3390.000.000.000	COMMUNITY SERVICES	53,951.00	-	7,474.64	4,195.70	42,280.66
10.4300.000.000.000	IMPROVEMENT PROJECTS	-	-	-	3,380.00	(3,380.00)
10.4600.000.000.000	IMPROVEMENT EXPENSES	481,656.00	-	-	117,285.24	364,370.76
10.5100.000.000.000	REFUND OF PRIOR YEAR RECEIPTS	-	-	-	-	-
10.5230.000.000.000	CAPITAL RESERVE TRANSFERS	100,000.00	-	-	-	100,000.00
10.5251.000.000.000	FOOD SERVICE TRANSFERS	50,000.00	-	-	-	50,000.00
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	14,356,746.00	-	776,728.39	7,409,260.19	6,170,757.42
	TOTAL EXPENSES	14,356,746.00	-	776,728.39	7,409,260.19	6,170,757.42
	EXCESS OF REVENUE OVER EXPENSES			1,594,856.99		

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

September 5, 2023

I. (3.) HOUSE PROJECT REPORT

Several Joint Committee members toured the house project prior to tonight's meeting to view the progress that has been made. They were pleased with the projects that have been completed.

NEW & MISCELLANEOUS BUSINESS

Mr. Michael Galler, Supervisor of Curriculum, updated the Joint Committee members on the activities of the food truck. Every Tuesday through the end of October from 4:00 p.m. until 7:00 p.m. BAVTS is hosting a food truck event. This started in September and the last several weeks have been very well attended. There have been many requests for the food truck to cater events; unfortunately, at this time there is no availability in the schedule.

Mr. Galler reported that he has secured an articulation agreement with Delaware Valley University for the Protective Services program. He is looking to secure agreements for more programs in the near future.

Staff has started ALICE training to respond to situations such as an active shooter. This training will continue throughout the school year during in-services.

Upcoming Events: BAVTS Open House – Wednesday, October 25
 HOSA Basket Raffle – Saturday, November 18
 Klecknersville Fire Company

There being no further business, the meeting was adjourned at 7:21 p.m. on a motion by Director Patrick, seconded by Director Makary.