

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

3300 Chester Avenue  
Bethlehem, PA 18020

Reorganization Meeting  
BAVTS Joint Committee  
December 4, 2024

1. Meeting called to order by the Solicitor for the purpose of reorganization.
2. Pledge of Allegiance
3. Roll Call
4. Solicitor calls for nominations for Temporary Chairperson.

NOMINATION BY:	NOMINATIONS CLOSED
	MOTION BY:
NOMINATION FOR:	SECOND BY:
	VOICE VOTE

5. Temporary Chairperson assumes chair.
6. Temporary Chairperson calls for nominations for Chairperson for the term of one year.

NOMINATION BY:	NOMINATIONS CLOSED
	MOTION BY:
NOMINATION FOR:	SECOND BY:
	VOICE VOTE

7. Chairperson assumes chair and calls for nominations for Vice Chairperson for the term of one year.

NOMINATION BY:	NOMINATIONS CLOSED
	MOTION BY:
NOMINATION FOR:	SECOND BY:
	VOICE VOTE

8. Yearly Schedule of Joint Committee Meetings
9. Financial Institution Signatures
10. Adjournment

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL  
3300 Chester Avenue  
Bethlehem, PA 18020

December 4, 2024

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

The administration respectfully submits the following information and recommendation:

YEARLY SCHEDULE OF JOINT COMMITTEE MEETINGS

RECOMMENDATION:

That the attached schedule of Joint Committee meeting dates for the 2025 calendar year be approved.

**It was further recommended to continue to list emergency/alternate dates for all meetings, as well as the potential that a meeting be held virtually. Joint Committee members are encouraged to reserve these dates on their calendar as well, should it become necessary to reschedule a regular meeting.**

MOTION BY:  
SECOND BY:  
ROLL CALL

SCHEDULE OF REGULAR MEETINGS OF THE  
BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL JOINT COMMITTEE

The following is a schedule for all regular meetings of the Bethlehem Area Vocational-Technical School for the year 2025. It was requested that an emergency/alternate date be listed in the event that a scheduled meeting is unable to be held.

These meetings will begin at 7:00 p.m. in the ECLC of the Bethlehem Area Vocational-Technical School, 3300 Chester Avenue, Bethlehem, PA. If needed, these meetings will be conducted virtually. The location of the meeting will be posted on the School's publicly accessible website at [www.bethlehemavts.org](http://www.bethlehemavts.org) on the day of the meeting. For virtual meetings, directions for connection to, and participation in, the public meeting will also be published on the School's website.

These meetings will begin at 7:00 p.m. in the ECLC of the Bethlehem Area Vocational-Technical School, 3300 Chester Avenue, Bethlehem, PA.

**Meeting Dates Are Tuesdays (unless otherwise noted with an \*)**

Tuesday, January 7, 2025

*Emergency/alternate date - Wednesday, January 8, 2025*

Tuesday, February 4, 2025

*Emergency/alternate date - Wednesday, February 5, 2025*

Tuesday, March 4, 2025

*Emergency/alternate date - Wednesday, March 5, 2025*

Tuesday, April 1, 2025

*Emergency/alternate date - Wednesday, April 2, 2025*

Tuesday, May 6, 2025

*Emergency/alternate date - Wednesday, May 7, 2025*

\*Wednesday, June 11, 2025

(Wednesday due to sending school graduations and SV Board Meeting)

*Emergency/alternate date - Thursday, June 12, 2025*

Tuesday, July 1, 2025

*(if needed)*

Tuesday, August 5, 2025

*Emergency/alternate date - Wednesday, August 6, 2025*

Tuesday, September 2, 2025

*Emergency/alternate date - Wednesday, September 3, 2025*

Tuesday, October 7, 2025

*Emergency/alternate date - Wednesday, October 8, 2025*

\*Wednesday, November 5, 2025

(Wednesday due to Election Day)

*Emergency/alternate date - Thursday, November 6, 2025*

\*Wednesday, December 3, 2025

(Wednesday due to Reorganization & Regular Meeting)

*Emergency/alternate date - Thursday, December 4, 2025*

The Joint Committee reserves the right to revise this schedule to fit its convenience and circumstances, whereupon due notice will be given as provided by law.

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December 4, 2024

9. 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  
Emily Schenkel  
Susan Fahrenkopf

RECOMMENDATION:

That the Joint Committee approve the replacement of Emily Schenkel with the newly appointed Joint Committee Chairperson, as an approved signer on banking and financial documents.

MOTION BY:

SECOND BY:

ROLL CALL