

December 4, 2024

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 7:17 p.m. at The Factory, 315 Columbia Street, Bethlehem, PA, for general purposes.

Members Present: Directors Michael Faccinetto, Shannon Patrick, Michael Recchiuti, Emily Schenkel, Silagh White, Vivian Demko, Cedric Dettmar, Ross Makary, Kristin Soldridge – nine. Absent: none

Others Present: Mr. Adam S. Lazarchak, Executive Director of BAVTS; Mr. Donald F. Spry, II, Solicitor, Mrs. Susan Fahrenkopf, Secretary/Treasurer; Mrs. Debra Miller, Business Administrator; and interested staff members.

An Executive Session was held prior to the meeting regarding legal matters.

The following minutes were approved on motion of Directors Soldridge and Patrick and unanimous voice vote:

Regular Meeting

November 6, 2024

The Report of the Secretary/Treasurer for the period ending October 31, 2024 was approved on motion of Directors Patrick and Recchiuti and unanimous voice vote.

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

December 4, 2024

**Ladies and Gentlemen:**

Your Treasurer respectfully submits the following report for the period ending

October 31, 2024

<b>BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL</b>					
<b>FUND NAME</b>		<b>BALANCE</b>	<b>RECEIPTS</b>	<b>DISBURSEMENTS</b>	<b>BALANCE</b>
		October 1, 2024			October 31, 2024
General	includes PLGIT/CD	3,031,843.20	1,628,008.46	(901,020.81)	3,758,830.85
House Project		143,360.67	2.41	(1,038.58)	142,324.50
Production		177,999.48	26,896.12	(17,135.05)	187,760.55
Capital Reserves	includes PLGIT/CD	3,186,423.27	361,764.79	(509,656.64)	3,038,531.42
Payroll		14,432.80	545,193.69	(548,017.86)	11,608.63
Cafeteria		97,505.82	21,132.74	(13,487.02)	105,151.54
Adult Education	includes PLGIT/CD	307,044.67	27,339.59	(32,011.26)	302,373.00
Student Activities		42,683.22	3,007.99	(2,100.00)	43,591.21
<b>TOTALS</b>		<b>7,001,293.13</b>	<b>2,613,345.79</b>	<b>(2,024,467.22)</b>	<b>7,590,171.70</b>

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

October 1, 2024					2,405,242.26
	RECEIPTS				
	Production		26,892.94		
	Interest		53.52		
	District Contrib.		1,261,174.86		
	District Contrib./Auth.				
	State / Fed Funds		314,675.11		
	Tuition				
	Other		31,355.09		
	Transfers - PLGIT				
	Inter-Fund Transfers		17,022.97	1,651,174.49	
	DISBURSEMENTS				
	Prepaid Bills		(77,293.83)		
	Bill Listings		(297,576.62)		
	Payroll		(520,166.83)		
	Other--Authority Bond				
	Fees		(464.79)		
	Void Checks				
	Transfers - PLGIT			(895,502.07)	
October 31, 2024	ADJ BOOK BALANCE				3,160,914.68

**BANK RECONCILIATION**

	October 31, 2024				
Bank Balance			3,162,539.53		
Memo					
Outstanding Checks			(4,372.90)		
Deposit in Transit			2,748.05		
October 31, 2024	ADJ BANK BALANCE				3,160,914.68

**Ladies and Gentlemen:**

Your Treasurer respectfully submits the following report for the period ending

October 31, 2024

**PA LOCAL GOVERNMENT INVESTMENT TRUST (GENERAL FUND)**

October 1, 2024		947,961.09
	Transfers In	0.00
	Interest	3,732.50
	P Card purchases	(23,692.37)
	Transfers Out	
	Transfers Out-CD purch	
October 31, 2024	ADJ BOOK BALANCE	928,001.22

**BANK RECONCILIATION**

	October 31, 2024	
Bank Balance		928,001.22
Deposit in Transit		
Outstanding Checks		
October 31, 2024	ADJ BANK BALANCE	928,001.22
Average Yield for Oct 2024 is 4.74%		

**CAPITAL RESERVES - EMBASSY BANK**

October 1, 2024		168,895.47
	Receipts	350,000.00
	Interest	4.80
	Void Checks	0.00
		350,004.80
	Fees	
	Disbursements	(159,656.64)
		(159,656.64)
October 31, 2024	ADJ BOOK BALANCE	359,243.63

**BANK RECONCILIATION**

	October 31, 2024	
Bank Balance		461,129.27
Memos		
Outstanding Checks		(101,885.64)
Deposit in Transit		0.00
October 31, 2024	ADJ BANK BALANCE	359,243.63

**PA LOCAL GOVERNMENT INVESTMENT TRUST (CAPITAL RESERVES)**

October 1, 2024		3,017,527.80
	Transfers In	0.00
	Interest	11,759.99
	Transfers Out	(350,000.00)
	Transfers Out-CD purch	0.00
October 31, 2024	ADJ BOOK BALANCE	2,679,287.79

**BANK RECONCILIATION**

	October 31, 2024	
Bank Balance		2,679,287.79
Outstanding Checks		0.00
October 31, 2024	ADJ BANK BALANCE	2,679,287.79
Average Yield for Oct 2024 is 4.74%		

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

December 4, 2024

**Ladies and Gentlemen:**

Your Treasurer respectfully submits the following report for the period ending

October 31, 2024

**PAYROLL FUND - EMBASSY BANK**

October 1, 2024			14,432.80
	Receipts	545,192.35	
	Interest	1.34	
	Void Checks		545,193.69
	Fees		
	Disbursements	(548,017.86)	(548,017.86)
October 31, 2024	ADJ BOOK BALANCE		11,608.63

**BANK RECONCILIATION**

	October 31, 2024		
Bank Balance		11,608.63	
Memos			
Outstanding Checks		0.00	
Deposit in Transit			
October 31, 2024	ADJ BANK BALANCE		11,608.63

**CAFETERIA FUND - EMBASSY BANK**

October 1, 2024			97,505.82
	Receipts	21,130.75	
	Transfers		
	Interest	1.99	21,132.74
	Disbursements	(13,487.02)	
	Void Check	0.00	(13,487.02)
October 31, 2024	ADJ BOOK BALANCE		105,151.54

**BANK RECONCILIATION**

	October 31, 2024		
Bank Balance		105,081.84	
Memos		0.00	
Outstanding Checks		(30.30)	
Deposit in Transit		100.00	
October 31, 2024	ADJ BANK BALANCE		105,151.54

**ADULT EDUCATION FUND - EMBASSY BANK**

October 1, 2024			307,044.67
	Receipts	27,333.22	
	PLGIT Transfers	0.00	
	Interest	6.37	27,339.59
	Disbursements	(32,011.26)	
	Void Checks	0.00	
	PLGIT Transfer	0.00	(32,011.26)
October 31, 2024	ADJ BOOK BALANCE		302,373.00

**BANK RECONCILIATION**

	October 31, 2024		
Bank Balance		302,002.00	
Memos		0.00	
Outstanding Checks		0.00	
Deposit in Transit		371.00	
October 31, 2024	ADJ BANK BALANCE		302,373.00

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

December 4, 2024

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

October 31, 2024

<b>STUDENT ACTIVITY ACCT - EMBASSY BANK</b>			
October 1, 2024			42,683.22
	Receipts	3,007.07	
	Other		
	Interest	0.92	3,007.99
	Disbursements	(2,100.00)	
	Other--Ret'd Check		
	Voided Check	0.00	(2,100.00)
October 31, 2024	ADJ BOOK BALANCE		43,591.21

<b>BANK RECONCILIATION</b>		October 31, 2024	
Bank Balance		43,558.93	
Outstanding Checks		0.00	
Deposit in Transit		32.28	
October 31, 2024	ADJ BANK BALANCE		43,591.21

**REPORT OF DEPOSITORIES**

October 31, 2024

**EMBASSY BANK**

General Fund	3,162,539.53	
Capital Reserve	461,129.27	
Payroll Account	11,608.63	
Cafeteria Fund	105,081.84	
Adult Ed. Fund	302,002.00	
Student Activity Fund	43,558.93	

**PLGIT**

PLGIT General Fund	928,001.22	
PLGIT CD (General Fund)	0.00	928,001.22
PLGIT Capital Reserve	2,679,287.79	
PLGIT CD (Cap Reserve)	0.00	2,679,287.79
PLGIT Adult Fund	0.00	
PLGIT CD (Adult Fund)	0.00	0.00

**TOTAL BANK BALANCES 7,693,209.21**

Respectfully submitted,



Susan M. Fahrenkopf  
Secretary/Treasurer

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL  
December 4, 2024

PAYMENT OF BILLS

RECOMMENDATION:

a.) GENERAL BUDGET

That the bills through December 4, 2024 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 Patrick  
SECOND BY: Director Demko  
ROLL CALL Motion carried by the following roll call vote: Aye:  
Directors Faccinnetto, Patrick, Recchiuti, Schenkel, White, Demko,  
Dettmar, Makary, Soldridge – nine; Nay: none

REPORT DATE  
12/4/2024

BETHLEHEM AREA VOCATIONAL TECHNICAL SCHOOL

EMBASSY BANK - GENERAL FUND

CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	AMOUNT	DESCRIPTION
11/7/2024	Y	33536	CANON SOLUTIONS AMERICA, INC.	\$ 107.80	COPIER MAINTENANCE FEES
11/7/2024	Y	33537	PENN HOSA INC	\$ 200.00	ADVISOR WORKSHOP FEES
11/7/2024	Y	33538	PP&L	\$ 18,945.64	24-25 ELECTRIC
11/7/2024	Y	33539	VERIZON WIRELESS	\$ 304.83	CELL PHONES
11/7/2024	Y	33540	WEX BANK	\$ 357.89	FUEL FOR VEHICLES
11/13/2024	Y	33541	CANON FINANCIAL SERVICES, INC.	\$ 2,028.59	LEASE RENTAL OF HARDWARE
11/13/2024	Y	33542	CITY OF BETHLEHEM	\$ 2,474.08	24-25 WATER BILL
11/13/2024	Y	33543	COMM OF PA.	\$ 31.00	COSMO. SUPERVISOR CHANGE FEE
11/13/2024	Y	33544	SERVICE ELECTRIC CABLE TV	\$ 98.40	PHONE SERVICE
11/13/2024	Y	33545	UGI ENERGY SERVICES LLC	\$ 907.28	GAS SERVICE
11/13/2024	Y	33546	UGI UTILITIES	\$ 1,858.84	GAS SERVICE
11/18/2024	Y	33547	ALTEK BUSINESS SYSTEMS INC	\$ 1,711.17	COPIER MAINTENANCE FEES
11/20/2024	Y	33548	EMBASSY BANK -	\$ 11,758.41	SUPPLIES, SOFTWARE, MARKETING, TRAVEL, TRANSPORTATION
11/22/2024	Y	33549	DEBRA MILLER PETTY CASH	\$ 40.00	SCHOOL STORE PETTY CASH
12/4/2024		33550	ADVANCE AUTO PARTS	\$ 1,508.90	AUTO TECH SUPPLIES
12/4/2024		33551	ALBERT USTER IMPORTS INC.	\$ 459.58	BAKING SUPPLIES
12/4/2024		33552	ALL-PHASE ELECTRIC SUPPLY CO.	\$ 3,455.76	ELECTRICAL SUPPLIES
12/4/2024		33553	AMAZON CAPITOL SERVICES	\$ 15,021.18	CLASSROOM, OFFICE, MAINTENANCE & FIRST AIDE SUPPLIES
12/4/2024		33554	AUTOZONE	\$ 377.38	AUTO TECH SUPPLIES
12/4/2024		33555	AYKROYD HARDWARE	\$ 1,712.00	PLUMBING SUPPLIES
12/4/2024		33556	BATH SUPPLY	\$ 432.00	PLUMBING SUPPLIES
12/4/2024		33557	BAVTS BRIDGES FOUNDATION	\$ 3,893.36	FOOD TRUCK TIPS
12/4/2024		33558	BETH-HANOVER SUPPLY CO.	\$ 6,793.52	MASONRY SUPPLIES
12/4/2024		33559	BETHLEHEM TOWNSHIP	\$ 55.75	SEWER
12/4/2024		33560	BILL FLANNERY AUTOMOTIVE	\$ 2,381.90	AUTO COLLISION & MAINTENANCE SUPPLIES
12/4/2024		33561	BINDICS EMBROIDERY	\$ 788.00	ELECTRICAL UNIFORMS
12/4/2024		33562	BIT DIRECT INC.	\$ 22,288.54	TECHNOLOGY SUPPLIES, SOFTWARE & EQUIPMENT
12/4/2024		33563	BURMAX CO.	\$ 1,824.94	COSMOTOLOGY SUPPLIES
12/4/2024		33564	CAREERSAFE LLC	\$ 9,600.00	ONLINE OSHA COURSE LICENSES
12/4/2024		33565	CARTRIDGE XCHANGE LL	\$ 700.00	TONER CARTRIDGES, INK CARTRIDGES
12/4/2024		33566	CHA CONSULTING INC.	\$ 5,108.59	RETAINER, PROF SERVICES - VARIOUS CAPITAL PROJECTS

12/4/2024	33567	CHRIN HAULING, INC	\$	1,990.00	TRASH REMOVAL
12/4/2024	33568	CM REGENT LLC	\$	2,782.03	DEC 2024 LIFE/LTD
12/4/2024	33569	EASTERN AUTOPARTS WAREHOUSE	\$	360.06	AUTO TECH SUPPLIES
12/4/2024	33570	EBTEP	\$	167,951.11	DEC 2024 MEDICAL, PRESCRIPTION & DENTAL
12/4/2024	33571	FAULKNER SUBARU	\$	2,465.11	AUTO TECH SUPPLIES - PRODUCTION
12/4/2024	33572	FRED BEANS PARTS INC	\$	500.11	AUTO COLLISION & MAINTENANCE SUPPLIES
12/4/2024	33573	GORDON BENNETT PAINTING	\$	1,080.00	PAINTING SERVICES
12/4/2024	33574	HAZLETON OIL & ENVIRONMENTAL INC	\$	210.00	WASTE REMOVAL - AUTO TECH
12/4/2024	33575	HEATHER BURKHART	\$	101.84	MILEAGE REIMBURSEMENT
12/4/2024	33576	HIGHMARK BLUE SHIELD	\$	1,142.95	DEC VISION BENEFITS
12/4/2024	33577	INTEGRA ONE	\$	3,921.60	TECHNOLOGY SOFTWARE SERVICES
12/4/2024	33578	INTEGRITEC INC.	\$	385.00	WATER TREATMENT
12/4/2024	33579	JAMECO ELECTRONICS	\$	1,655.88	ELECTRONICS SUPPLIES
12/4/2024	33580	JM SWANK LLC	\$	799.56	BAKING SUPPLIES
12/4/2024	33581	KEYSTONE AUTOMOTIVE	\$	257.00	AUTO COLLISION SUPPLIES - PRODUCTION
12/4/2024	33582	KING SPRY HERMAN FREUND FAUL	\$	6,941.17	SOLICITOR'S FEES
12/4/2024	33583	KISTLER O'BRIEN CO.	\$	331.00	FIRE SUPPRESSION INSPECTION SERVICE
12/4/2024	33584	L.V. SCHOOL FACILITIES MANAGERS	\$	20.00	MEMBERSHIP DUES
12/4/2024	33585	LEGACY AUTOMATIC DOORS	\$	633.75	DOOR REPAIRS
12/4/2024	33586	MEMBERSHIP DECA	\$	32.00	STUDENT MEMBERSHIP FEES
12/4/2024	33587	MOYER LUMBER & HARDWARE	\$	9,544.18	CARPENTRY, BUILDING TRADES & ELECTRONICS SUPPLIES
12/4/2024	33588	MOYER PEST CONTROL	\$	130.17	PEST CONTROL
12/4/2024	33589	MSC INDUSTRIAL SUPPLY CO.	\$	706.37	PREC. MAC. SUPPLIES
12/4/2024	33590	NAPA AUTO PARTS	\$	3,035.44	AUTO TECH SUPPLIES
12/4/2024	33591	NAVIGATE 360	\$	3,341.18	EARNING SOFTWARE SUBSCRIPTION
12/4/2024	33592	PENN JERSEY PAPER CO.	\$	853.00	MAINTENANCE SUPPLIES
12/4/2024	33593	PERFORMANCE SCREEN SUPPLY	\$	365.85	GRAPHICS SUPPLIES
12/4/2024	33594	POCKET NURSE	\$	400.00	HEALTH CAREERS SUPPLIES
12/4/2024	33595	POCONO MOUNTAIN DAIRIES	\$	1,257.27	BAKING SUPPLIES
12/4/2024	33596	PREMIUM SIGN SUPPLIES INC.	\$	567.28	GRAPHICS SUPPLIES
12/4/2024	33597	QUILL CORP.	\$	1,541.83	HEALTH CAREERS & OFFICE SUPPLIES
12/4/2024	33598	R.E. MICHEL	\$	287.55	HVAC SUPPLIES
12/4/2024	33599	R.J.WALKER	\$	128.93	PLUMBING SUPPLIES
12/4/2024	33600	RESET OUTDOORS	\$	7,625.00	MENTAL HEALTH SERVICES
12/4/2024	33601	S. AGENTIS & MR. ROOTER	\$	919.00	MAINTENANCE SERVICE CALL
12/4/2024	33602	SAFETY KLEEN	\$	368.44	AUTO TECH SERVICE CALL
12/4/2024	33603	STATE CHEMICAL	\$	299.07	DRAIN MAINTENANCE



12/4/2024	33604	SYSCO	\$	5,931.39	CULINARY & BAKING SUPPLIES
12/4/2024	33605	TESTEQUITY LLC	\$	347.65	ELECTRONCS SUPPLIES
12/4/2024	33606	THE MORNING CALL	\$	1,263.25	SUBSCRIPTION RENEWAL, CLASSIFIED AD
12/4/2024	33607	TRANE OF NORTHEASTERN PA.	\$	33,400.00	ANNUAL SERVICE AGREEMENT - YEAR 5
12/4/2024	33608	ULINE	\$	4,588.85	MAINTENANCE & MECHATRONICS SUPPLIES
12/4/2024	33609	UNITED SITE SERVICES	\$	170.00	PORT O POTTY HOUSE PROJECT
12/4/2024	33610	WAREHOUSE BATTERY OUTLET	\$	237.72	MAINTENANCE SUPPLIES
12/4/2024	33611	WILSON PRODUCTS	\$	1,012.31	CYLINDER RENTALS & WELDING SUPPLIES
12/4/2024	33612	WOODCRAFT	\$	535.08	CARPENTRY SUPPLIES

**TOTAL** \$ 389,642.31

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

December 4, 2024

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:

**Ross Dartouzos**

Position: Part-Time Instructional Assistant (replacement for  
Nicole Meletiche)

Salary/Benefits: \$24.00 per hour, with no health benefits.  
All other terms in accordance with the  
Instructional Assistants Agreement

Effective: January 6, 2025, pending receipt of  
all required paperwork

b. That the following individual be granted Family Medical Leave:

Employee #0369: Effective 12/19/24 – 1/16/25

MOTION BY: Director Patrick

SECOND BY: Director Demko

ROLL CALL Motion carried by the following roll call vote: Aye:  
Directors Faccinetto, Patrick, Recchiuti, Schenkel, White, Demko,  
Dettmar, Makary, Soldridge – nine; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

December 4, 2024

2. 2024-2025 SUBSTITUTES

RECOMMENDATION:

- a. That the following individual be approved as substitute for the 2024-2025 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.

James Karabasz

MOTION BY: Director Patrick

SECOND BY: Director Demko

ROLL CALL Motion carried by the following roll call vote: Aye:

Directors Faccinetto, Patrick, Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – nine; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

December 4, 2024

3. OCCUPATIONAL ADVISORY COMMITTEE MEMBERS

RECOMMENDATION:

That the Joint Committee approve the following new members on the Occupational Advisory Committee (OAC) for the programs listed:

<b>First Name</b>	<b>Last Name</b>	<b>Job Title</b>	<b>Company</b>	<b>Shop/Program</b>
Lisa	Keller	Education Consultant	Lehigh Valley Health Network	Mental Health/ Behavioral Science
Judith	Milositz	Retired Mechatronics Teacher		Mechatronics

MOTION BY:

Director Patrick

SECOND BY:

Director Demko

ROLL CALL

Motion carried by the following roll call vote: Aye:

Directors Faccinetto, Patrick, Recchiuti, Schenkel, White, Demko, Dettmar, Makary, Soldridge – nine; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

December 4, 2024

4. CONFERENCE REQUESTS

RECOMMENDATION:

That Dana Huber, Supervisor of Lifelong Learning, be granted permission to attend the Aerospace Education Program Alliance, in Arlington, VA, from February 25-26, 2025. The approximate cost to the school is \$1,249.34; \$1,000 is being subsidized by Aerium Aviation.

That Jeffrey Cantrel, and Howie Nonnemacher, Automotive Technology Instructors, along with students Braiden Binder and Spencer Parker, be approved to travel to California for follow-up experience at Electric GT and EV West, from May 12-17, 2025. The total cost of the trip is \$6,000; \$3,300 has already been raised through fundraising and those efforts will continue. If the additional funds raised are not enough to fully cover expenses, the school will subsidize the additional cost, not to exceed \$3,000.

Any conference requests listed above are in the budget.

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

December 4, 2024

5. TEXTBOOKS:

RECOMMENDATION:

That the Joint Committee approve the purchase of the following textbooks for the Carpentry and Building Trades Programs.

**Carpentry and Building Trades Programs**

Core: Introduction to Basic Construction Skills

30 Books @ \$62.99 – Total Cost – \$1,889.70

Published by Pearson

General Carpentry

30 Books @ \$74.99 – Total Cost - \$2,249.70

Published by Pearson

The above textbooks have been approved by the Occupational Advisory Committee.

MOTION BY: Director Patrick

SECOND BY: Director Demko

ROLL CALL Motion carried by the following roll call vote: Aye:

Directors Faccinetto, Patrick, Recchiuti, Schenkel, White, Demko,  
Dettmar, Makary, Soldridge – nine; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL  
December 4, 2024

6. CONTINUING EDUCATION

2024-2025 CONTINUING EDUCATION INSTRUCTORS

RECOMMENDATION:

That the following individual be approved as Continuing Education Substitute Instructor for the 2024-2025 school year, at the hourly rate listed, pending receipt of all required paperwork:

<b>Name</b>	<b>Role/Course</b>	<b>Salary</b>
Elsbeth Sipple	Medical Programs	\$32.00/hour

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

December 4, 2024

I.1. CLOSE OF FISCAL YEAR 2023-2024

The audit of the fiscal year ended June 30, 2024 is almost complete. The revenues in excess of expenditures for the general fund have been calculated at a net of \$1,357,025.48. We are recommending that the Joint Committee approve 100% of the excess funds be transferred into BAVTS Capital Reserve fund for future building expansions and renovations. We will request this approval at an upcoming meeting following receipt of the audit report.

The 2018 Capital Plan contained \$13.8M in recommendations. There is a projected balance of \$1.5M in the Capital Reserve Fund remaining after existing and pending projects are completed. Given the age of our building and the time since our last major renovation project, many of our critical infrastructure systems are approaching end of life. While we have been able to do a few projects over the past few years, several capital projects are needed in the next few years. The anticipated projects include:

Paving Repairs	\$ 750,000.00*
Added student parking & traffic improvements (based on costs from 5+ years ago)	\$1,200,000.00*
Main Campus Carport	TBD
Front Entrance Safety – Main Building	\$ 305,000.00
Van/Vehicles to be purchased	\$ 150,000.00
Auto Body Dust Vacuum System	\$ 380,000.00*
A/C in Precision Machining	\$ 60,000.00
Replace Annex Supply Air & Return Ductwork, Exhaust Fans & Relief Air Hood	\$ 222,000.00*
Mezzanine Railing	\$ 75,000.00
2 Additional Welding Booths	\$ 50,000.00*

*Paving repairs and parking lot improvements are included original expansion plan budget. Not included in proposed Factory building estimates.*

*\*Projects on Hold due to the pending expansion project*

*\*\* In the event of an expansion project, Capital Reserve funds may be used to offset costs or address other areas within our aging buildings.*



BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL  
December 4, 2024

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

*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	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
25-1	Glenn Milositz	Graphics	Visitor/Tresspassing Signage	03/28/24			\$ -	\$0.00	
25-2	Glenn Milositz	Graphics	Vinyl Window Coverings for Identifies Program Areas	03/28/24				\$0.00	
25-3	Glenn Milositz	Graphics	Reflective Room Letter/Number Vinyl Signage	03/28/24		09/23/24	\$ 200.00	\$200.00	PAID
25-4	Mike Galler	Culinary Events	End of Summer Luncheon	08/05/24	4	08/06/24	\$ 500.00	\$500.00	PAID
25-5	Marketing	Baking	Baked Goods for Northampton Open House	08/14/24	4	08/21/24	\$ 100.00	\$100.00	PAID
25-6	Mike Galler	Food Truck	Meals for Substitute Meeting (08/20/2024)	08/16/24	4	08/20/24	\$ 216.00	\$216.00	PAID
25-7	Karen Muustonen	Graphics	Business Cards	08/21/24	4	08/28/24	\$ 6.00	\$6.00	PAID
25-8	Susan Fahrenkopf	Culinary Events	Food for Sister City Roundtable (9/18/24)	08/29/24	4	09/30/24	\$ 300.00	\$300.00	PAID
25-9	Marketing	Baking	Baked Goods for Freedom Open House (9/4/24)	09/05/24	4	09/04/24	\$ 200.00	\$200.00	PAID
25-10	Directors Office	Graphics	2 signs for under clocks in Director's office "Every Second Counts"	09/05/24	4	10/11/24	\$ 5.00	\$5.00	PAID
25-11	Business Office	Graphics	Push Door To Open sign	09/13/24	4	09/25/24	\$ 5.00	\$5.00	PAID
25-12	Marketing	Baking	Freedom Career & College Night (10/01/24)	09/13/24	4	10/01/24	\$ 50.00	\$50.00	PAID
25-13	Marketing	Baking	Baked Goods for Northampton Open House (09/12/24)	09/12/24	4	09/13/24	\$ 75.00	\$75.00	PAID
25-14	Jeff Bower	Auto Coll.	Repaint School Van	09/13/24	4	11/19/24	\$ 200.00	\$200.00	
25-15	Marketing	Baking	Desserts for Liberty Open House	09/12/24	4	09/16/24	\$ 200.00	\$200.00	PAID
25-16	NTHS	Baking	Baked goods for Induction Ceremony (10/10/24)	09/13/24	4			\$0.00	PAID ON PO
25-17	NTHS	Culinary Events	Finger Foods for Induction Ceremony (10/10/24)	09/13/24	4			\$0.00	PAID ON PO
25-18	Jalissa Kuehner	Graphics	Aprons (PM)	09/16/24	4			\$0.00	
25-19	Angela Thom	Culinary Events	SkillsUSA Team Building Event (10/17/24)	09/16/24	4			\$0.00	PAID ON PO
25-20	Adam Lazarchak	Food Truck	Freedom/Liberty Tailgate (10/26/24)	09/16/24	4	10/26/24	\$ 1,000.00	\$1,000.00	PAID
25-21	Jeff Bower	Graphics	Notpads for office	09/18/24	4	09/18/24	\$ 5.00	\$5.00	PAID
25-22	Don Heptner (HVAC)	Graphics	Sign in sheets, inventory cards, notebooks	09/18/24	4	09/18/24	\$ 5.00	\$5.00	PAID
25-23	Dana Huber	Culinary Events	600 Cookies for Little Pink Dress Event (10/22/24)CE PRODUCTION	09/18/24	4			\$300.00	PAID
25-24	Dana Huber	Culinary Events	200 Cookies for Taste & Tunes (10/11/24) DONATION	09/18/24	4			\$0.00	DONATIONS

25-25	Susan Fahrenkopf	Culinary	Desserts for October Board Meeting	09/26/24	4	10/01/24	\$ 30.00	\$30.00	PAID
25-26	Laurn Stauffer	Graphics	Shirts & hoodies for class uniforms	09/26/24	4		\$0.00	\$0.00	
25-27	Culinary	Graphics	Hats & books	09/30/24	4	09/30/24	\$ 1,173.00	\$1,173.00	PAID
25-28	Food Truck	Graphics	Hoodies	09/30/24	4	09/30/24	\$ 344.40	\$344.40	PAID
25-29	Bake Shop	Graphics	50 Blue and red equipment papers	10/01/24	4	10/02/24	\$ 35.00	\$35.00	PAID
25-30	Social Media Market	Graphics	3 Windo Graphics	10/03/24	4	10/11/24	\$ 54.00	\$54.00	PAID
25-31	Peggy Fuehrer	Culinary Events	150 OAC Meals 10/14, 10/15, &10/22	10/03/24	4	10/22/24	\$ 2,400.00	\$2,400.00	PAID
25-32	Peggy Fuehrer	Baking	Desserts for OAC 10/14, 10/15, & 10/22 150 people	10/03/24	4	10/22/24	\$ 300.00	\$300.00	PAID
25-33	Elspeth Sipple	Health Careers	100 brain cupcakes for Open House project	10/03/24	4	10/23/24	\$ 250.00	\$250.00	PAID
25-34	Susan Fahrenkopf	Graphics	42 shirts printed	10/04/24	4	10/07/24	\$ 21.00	\$21.00	PAID
25-35	Dean Ruch	Culinary	Lunch for 15 people in Bistro 10/24/24	10/08/24	4	10/24/24	\$ 180.00	\$180.00	PAID
25-36	Mike Galler	Culinary	Boxed Lunches for 10 people every Tuesday 10/29-12/7	10/08/24	4		\$0.00	\$0.00	VOID
25-37	Susan Fahrenkopf	Baking	Cupcakes for Mayor's Tree Lighting (11/21/24)	10/11/24	4	11/21/24		\$0.00	
25-38	Susan Fahrenkopf	Baking	Apple Almond Tarts for November JC Meeting	10/11/24	4	11/06/24	\$ 36.00	\$36.00	
25-39	Mental Health	Graphics	Forrest Green Hoodies	10/11/24	4			\$0.00	
25-40	Mechatronics	Baking	100 Halloween Themed Sugar Cookies	10/15/24	4	10/23/24	\$ 200.00	\$200.00	PAID
25-41	Social Media Market	Graphics	50 Printed Halloween theme shirts	10/18/24	4		\$ 382.10	\$382.10	PAID
25-42	Dawn Sutter	Culinary	Simple lunch for 5 people for interviews (11/13/24)	10/22/24	4	11/13/24	\$ 22.00	\$22.00	
25-43	Marketing	Culinary	100 Sodas for Open House Volunteers	10/28/24	4	10/23/24	\$ 100.00	\$100.00	PAID
25-44	Bake Shop	Graphics	12 posters	10/28/24	4		\$ 78.00	\$78.00	
25-45	Mechatronics	Graphics	100 business cards	10/28/24	4		\$ 6.00	\$6.00	
25-46	HVAC	Graphics	200 business cards	10/29/24	4		\$ 12.00	\$12.00	
25-47	Bake Shop	Graphics	150 stickers	11/08/24	4	11/19/24	\$ 12.00	\$12.00	
25-48	SKILLS	Culinary	Lunch for 5 people	11/11/24	4	11/11/24	\$ 90.00	\$90.00	PAID BY PO
25-143	Adam Lazarchak	Culinary	1/2 of EA Invoice for staff cupcakes October	11/11/24	4	11/11/24	\$ 36.00	\$36.00	
25-144	Adam Lazarchak	Baking	1/2 of EA Invoice for staff cupcakes November	11/13/24	4	11/13/24	\$ 24.00	\$24.00	
25-49	Maria Womer Stiffine	Graphics	Signs for bathroom stalls (feminine products)	11/12/24	4			\$0.00	

25-50	Jalissa Kuehner	Graphics	Aprons (AM)	11/18/24	4			\$0.00	
25-147	Adam Lazarchak	Culinary	1/2 of EA invoice for staff cupcakes December	11/18/24	4				
25-484	Emily Hough	Precis.Mach.	Headphone holders	09/10/24	4	11/18/24	5.00	\$10.60	
25-141	Heather Chilcote	Baking	24 Cream cheese cupcakes	09/10/24	1	09/17/24	24.00	\$24.00	PAID 09/17/24
25-142	Angela Dorney	Baking	Cake	10/15/24	1	10/18/24	50.00	\$50.00	PAID 10/04/24
25-143	BAVTS EA	Culinary	4 dozen birthday cupcakes (October)	10/15/24	1	10/30/24	36.00	\$36.00	PAID 11/11/24
25-144	BAVTS EA	Baking	Cupcakes for November birthdays (EA PAYS HALF)	10/15/24	1	11/13/24	24.00	\$24.00	PAID 11/19/24
25-145	Michelle Kesen	Baking	Full sheet birthday cake (12/6/24)	10/18/24	3			\$0.00	
25-146	Bridges Foundation	Culinary	Luncheon for Board Meeting	11/18/24	6			\$0.00	
25-147	BAVTS EA	Culinary	Cupcakes for December birthdays (EA PAYS HALF)	11/18/24	6			\$0.00	
25-176	Jennifer Klo	Auto Tech	Brakes not working properly	08/23/24	1			\$0.00	VOID
25-177	Connie Muschko	Auto Tech	Check ball joint, rod and sway bar	08/23/24	1	09/23/24	0.00	\$5.30	PAID 9/26/24
25-178	George Lockenbill	Auto Tech	Fuel pump replace & oil change	08/27/24	3			\$0.00	
25-179	Joan Dimbokowitz	Auto Tech	Jeep - Oil Change	08/29/24	1	09/16/24	48.46	\$59.07	PAID 9/16/24
25-180	Karen Mustonen	Auto Tech	Acura - 2017 Oil Change	08/29/24	1	09/10/24	38.13	\$46.48	PAID 9/10/24
25-181	Karen Mustonen	Auto Tech	Acura - 2011 Oil Change	08/29/24	1	09/06/24	39.77	\$48.48	PAID 9/10/24
25-182	Michael Giamoni	Auto Tech	Chevy - Noise in rear, balance tires	08/30/24	1			\$0.00	VOID
25-183	Michael Giamoni	Auto Tech	Ford - Oil,Trans Oil, Rear, Brakes, Flush brake fluid	08/30/24	1			\$0.00	
25-184	Meri Lindenmuth	Auto Tech	Dashboard lights	08/30/24	1	11/18/24	185.00	\$225.52	PAID 11/19/24
25-185	Dario Chavez	Auto Tech	Dodge - Replace altinator	09/03/24	1	09/13/24	239.79	\$292.31	PAID 9/16/24
25-186	Daniel Berardesca	Auto Tech	Lexus - brakes & control arm	09/04/24	1	09/30/24	254.24	\$309.92	PAID 10/08/24
25-187	Daniel Berardesca	Auto Tech	Volkswagon - Oil change	09/04/24	1	05/24/24	0.00	\$5.30	PAID 9/25/24
25-188	Mike Galler	Auto Tech	Kawasaki - New soundbar, toggle switch, winch w/switch	09/04/24	1	09/23/24	10.00	\$15.90	PAID 9/23/24
25-189	Mike Galler	Auto Tech	Saturn - MPI, LOF, New lugs on rear wheels	09/04/24	1	10/24/24	448.74	\$547.01	PAID 10/28/24
25-190	Alex Glassberg	Auto Tech	Jeep - Needs horn, turn signal bulb, pre inspection, hazard button	09/05/24	1	11/19/24	503.18	\$613.38	PAID 11/20/24
25-191	Robert Gotzon	Auto Tech	Replace Spark Plugs	09/05/24	1	09/23/24	0.00	\$5.30	PAID 11/4/24
25-192	Steve Mantz	Auto Tech	Jeep - Oil filter change, flush & fill	09/05/24	1	11/07/24	219.15	\$267.14	PAID 11/11/24

25-193	Robert Kulick	Auto Tech	Chevy - Transmission	09/05/24	1	11/04/24	3,816.99	\$4,652.44	Paid 11/5/24
25-194	Michael Goch	Auto Tech	Chrysler - Replace exhaust flex pipe and valve cover gaskets	09/09/24	2	10/03/24	180.69	\$220.26	PAID 10/04/24
25-195	Alexa Madurski	Auto Tech	Hyundai - Oil change	09/09/24	2			\$0.00	VOID
25-196	Darian Caraballo	Auto Tech	Honda - front wheel bearing replacement, balance tires	09/10/24	2	09/30/24	95.81	\$116.79	PAID 10/16/24
25-197	Julian Muniz	Auto Tech	Nissan -	09/10/24	2	09/20/24	0.00	\$5.30	PAID 9/20/24
25-198	Dario Chavez	Auto Tech	Toyota - Neet front left rotor & all tires looked at	09/10/24	1	09/19/24	135.98	\$165.76	PAID 9/20/24
25-199	Heather Chilcote	Auto Tech	Toyota - Oil change & brakes	09/12/24	1	09/24/24	279.48	\$340.68	PAID 9/24/24
25-200	Julian Korpics	Auto Tech	Wheel nuts replaced	09/18/24	2	09/24/24	0.00	\$5.30	PAID 9/24/24
25-201	Nikhil Khellawan	Auto Tech	Oil change	09/19/24	2	10/10/24	45.41	\$55.35	PAID 10/16/24
25-202	Bill Grushow	Auto Tech	Replace 4 tires and align	09/19/24	1	10/04/24	0.00	\$5.30	PAID 10/04/24
25-203	Luis Santiago	Auto Tech	Tire sensor and passenger side noise when hit bump	09/19/24	1	10/10/204	113.25	\$138.05	PAID 10/10/24
25-204	Dennis Kassick	Auto Tech	Front brakes, rotate 2 tires	09/20/24	2	09/23/24	0.00	\$5.30	PAID 9/26/24
25-205	Jariel Brazoban	Auto Tech	Rotor	09/20/24	2	09/30/24	42.50	\$51.81	PAID 9/30/24
25-206	Jordan Montague	Auto Tech	Oil Change, check brakes	09/23/24	1	09/25/24	40.00	\$48.76	PAID 09/30/24
25-207	Brian Moser	Auto Tech	Subaru - trouble starting	09/24/24	1			\$0.00	VOID
25-208	Jeff Cantrel	Auto Tech	Toyota - Oil Change	09/24/24	1	05/26/24	30.00	\$37.10	PAID 09/30/24
25-209	Caleb Goch	Auto Tech	Mitsubishi - lookover, diag. A/C	09/26/24	2	09/26/24	0.00	\$5.30	PAID 09/27/24
25-210	Heather Chilcote	Auto Tech	Jeep - oil change	09/26/24	1			\$0.00	VOID
25-211	Melanie Sigley	Auto Tech	Volvo - L/F Axle, scan	09/30/24	2	10/08/24	213.35	\$260.07	PAID 10/14/24
25-212	Rhonda Geiselman	Auto Tech	Mitshubishi - Transmission Replaced	09/30/24	1			\$0.00	
25-213	Jeff Cantrel	Auto Tech	Toyota - Power Steering leak, fog light, noise in rear	10/01/24	1	10/23/24	737.38	\$898.87	PAID 10/24/24
25-214	Stephen Seil	Auto Tech	Jeep - Won't start	10/01/24	2	10/23/24	331.46	\$404.05	
25-215	Rebecca Sullivan	Auto Tech	Dodge	10/01/24	2			\$0.00	
25-216	Karen Mustonen	Auto Tech	Acura - Tire Replacement	10/07/24	1	10/10/24	10.00	\$15.90	PAID 10/11/24
25-217	Mo Wheatley	Auto Tech	Tire Pressure, gas cap alert, check engine	10/07/24	1			\$0.00	
25-218	Stephanie Flaherty	Auto Tech	Oil Change	10/07/24	2	10/08/24	32.10	\$39.33	PAID 10/11/24
25-219	Adam Lazarchak	Auto Tech	Oil Change	10/08/24	1	10/14/24	48.19	\$58.75	PAID 10/24

25-220	Connie Muschko	Auto Tech	Toyota - Oil Change	10/10/24	1	10/29/24	26.79	\$33.70	PAID 11/04/24
25-221	Glenn Milositz	Auto Tech	Ford - Tire installation, oil change, check fluids	10/11/24	1	11/07/24	80.00	\$97.52	PAID 11/20/24
25-222	Jacob Schlittler	Auto Tech	GLI - Fron right ev axle	10/11/24	2	10/21/24	133.48	\$162.71	PAID 10/21/24
25-223	Lori Kram	Auto Tech	Chevy - Oil change, sensor, pre-inspection	10/15/24	1	10/21/24	40.00	\$48.76	PAID 10/22/24
25-224	Angela Thom	Auto Tech	Change cabin filter, engine air filter, leak in motor mount	10/18/24	1	10/18/24	125.28	\$152.71	PAID 10/23/24
25-225	Carly McKeon	Auto Tech	Engine light on, O2 sensor code, oil change	10/18/24	1	10/24/24	99.53	\$121.33	PAID 10/24/24
25-226	Bruce Gilbert	Auto Tech	Brake fluid leak	10/18/24	2			\$0.00	VOID
25-227	Howie Nonnamacher	Auto Tech	Heater blower motor intermittent	10/21/24	1			\$0.00	
25-228	Joseph Kelhart	Auto Tech	Oil and filter change, front brake pad changed	10/21/24	1	10/25/24	0.00	\$5.30	PAID 10/25/24
25-229	Prestan Blewis	Auto Tech	Front Brakes	10/22/24	2	11/08/24	152.99	\$186.50	PAID 11/14/24
25-230	Randy Ziminsky	Auto Tech	Heater and wheel position sensor replaced	10/22/24	3	11/07/24	36.00	\$43.88	PAID 11/8/24
25-231	Alexis Ibaniez	Auto Tech	Electrical issue	10/24/24	2			\$0.00	
25-232	Dario Chavez	Auto Tech	Ford - Universal joints, rear brakes, oil change	10/24/24	1			\$0.00	
25-233	George Lockenbill	Auto Tech	Chevrolet - Fluid refresh, multi-point, replace fuel pump	10/25/24	2			\$0.00	
25-234	Deanna Leibig	Auto Tech	Dodge - Oil Change, pre-check	10/25/24	3			\$0.00	VOID
25-235	Deanna Leibig	Auto Tech	Chevy - Oil change, pre-check - gift certificate winner	10/25/24	3	11/07/24	0.00	\$5.30	PAID 11/8/24
25-236	Nate Petraski	Auto Tech	Mitsubishi - Alignment, inspect front brake pads, rotors, flush fluids	10/28/24	2			\$0.00	VOID
25-237	Dave Gogel	Auto Tech	Ford - Intermittent no crank, intermittent stall	10/29/24	2	11/08/24	0.00	\$5.30	PAID 11/08/24
25-238	Craig Mosser	Auto Tech	Mazda - noise over bumps, front end	10/29/24	1	11/05/24	240.54	\$293.22	PAID 11/7/24
25-239	Sudantha Vidanage	Auto Tech	Volvo - Front brakes, oil change, required from Volvo	10/30/24	3			\$0.00	
25-240	Jared Rohn	Auto Tech	Subaru - engine repair/replacement	11/04/24	2			\$0.00	
25-241	Cesar Corvera	Auto Tech	Honda - Wheel alignment and tire balancing	11/04/24	2			\$0.00	
25-242	Alex Glassberg	Auto Tech	Audi - Oil change	11/04/24	1	11/08/24	50.88	\$62.02	
25-243	Michael Giamoni	Auto Tech	Honda - Oil change, fluids, rotate tires	11/05/24	1	11/08/24	30.64	\$37.78	PAID 11/08/24
25-244	Jennifer Klo	Auto Tech	Mazda - noise over bumps, back end	11/07/24	1	11/11/24	170.88	\$208.30	PAID 11/12/24
25-245	Stan Prodes	Auto Tech	Mazda - Install battery	11/07/24	1	11/08/24	0.00	\$5.30	PAID 11/11/24
25-246	Paula Curchran	Auto Tech	Subaru - check exhaust for leak, trans, brakes	11/08/24	1			\$0.00	

25-247	Albert Renn	Auto Tech	Honda - Pre-inspection, oil change	11/08/24	1				\$0.00	
25-248	Matt Bellis	Auto Tech	Jeep - oil change/tire rotation	11/11/24	2				\$0.00	
25-249	Joel Schneider	Auto Tech	Dodge - pre inspectio, speedometer not working	11/13/24	2				\$0.00	
25-250	Kevin Hams	Auto Tech	Work needed to clear codes	11/18/24	3				\$0.00	
25-251	Meri Lindenmuth	Auto Tech	Oil change, replace spark plugs, air filter, 4 wheel drive service	11/18/24	1				\$0.00	
25-252	Kevin Strawn	Auto Tech	Transmission	11/18/24	1				\$0.00	
25-253	Kimberly Applegate	Auto Tech	Add trans. Fluid	11/18/24	2				\$0.00	
25-254	Lori Kram	Auto Tech	Toyota - Oil change, pre inspection	11/19/24	1				\$0.00	
25-255	Christine Miskovich	Auto Tech	Chevy - Brakes, tire pressure sensor	11/19/24	1				\$0.00	
25-256	Christopher Ponce Re	Auto Tech	Infiniti - valve cover gasket	11/19/24	2				\$0.00	
25-257	Laurny Staufer	Auto Tech	Chevy - Oil change	11/19/24	1				\$0.00	
25-258	Aida Rivera	Auto Tech	Kia - Oil Change, tire rotation	11/20/24	3				\$0.00	
25-376	The Arc of Lehigh Val	Food Truck	Food Truck event	03/18/24	6	07/19/24	1,983.75		\$2,102.78	Paid 07/19/24
25-377	King Spry	Food Truck	Food Truck Event 09/17/2024	08/08/24	3		1,609.08		\$1,705.62	Paid 09/17/24
25-378	Bridges Foundation	Culinary Events	Luncheon for 09/17/2024 Board Meeting	08/08/24	6	09/17/24	300.00		\$318.00	PAID 9/27/24
25-379	Skills USA Clayshoot	Food Truck	Food Truck Event 09/06/2024	08/06/24	6	09/06/24	1,200.00		\$1,200.00	PAID 10/01/24
25-380	FAB Olympics	Food Truck	Food Truck Event 09/28/2024	08/08/24	6				\$0.00	VOID
25-381	Jesse Schneck	Culinary Events	08/30/2024 Rehearsal Dinner	08/21/24	1	08/30/24	300.00		\$318.00	Paid 09/04/2024
25-382	Bridges Foundation	Food Truck	Food Truck Event (11/07/24) Lost Tavern	11/07/24	6	11/07/24	1,320.75		\$1,400.00	
25-427	Maria Womer Stiffine	Graphics	Business Cards	03/08/24	1		7.50		\$13.25	
25-428	Dawn Sutter	Graphics	Put BAVTS logo on shirts provided	08/01/24	1				\$0.00	PAID ON 25-447
25-429	Greta Wilmot	Graphics	Repair Book Binding	08/14/24	1				\$0.00	VOID
25-430	Jennifer Klo	Auto Collision	Replace hood	08/29/24	1				\$0.00	
25-431	Nikhil Khellawan	Auto Collision	Scratch on bumper	08/29/24	2	10/03/24	365.06		\$445.01	PAID 10/09/24
25-432	Jennifer Stigenbauer	Graphics	Poster & sign	08/29/24	1	08/29/24	15.00		\$21.20	Paid 08/30/24
25-433	Dharvam Sookram	Graphics	Business banner & 500 business cards	09/12/24	3				\$0.00	VOID
25-434	Craig Mosser	Graphics	Paint mask for wall	09/20/24	1	09/20/24	35.00		\$42.67	PAID 10/09/24

25-435	Carly McKeon	Graphics	2 V-necks	09/26/24	1	11/07/24	15.00	\$21.20	PAID 11/11/24
25-436	Peggy Fuehrer	Graphics	1 V-neck	09/26/24	1	10/29/24	7.50	\$13.25	PAID 11/07/24
25-437	Holy Infancy	Graphics	3 18x24 signs	09/26/24	6			\$0.00	VOID
25-438	Jennifer Klo	Graphics	5 foot banner	09/26/24	1			\$0.00	
25-439	Greta Wilmot	Graphics	2 V-necks	09/26/24	1	11/01/24	15.00	\$21.20	PAID 11/4/24
25-440	Karen Kurinovich	Graphics	2 V-necks (supplied)	09/30/24	1	10/29/24	23.00	\$29.68	PAID 11/5/24
25-441	Jennifer Klo	Graphics	1 V-neck	09/30/24	1	11/07/24	7.50	\$13.25	PAID 11/7/24
25-442	Christina Miskovich	Graphics	2 V-necks	09/30/24	1	11/07/24	15.00	\$21.20	PAID 11/7/24
25-443	Angela Thom	Graphics	2 V-necks	09/30/24	1	10/29/24	15.00	\$21.20	PAID 11/5/24
25-444	Justine Williams	Graphics	4 V-necks	09/30/24	1		30.00	\$37.10	PAID 11/01/24
25-445	Lauren Turkel	Graphics	1 V-neck	09/30/24	1	10/29/24	7.50	\$13.25	PAID 11/01/24
25-446	Michele Bracero	Graphics	5 V-necks	09/30/24	1	10/30/24	47.50	\$57.91	PAID 11/04/24
25-447	Dawn Sutter	Graphics	4 V-necks	09/30/24	1	11/07/24	32.00	\$39.22	PAID 11/7/24
25-448	Janelle Schaffer	Graphics	1 V-neck	10/02/24	1	10/29/24	7.50	\$13.25	
25-449	Bridges Foundation	Graphics	Invitations for Donor Event	10/03/24	6	10/07/24	18.00	\$24.38	PAID 10/14/24
25-450	Aimee Jo Muth	Graphics	5 V-necks, one supplied	10/08/24	1	10/29/24	47.50	\$57.91	PAID 11/01/24
25-451	Justine Williams	Graphics	2x6 Banner	10/10/24	1	11/14/24	24.00	\$30.74	PAID 11/14/24
25-452	Michele Bracero	Graphics	Business cards	10/11/24	1			\$0.00	
25-453	Carly McKeon	Graphics	7 Banners for the swim team	11/05/24	1			\$0.00	
25-454	Angela Gable	Graphics	Screenprint t shirt	11/18/24	3			\$0.00	
25-455	Nina Pardoe	Graphics	Small tablets for college visits	11/18/24	1			\$0.00	
25-456	Lauren Stauffer	Graphics	V-neck	11/18/24	1	11/19/24	15.00	\$21.20	
25-457	Jesse Schneck	Graphics	Thank you cards	11/18/24	1			\$0.00	
25-481	Jennifer Klo	Bldg. Trades	Replace panel on 2 cabinet doors	09/03/24	1			\$0.00	
25-482	Amber Lyn Hunsicker	Auto Coll.	Car doors fixed from accident	09/04/24	1	11/19/24	490.00	\$597.31	
25-483	Emily Hough	Auto Coll.	Adjust bumper	09/04/24	1	10/01/24	578.00	\$704.58	PAID 10/3/24
25-484	Emily Hough	Precis.Mach.	Headphone holders	09/10/24	1	11/18/24	5.00	\$10.60	INTERFUND



25-485	Lori Kram	Bldg. Trades	Wooden Planter	09/20/24	1			\$0.00	
25-486	Dawn Sutter	Bldg. Trades	Jenga	09/24/24	1	11/19/24	40.00	\$48.76	PAID 11/20/24
25-487	Jennifer Klo	Bldg. Trades	Jenga	09/24/24	1	11/19/24	40.00	\$48.76	
25-488	Connor Moriary	Auto Coll.	Leak on dash	09/27/24	3			\$0.00	
25-489	Michael Jagggers	Auto Coll.	Repair Front Collision Damage	10/03/24	2			\$0.00	
25-490	Jeff Bower	Auto Coll.	Prep & paint roof and possible rust on bottom	10/04/24	1			\$0.00	
25-491	Karen Mustonen	Auto Coll.	Replace rear driver's side tail light	10/18/24	1	11/07/24	346.14	\$421.94	PAID 11/8/24
25-492	Kyle Miller	Auto Coll.	Paint & Buff	10/23/24	2			\$0.00	
25-493	Daniel Lynn	Auto Coll.	Motorcycle fender	10/23/24	2	11/14/24	275.99	\$336.43	
25-494	Michele Bracero	Carpentry	Build shelves	11/05/24	1			\$0.00	
25-495	Michele Bracero	Electrical	Install lights	11/05/24	1			\$0.00	
25-496	Tyler Rocco	Auto Coll.	Truck cap re-weather sealing & re screen	11/06/24	2			\$0.00	
25-497	Talia Matos-Keller	Welding	Material requested from class	11/08/24	2			\$0.00	
25-498	Brian Hayes	Auto Coll.	Passenger side front fender	11/13/24	1			\$0.00	

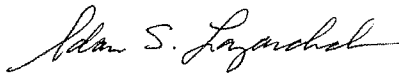
BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL  
December 4, 2024

I.3. CONDITION OF THE BUDGET

INFORMATION:

Presented for your information is the statement of the Condition of the Budget ending October 31, 2024.

Respectfully submitted,



Adam S. Lazarchak  
Executive Director

/sf

CONDITION OF BUDGET  
REVENUE/EXPENSE REPORT  
October 31, 2024

ACCOUNT NUMBER	DESCRIPTION	ORIGINAL YEAR-TO-DATE		BUDGET
		BUDGET	ACTIVITY	
10.6510.000.000.000	INTEREST ON INVESTMENTS	10,000.00	15,952.35	-5,952.35
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	7,052,064.00	2,783,714.30	4,268,349.70
10.6946.002.000.000	RECEIPTS FROM NASD	3,140,829.00	991,836.00	2,148,993.00
10.6946.003.000.000	RECEIPTS FROM SVSD	1,080,587.00	454,992.00	625,595.00
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	100,000.00	23,037.84	76,962.16
10.6990.000.000.000	MISCELLANEOUS REVENUE	2,000.00	370.79	1,629.21
10.7220.000.000.000	VOCATIONAL EDUC. SUBSIDY	1,143,686.00	495,706.00	647,980.00
10.7220.000.240.000	PDE EQUIPMENT GRANT	25,000.00	-	25,000.00
10.7230.000.000.000	OTHER STATE GRANTS	-	-	0.00
10.7332.000.330.000	FEMININE HYGIENE PRODUCTS GRANT	-	2,315.25	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	300,000.00	-	300,000.00
10.7810.000.000.000	SOC. SEC. REIMBURSEMENT	224,172.00	-	224,172.00
10.7820.000.000.000	RETIREMENT REIMBURSEMENT	1,027,329.00	-	1,027,329.00
10.8521.000.663.000	FEDERAL	345,982.00	137,016.32	208,965.68
10.8755.000.998.000	ARP ESSER GRANT	-	-	0.00
10.9400.000.000.000	PROCEEDS FROM SALE OF FIXED ASSETS	-	-	0.00
	<b>TOTALS FOR GENERAL FUND</b>	14,597,899.00	4,905,940.85	9,694,273.40
	<b>TOTAL REVENUES</b>	14,597,899.00	4,905,940.85	9,694,273.40

CONDITION OF BUDGET  
REVENUE/EXPENSE REPORT  
October 31, 2024

ACCOUNT NUMBER	DESCRIPTION	ORIGINAL			BUDGET			YEAR-TO-DATE			BUDGET	
		BUDGET	REVISIONS	ACTIVITY	BUDGET	REVISIONS	ACTIVITY	ENCUMBRANCES	BALANCE			
10.1110.000.000.000	ACADEMIC PROGRAM	641,430.00	6,291.00	108,426.67	444,445.60	94,848.73						
10.1240.000.000.000	SPECIAL EDUCATION	671,226.00	6,291.00	119,734.78	375,969.52	181,812.70						
10.1330.000.000.000	HEALTH OCCUP. PROGRAM	528,568.00	121,645.00	106,480.64	404,082.86	139,649.50						
10.1342.000.000.000	HOME ECONOMICS PROGRAM	922,443.00	9,606.00	172,643.95	533,548.78	225,856.27						
10.1370.000.000.000	TECHNICAL PROGRAM	158,257.00	1,305.00	27,161.15	82,650.21	49,750.64						
10.1380.000.000.000	TRADE & INDUSTRY PROGRAM	4,717,375.00	(97,566.00)	747,550.22	2,372,659.06	1,499,599.72						
10.1700.000.000.000	HIGHER EDUCATION	10,000.00	-	-	-	10,000.00						
10.2100.000.000.000	STUDENT SERVICES	1,510,698.00	69,180.50	308,030.33	981,074.13	290,774.04						
10.2270.000.000.000	STAFF DEVELOPMENT - INSTRUCTIONAL	120,768.00	715.50	7,617.90	-	113,865.60						
10.2310.000.000.000	BOARD SECRETARY	3,631.00	-	106.20	1,061.14	2,463.66						
10.2320.000.000.000	BOARD TREASURER	1,655.00	-	146.02	707.43	801.55						
10.2350.000.000.000	LEGAL SERVICES	60,000.00	-	9,085.84	35,914.16	15,000.00						
10.2360.000.000.000	OFFICE OF THE DIRECTOR	459,370.00	-	139,481.06	219,388.26	100,500.68						
10.2380.000.000.000	OFFICE OF THE PRINCIPAL	628,778.00	-	183,291.01	315,063.06	130,423.93						
10.2440.000.000.000	PUPIL HEALTH - FIRST AID	105,901.00	-	19,374.81	58,491.08	28,035.11						
10.2511.000.000.000	BUSINESS OFFICE	631,795.00	-	186,942.62	278,881.46	165,970.92						
10.2600.000.000.000	OPERATIONS & MAINTENANCE	2,210,628.00	(110,000.00)	571,063.87	543,759.08	985,805.05						
10.2660.000.000.000	SECURITY SERVICES	57,628.00	2,532.00	-	53,555.00	6,605.00						
10.2830.000.000.000	STAFF DEVELOPMENT - NON-INST.	29,000.00	-	5,630.30	1,688.46	21,681.24						
10.2840.000.000.000	DATA PROCESSING - TECHNOLOGY	657,615.00	-	167,958.93	205,571.02	284,085.05						
10.3210.000.000.000	SCHOOL SPONSORED ACTIVITIES	106,528.00	-	3,053.94	8,902.29	94,571.77						
10.3350.000.000.000	WELFARE ACTIVITIES	5,000.00	-	-	-	5,000.00						
10.3390.000.000.000	COMMUNITY SERVICES	109,605.00	-	33,582.24	53,448.30	22,574.46						
10.4300.000.000.000	IMPROVEMENT PROJECTS	-	1,383.00	-	1,382.11	0.89						
10.4600.000.000.000	IMPROVEMENT EXPENSES	75,000.00	38,617.00	8,059.10	9,349.61	96,208.29						
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						
	<b>TOTAL FOR GENERAL FUND</b>	14,597,899.00	-	2,925,421.58	6,981,592.62	4,690,884.80						
	<b>TOTAL EXPENSES</b>	14,597,899.00	-	2,925,421.58	6,981,592.62	4,690,884.80						
	<b>EXCESS OF REVENUE OVER EXPENSES</b>			1,980,519.27								

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

December 4, 2024

I. (4.) HOUSE PROJECT UPDATE

INFORMATION:

Mr. Lazarchak reported that there has been no progress on the house project as the coordinator is currently on leave.

NEW AND MISCELLANEOUS BUSINESS

Mr. Michael Galler, Supervisor of Career and Technical Education, informed the Joint Committee members that 105 meals had been distributed to needy families by our CTSO organizations this Thanksgiving.

Mr. Lazarchak reported that 15 students and several staff members transformed the lobby on the Monday after Thanksgiving from the Halloween pirate ship to “Gingerbread Junction” for the upcoming winter holidays, utilizing the wood panels from the ship. Jordan Montague, Building Trades Instructor, and his students, were instrumental in making this transition. The display will remain in the lobby through the winter months.

The 2<sup>nd</sup> Annual Holiday Bazaar will be held this coming Saturday, December 7<sup>th</sup>, from 10:00 a.m. to 2:00 p.m., with products created by students from the various programs.

On a motion by Director Patrick, seconded by Director Schenkel, and all present voting in favor, the meeting was adjourned at 7:55 p.m.