

April 7, 2026

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 7:09 p.m. at the Bethlehem Area Vocational-Technical School, 3300 Chester Avenue, Bethlehem, PA, for general purposes.

Members Present: Directors Michael Faccinetto, Shannon Patrick, Michael Recchiuti, Silagh White, Vivian Demko, Cedric Dettmar, Ross Makary, Kristin Soldridge – eight.  
Absent: Director Emily Schenkel - one

Others Present: Mrs. Jaime Vlasaty, Superintendent of Saucon Valley School District and BAVTS Superintendent of Record, Mr. Adam S. Lazarchak, Executive Director of BAVTS; Mr. Donald F. Spry, II, Solicitor, Mrs. Susan Fahrenkopf, Secretary/ Treasurer; Mr. Robert Warmouth, Business Administrator, and interested staff members.

An Executive Session was held before the regular meeting regarding personnel matters. On a motion by Director Soldridge, seconded by Director Makary, and all present voting in favor, the regular meeting was adjourned at 7:57 p.m. and the group reconvened an Executive Session for the purposes of discussing legal matters. At 8:10 p.m., on a motion by Director Patrick, seconded by Director Faccinetto, and all present voting in favor, the regular meeting reconvened.

The minutes of the March 3, 2026 meeting were approved on motion of Directors Faccinetto and Patrick and unanimous voice vote.

The Report of the Secretary/Treasurer for the period ending February 28, 2026, was approved on motion of Directors Makary and Patrick and unanimous voice vote.

**Ladies and Gentlemen:**

Your Treasurer respectfully submits the following report for the period ending

February 28, 2026

FUND NAME		BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
		February 1, 2026			February 28, 2026
General	includes PLGIT/CD	3,432,625.99	1,722,121.41	(996,850.49)	4,157,896.91
House Project		70,123.61	0.41	(52,692.75)	17,431.27
Production		197,156.45	6,780.77	(10,180.67)	193,756.55
Capital Reserves	includes PLGIT/CD	3,921,120.19	10,196.27	0.00	3,931,316.46
Capital Projects	includes PLGIT/CD	0.00	7,096,510.04	(3,120,875.94)	3,975,634.10
Payroll		16,189.42	538,937.58	(542,938.21)	12,188.79
Cafeteria		71,434.23	9,403.55	(13,580.59)	67,257.19
Adult Education	includes PLGIT/CD	378,632.05	26,133.01	(24,620.85)	380,144.21
Student Activities		55,532.24	17,543.35	(15,482.33)	57,593.26
<b>TOTALS</b>		<b>8,142,814.18</b>	<b>9,427,626.39</b>	<b>(4,777,221.83)</b>	<b>12,793,218.74</b>

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

**GENERAL, HOUSE PROJECT, PRODUCTION FUNDS - CASH ACCTS**

February 1, 2026 3,979,705.26

RECEIPTS

Production	6,776.25	
Interest	61.97	
District Contrib.	1,275,673.00	
District Contrib./Auth.	115,668.60	
State / Fed Funds	323,624.75	
Tuition		
Other	5,009.77	
Transfers - PLGIT		
Inter-Fund Transfers	152.23	1,726,966.57

DISBURSEMENTS

Prepaid Bills	(367,458.96)	
Bill Listings	(204,814.13)	
Payroll	(480,040.47)	
Other--Authority Bond		
Fees	(739.35)	
Void Checks	675.00	
Transfers - PLGIT		(1,052,377.91)

February 28, 2026	ADJ BOOK BALANCE	3,654,293.92
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**BANK RECONCILIATION**

February 28, 2026

Bank Balance- Embassy	3,681,153.67	
Memo		
Outstanding Checks	(26,859.75)	
Deposit in Transit	0.00	
February 28, 2026	ADJ BANK BALANCE	3,654,293.92

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

February 1, 2026

720,200.79

Transfers In	0.00
Interest	1,936.02
P Card purchases	(7,346.00)
Transfers Out	
Transfers Out-CD purch	

February 28, 2026	ADJ BOOK BALANCE	714,790.81
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**BANK RECONCILIATION**

February 28, 2026

Bank Balance- PLGIT	714,790.81	
Deposit in Transit		
Outstanding Checks		
February 28, 2026	ADJ BANK BALANCE	714,790.81

Average Yield for Feb 2026 is 3.53%

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

February 28, 2026

**CAPITAL RESERVES - EMBASSY BANK**

February 1, 2026			159,484.12
	Receipts	0.00	
	Interest	3.05	
	Void Checks	0.00	3.05
	Fees		
	Disbursements	0.00	0.00
February 28, 2026	ADJ BOOK BALANCE		159,487.17

**BANK RECONCILIATION**

February 28, 2026

Bank Balance- Embassy	159,487.17	
Memos		
Outstanding Checks	0.00	
Deposit in Transit	0.00	
February 28, 2026	ADJ BANK BALANCE	159,487.17

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

February 1, 2026

3,761,636.07

	Transfers In	0.00	
	Interest	10,193.22	
	Transfers Out	0.00	
	Transfers Out-CD purch	0.00	
February 28, 2026	ADJ BOOK BALANCE		3,771,829.29

**BANK RECONCILIATION**

February 28, 2026

Bank Balance- PLGIT	3,771,829.29	
Outstanding Checks	0.00	
February 28, 2026	ADJ BANK BALANCE	3,771,829.29

Average Yield for Feb 2026 is 3.53%

**CAPITAL PROJECTS - EMBASSY BANK**

February 1, 2026

0.00

	Receipts	7,096,450.97	
	Interest	59.07	
	Void Checks	0.00	7,096,510.04
	Fees	(15.00)	
	Disbursements	(3,120,860.94)	(3,120,875.94)
February 28, 2026	ADJ BOOK BALANCE		3,975,634.10

**BANK RECONCILIATION**

February 28, 2026

Bank Balance- Embassy	3,975,634.10	
Memos		
Outstanding Checks	0.00	
Deposit in Transit	0.00	
February 28, 2026	ADJ BANK BALANCE	3,975,634.10

**Ladies and Gentlemen:**

Your Treasurer respectfully submits the following report for the period ending

February 28, 2026

**PAYROLL FUND - EMBASSY BANK**

February 1, 2026			16,189.42
	Receipts	538,936.47	
	Interest	1.11	
	Void Checks		538,937.58
	Fees		
	Disbursements	(542,938.21)	(542,938.21)
February 28, 2026	ADJ BOOK BALANCE		12,188.79

**BANK RECONCILIATION**

February 28, 2026

Bank Balance- Embassy	18,158.09
Memos	
Outstanding Checks	(5,969.30)
Deposit in Transit	
February 28, 2026	ADJ BANK BALANCE
	12,188.79

**CAFETERIA FUND - EMBASSY BANK**

February 1, 2026			71,434.23
	Receipts	9,402.21	
	Transfers		
	Interest	1.34	9,403.55
	Disbursements	(13,580.59)	
	Void Check	0.00	(13,580.59)
February 28, 2026	ADJ BOOK BALANCE		67,257.19

**BANK RECONCILIATION**

February 28, 2026

Bank Balance- Embassy	67,170.89
Memos	0.00
Outstanding Checks	0.00
Deposit in Transit	86.30
February 28, 2026	ADJ BANK BALANCE
	67,257.19

**ADULT EDUCATION FUND - EMBASSY BANK**

February 1, 2026			378,632.05
	Receipts	26,125.65	
	PLGIT Transfers	0.00	
	Interest	7.36	26,133.01
	Disbursements	(24,620.85)	
	Void Checks	0.00	
	PLGIT Transfer	0.00	(24,620.85)
February 28, 2026	ADJ BOOK BALANCE		380,144.21

**BANK RECONCILIATION**

February 28, 2026

Bank Balance	379,696.95
Memos	0.00
Outstanding Checks	(775.24)
Deposit in Transit	1,222.50
February 28, 2026	ADJ BANK BALANCE
	380,144.21

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

February 28, 2026

<b>STUDENT ACTIVITY ACCT - EMBASSY BANK</b>			
February 1, 2026			55,532.24
	Receipts	17,542.23	
	Other		
	Interest	1.12	17,543.35
	Disbursements	(15,482.33)	
	Other--Ret'd Check		
	Voided Check	0.00	(15,482.33)
February 28, 2026	<b>ADJ BOOK BALANCE</b>		<b>57,593.26</b>

**BANK RECONCILIATION**

February 28, 2026

Bank Balance	57,593.26	
Outstanding Checks	0.00	
Deposit in Transit	0.00	
February 28, 2026	<b>ADJ BANK BALANCE</b>	<b>57,593.26</b>

**REPORT OF DEPOSITORIES**

February 28, 2026

**EMBASSY BANK**

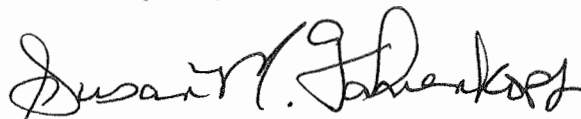
General Fund	3,681,153.67
Capital Reserve	159,487.17
Capital Projects	3,975,634.10
Payroll Account	18,158.09
Cafeteria Fund	67,170.89
Adult Ed. Fund	379,696.95
Student Activity Fund	57,593.26

**PLGIT**

PLGIT General Fund	714,790.81	
PLGIT CD (General Fund)	0.00	714,790.81
PLGIT Capital Reserve	3,771,829.29	
PLGIT CD (Cap Reserve)	0.00	3,771,829.29
PLGIT Adult Fund	0.00	
PLGIT CD (Adult Fund)	0.00	0.00

**TOTAL BANK BALANCES 12,825,514.23**

Respectfully submitted,



Susan M. Fahrenkopf  
Secretary/Treasurer

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

IN-SERVICE – RECOGNITION OF STUDENT COMPETITORS

The students advancing to the State level of the SkillsUSA competition were recognized by the Joint Committee, congratulated and wished the best of luck. The students thanked the Joint Committee for their support.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

IN-SERVICE – AUTO TECH SUPPORT POSITION PRESENTATION

Mr. Jeff Cantrel and Mr. Howie Nonnemacher, Automotive Technology Instructors, presented regarding the need to create a support staff/lab assistant position for their program.

Following this presentation, on a motion by Director Patrick, seconded by Director Makary, and all present voting in favor, the agenda was amended to include Item J.12, for the consideration of creating a support staff/lab assistant position for the Automotive Technology program.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

IN-SERVICE – EXPANSION PROJECT UPDATE

Mr. Arif Fazil, of CHA Consulting, was present at the meeting to provide an update on the work being done at the Columbia Street (South Campus) location and the proposed renovations to the main campus.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL  
April 7, 2026

PAYMENT OF BILLS

RECOMMENDATION:

a.) GENERAL BUDGET

That the bills through April 7, 2026 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 Makary  
SECOND BY: Director Demko  
ROLL CALL Motion carried by the following roll call vote: Aye:  
Directors Faccinetto, Patrick, Recchiuti, White, Demko, Dettmar,  
Makary, Soldridge – eight; Nay: none

REPORT DATE		BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL			EMBASSY BANK - GENERAL FUND
4/7/2026					
CHECK		CHECK			
DATE	PREPAY	NUMBER	VENDOR	AMOUNT	DESCRIPTION
3/4/2026	Y	35081	BETHLEHEM PARKING AUTHORITY	\$ 2,400.00	PARKING PERMITS
3/4/2026	Y	35082	GORMAN & ASSOCIATES P.C.	\$ 2,600.00	ANNUAL AUDIT 24-25
3/4/2026	Y	35083	KIRIPOSKI & SONS	\$ 125.00	PORT O POTTY HOUSE PROJECT
3/4/2026	Y	35084	UGI UTILITIES	\$ 1,586.59	GAS SERVICE
3/4/2026	Y	35085	WEX BANK	\$ 338.93	FUEL 25-26
3/11/2026	Y	35086	CANON SOLUTIONS AMERICA, INC.	\$ 81.10	COPIER MAINTENANCE
3/11/2026	Y	35087	CHRIN HAULING, INC	\$ 2,758.30	TRASH REMOVAL
3/11/2026	Y	35088	CITY OF BETHLEHEM	\$ 795.92	25-26 WATER BILL
3/11/2026	Y	35089	NRG BUSINESS MARKETING	\$ 2,244.84	25-26 GAS SUPPLY
3/11/2026	Y	35090	ONEGROUP NY, INC.	\$ 77.00	INSURANCE RENEWAL
3/11/2026	Y	35091	PP&L	\$ 25,847.72	25-26 ELECTRIC
3/11/2026	Y	35092	UGI ENERGY SERVICES LLC	\$ 2,469.19	GAS SERVICE
3/11/2026	Y	35093	UGI UTILITIES	\$ 3,512.26	GAS SERVICE
3/11/2026	Y	35094	VERIZON WIRELESS	\$ 265.42	CELL PHONES
3/17/2026	Y	35095	EMBASSY BANK -	\$ 8,973.36	OFFICE, CLASSROOM SUPPLIES, TRAVEL
3/18/2026	Y	35096	BETHLEHEM PARKING AUTHORITY	\$ 2,400.00	PARKING PERMITS
3/18/2026	Y	35097	CANON FINANCIAL SERVICES, INC.	\$ 1,963.15	LEASE RENTAL OF HARDWARE
3/18/2026	Y	35098	ECCOTROL LLC	\$ 722.50	ANNUAL SERVICE CONTRACT
3/18/2026	Y	35099	EMILY HOUGH	\$ 5,700.00	TUITION REIMBURSEMENT
3/18/2026	Y	35100	PENTELEDATA	\$ 822.50	INTERNET SERVICE COLUMBIA ST
3/18/2026	Y	35101	PP&L	\$ 2,179.38	25-26 ELECTRIC
3/18/2026	Y	35102	SERVICE ELECTRIC CABLE TV	\$ 98.74	PHONE SERVICE
3/25/2026	Y	35103	BETHLEHEM TOWNSHIP	\$ 2,932.43	CONSTRUCTION ESCROW
3/25/2026	Y	35104	LOWES BUSINESS ACCOUNT	\$ 169.10	HOUSE PROJECT, & BUILDING TRADES SUPPLIES
3/25/2026	Y	35105	MICHAEL LEASER	\$ 400.00	OCA FEE REIMBURSEMENT
3/25/2026	Y	35106	PARKLAND SCHOOL DISTRICT	\$ 68.45	LE NOR CO FOOD AGREEMENT
3/30/2026	Y	35107	HOME DEPOT CREDIT SVCS.	\$ 1,875.86	HOUSE PROJECT SUPPLIES
3/30/2026	Y	35108	UGI UTILITIES	\$ 5,201.07	GAS SERVICE

REPORT DATE		BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL			EMBASSY BANK - GENERAL FUND
4/7/2026					
CHECK		CHECK			
DATE	PREPAY	NUMBER	VENDOR	AMOUNT	DESCRIPTION
4/7/2026		35109	ADVANCE AUTO PARTS	\$ 656.85	AUTO TECH SUPPLIES
4/7/2026		35110	ALBARELL ELECTRIC INC.	\$ 6,534.00	SERVICES
4/7/2026		35111	ALL-PHASE ELECTRIC SUPPLY CO.	\$ 1,660.95	MECHATRONICS SUPPLIES
4/7/2026		35112	AMAZON CAPITOL SERVICES	\$ 12,333.30	OFFIE, CLASSROOM, MAINTENANCE SUPPLIES
4/7/2026		35113	APPLE INC.	\$ 249.50	TECHNOLOGY SUPPLIES
4/7/2026		35114	AUTOZONE	\$ 471.58	AUTO TECH SUPPLIES
4/7/2026		35115	AYKROYD HARDWARE	\$ 114.85	CARPENTRY SUPPLIES
4/7/2026		35116	BATH SUPPLY	\$ 599.01	PLUMBING SUPPLIES
4/7/2026		35117	BEAUTY SYSTEM GROUP LLC	\$ 5,431.56	COSMOTOLOGY SUPPLIES
4/7/2026		35118	BETH-HANOVER SUPPLY CO.	\$ 7,557.81	MASONRY SUPPLIES
4/7/2026		35119	BETHLEHEM FORD	\$ 50.84	AUTO TECH SUPPLIES
4/7/2026		35120	BILL FLANNERY AUTOMOTIVE	\$ 3,737.66	AUTO COLLISION SUPPLIES
4/7/2026		35121	BINDICS CUSTOM SCREEN PRINTING	\$ 3,444.85	CLASS HOODIES/SHIRTS
4/7/2026		35122	BINDICS EMBROIDERY	\$ 25.00	SHOP SHIRT
4/7/2026		35123	BURMAX CO.	\$ 2,881.08	COSMOTOLOGY SUPPLIES
4/7/2026		35124	CM REGENT LLC	\$ 2,934.71	APRIL LIFE/LTD
4/7/2026		35125	CONNIE MUSCHKO	\$ 283.55	MILEAGE REIMBURSEMNT
4/7/2026		35126	COOPER ELECTRIC SUPPLY	\$ 7,586.77	ELECTRICAL SUPPLIES
4/7/2026		35127	CUTTING EDGE PROPERTY SERVICES	\$ 9,105.00	PLOWING/SALTING
4/7/2026		35128	DEAN RUCH	\$ 264.73	MILEAGE REIMBURSEMENT
4/7/2026		35129	DERMALOGICA	\$ 286.20	AESTHETICS SUPPLIES
4/7/2026		35130	DICK BLICK CO. INC.	\$ 1,584.45	COMMERCIAL ART SUPPLIES
4/7/2026		35131	DIGIKEY CORP.	\$ 156.35	ELECTRONICS SUPPIES
4/7/2026		35132	DRISCOLL FOODS	\$ 1,626.96	CULINARY SUPPLIES
4/7/2026		35133	DYKES LUMBER COMPANY	\$ 346.62	CARPENTRY SUPPLIES
4/7/2026		35134	EASTERN AUTOPARTS WAREHOUSE	\$ 1,342.06	AUTO TECH SUPPLIES
4/7/2026		35135	EBTEP	\$ 164,515.40	APRIL BENEFITS
4/7/2026		35136	FRONTLINE TECHNOLOGIES GROUP	\$ 4,741.49	ABSENCE & SUBSTITUTE MANAGMENT

REPORT DATE		BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL			EMBASSY BANK - GENERAL FUND
4/7/2026					
CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	AMOUNT	DESCRIPTION
4/7/2026		35137	HIGHMARK BLUE SHIELD	\$ 1,074.51	APRIL VISION
4/7/2026		35138	INTEGRA ONE	\$ 6,438.00	TECHNOLOGY SUPPLIES
4/7/2026		35139	INTEGRITEC INC.	\$ 245.00	WATER TREATMENT
4/7/2026		35140	JAMECO ELECTRONICS	\$ 664.19	ELECTRONICS SUPPLIES
4/7/2026		35141	JASPER ENGINES & TRANSMISSIONS	\$ 4,740.00	AUTO TECH SUPPLIES
4/7/2026		35142	KAREN MUSTONEN	\$ 142.83	MILEAGE REBURSEMENT
4/7/2026		35143	KEYSTONE AUTOMOTIVE	\$ 2,087.25	AUTO COLLISION SUPPLIES
4/7/2026		35144	KING SPRY HERMAN FREUND FAUL	\$ 5,067.17	SOLICITOR'S FEES
4/7/2026		35145	KIRIPOSKI & SONS	\$ 125.00	PORT O POTTY HOUSE PROJECT
4/7/2026		35146	L & W SUPPLY CORPORATION	\$ 1,700.84	BLDG. TRADES SUPPLIES
4/7/2026		35147	L.V. JANITORIAL SUPPLY	\$ 672.95	REPAIRS
4/7/2026		35148	LAMINATING & BINDING SOLUTIONS	\$ 145.98	GRAPHICS SUPPLIES
4/7/2026		35149	MAINSTREAM ENGINEERING	\$ 344.63	VOUCHERS
4/7/2026		35150	MASONRY INSTRUCTORS ASSOC. OF PA.	\$ 100.00	MEMBERSHIP
4/7/2026		35151	MORE MILES AUTOMOTIVE LLC	\$ 105.00	INSPECTION
4/7/2026		35152	MOUSER ELECTRONICS	\$ 18.99	ELECTRONICS SUPPLIES
4/7/2026		35153	MOYER LUMBER & HARDWARE	\$ 5,491.01	CARPENTRY & BLDG. TRADES SUPPLIES
4/7/2026		35154	MOYER PEST CONTROL	\$ 139.00	PEST CONTROL
4/7/2026		35155	NAPA AUTO PARTS	\$ 1,089.30	AUTO TECH SUPPLIES
4/7/2026		35156	NAZARETH PRODUCE	\$ 134.20	BAKING SUPPLIES
4/7/2026		35157	PENNRIDGE NUTRITIONAL SERVICES	\$ 180.00	LENORCO PAPER BID AD
4/7/2026		35158	PEPSICO BEVERAGE SALES LLC	\$ 732.51	SCHOOL STORE SUPPLIES
4/7/2026		35159	PERFORMANCE FOOD GROUP	\$ 3,442.47	CULINARY SUPPLIES
4/7/2026		35160	PF INNOVATION LLC	\$ 2,505.00	CLASS SHIRTS
4/7/2026		35161	POCKET NURSE	\$ 1,767.75	HEALTH CAREERS SUPPLIES
4/7/2026		35162	PREMIUM SIGN SUPPLIES INC.	\$ 267.43	GRAPHICS SUPPLIES
4/7/2026		35163	PRINT GRAPHICS INC.	\$ 398.38	LASER CHECKS
4/7/2026		35164	PRO COMPRESSOR	\$ 986.05	SERVICE CALL

REPORT DATE		BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL			EMBASSY BANK - GENERAL FUND
4/7/2026					
CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	AMOUNT	DESCRIPTION
4/7/2026		35165	PURSELL STORAGE CO. LLC	\$ 903.00	STORAGE CONTAINERS
4/7/2026		35166	QUILL CORP.	\$ 2,337.66	OFFICE & CLASSROOM SUPPLIES
4/7/2026		35167	R.E. MICHEL	\$ 459.91	HVAC SUPPLIES
4/7/2026		35168	RESET OUTDOORS	\$ 17,850.00	MENTAL HEALTH SERVICES
4/7/2026		35169	RICHTER DRAFTING AND OFFICE SUPPLY CO.	\$ 646.18	OFFICE & CLASSROOM SUPPLIES
4/7/2026		35170	SAFETY KLEEN	\$ 710.90	SERVICES
4/7/2026		35171	SAN MAR CORPORATION	\$ 478.55	GRAPHICS SUPPLIES
4/7/2026		35172	SDIC	\$ 86.13	WCOMP CLAIMS
4/7/2026		35173	SHARDA PAPER INC	\$ 982.38	GRAPHICS SUPPLIES
4/7/2026		35174	SKILLS USA COUNCIL	\$ 2,967.43	QUARTERLY SERVICES
4/7/2026		35175	STATE CHEMICAL	\$ 308.05	DRAIN MAINTENANCE
4/7/2026		35176	SYSCO	\$ 5,476.11	CULINARY & BAKING SUPPLIES
4/7/2026		35177	TEACHERS PAY TEACHERS	\$ 127.47	SUBSCRIPTION
4/7/2026		35178	THE MORNING CALL	\$ 851.99	SUBSCRIPTION RENEWAL
4/7/2026		35179	TIMES NEWS LLC	\$ 12.95	SUBSCRIPTION RENEWAL
4/7/2026		35180	ULINE	\$ 1,216.32	MAINTENANCE SUPPLIES
4/7/2026		35181	UNIVERSAL DOOR SERVICES LLC	\$ 2,735.00	LOCKSETS
4/7/2026		35182	UPS FREIGHT	\$ 59.72	RETURN
4/7/2026		35183	W.W. GRAINGER	\$ 74.51	MAINTENANCE SUPPLIES
4/7/2026		35184	WILSON PRODUCTS	\$ 2,810.23	CYLINDER RENTALS
4/7/2026		35185	WINTER ENGINE-GENERATOR SERVICE	\$ 858.00	TROUBLESHOOT
3/31/2026	Y	35186	TACK'S TRUCK AND TRAILER	\$30,000.00	FOOD TRUCK
			<b>TOTAL</b>	<b>\$431,889.87</b>	

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

April 7, 2026

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

The administration respectfully submits the following information and recommendations:

1. STAFFING

- a. That the following appointments be approved:

**Kelly Cahoon**

Position: Assistant Director  
Salary/Benefits: \$150,000.00, per year for the 2026-2027 school year,  
with benefits in accordance with the Act 93 Employee  
Agreement  
Effective: July 1, 2026, pending receipt of all required paperwork

**Tamara Faust**

Position: School-to-Career Coordinator  
Salary/Benefits: \$95,205.10 (Column F, Top) for the 2026-2027  
school year, with benefits in accordance with the  
Professional Employee Benefit package.  
Effective: August 17, 2026, pending receipt of all required  
Paperwork

**Jenifer Stilgenbauer**

Position: Full-time Supervisor of Lifelong Learning  
Salary/Benefits: \$97,500.00, for the 2026-2027 school year, with  
Benefits in accordance with Employment Agreement  
Effective: July 1, 2026

- b. That the Executive Director be authorized to execute the attached employment agreement with Jenifer Stilgenbauer, Full-time Supervisor of Lifelong Learning.
- c. That the following individual be granted a Family Medical Leave:  
Employee #0453: Effective 5/22/26 for up to 12 weeks
- d. That the effective date of retirement for Connie Muschko be changed to June 12, 2026.

MOTION BY: Director Makary

SECOND BY: Director Patrick

ROLL CALL

Motion carried by the following roll call vote: Aye:

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

**EMPLOYMENT AGREEMENT  
BETWEEN JENIFER STILGENBAUER AND THE JOINT  
COMMITTEE OF THE BETHLEHEM AREA VOCATIONAL-  
TECHNICAL SCHOOL**

THIS EMPLOYMENT AGREEMENT (hereafter "Agreement") is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the Joint Committee of the Bethlehem Area Vocational-Technical School, with offices located at 3300 Chester Avenue, Bethlehem, Pennsylvania 18020 (hereinafter referred to as "BAVTS") and Jenifer Stilgenbauer (hereinafter referred to as "Employee"). The BAVTS and Employee may hereinafter be collectively referred to as the "Parties".

WHEREAS, the Joint Committee of BAVTS, at a regularly scheduled meeting duly and properly called upon this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ did appoint the Employee to the full-time position of Supervisor of Lifelong Learning; and

WHEREAS, BAVTS desires to provide the Employee with a written employment contract to describe the relationship between the Parties.

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

**SECTION 1. TERM**

1. 1 The term of this Agreement shall be for the period from July 1, 2026 through June 30, 2027, unless sooner terminated pursuant to the terms set forth herein.

1. 2 **This Agreement is expressly conditioned upon the continued profitability of the Continuing Education Program. The Parties agree that this Employment Agreement will be nullified immediately upon the determination of a negative fund balance in the program, unless otherwise agreed, in writing, between BAVTS and the Employee.**

**SECTION 2. DUTIES AND QUALIFICATIONS**

2.1 Employee agrees to perform faithfully and professionally the duties of Supervisor of Lifelong Learning in accordance with the provisions of the School Code and the rules, regulations, and policies of the Board. The duties and responsibilities of the aforementioned positions have been set forth in the Job Description, a copy of which is attached as Exhibit "A".

2.2 Employee covenants that he/she possesses all of the qualifications that are required by the job description and as represented in his/her application. Any misrepresentation by the Employee, whether intentional or unintentional, of his/her credentials or qualifications shall be grounds for dismissal and termination of this Agreement.

2.3 BAVTS retains the right to reasonably request a recent criminal history record information and/or child abuse clearance from Employee at any time during the Term of this Agreement. For purposes of this paragraph, "recent" shall mean a criminal history record information and/or child abuse clearance that has been performed within one (1) year of Employee's submission of the criminal history record information and/or child abuse clearance to the BAVTS. Employee further agrees that if, during the Term of this Agreement, the Employee is arrested and/or convicted of an offense requiring notification to the BAVTS pursuant to 24 P.S. § 1-111, Employee shall so notify the BAVTS of such arrest or conviction within seventy-two (72) hours of the arrest or conviction.

### **SECTION 3. COMPENSATION**

3.1 Effective July 1, 2026, the annual salary of the Employee shall be \$97,500.00. The salary is based upon 217 work days in the period of July 1, 2026 through June 30, 2027.

3.2 The Employee will receive his/her wages in twenty-six (26) pay periods or twenty-seven (27) pay periods, depending on the scheduled biweekly pay dates.

3.3 The Employee will track time worked in a manner directed by the BAVTS Executive Director or designee. The Employee agrees to truthfully and accurately report all time worked. Furthermore, the Employee agrees that any work in excess of the 217 work days are not compensable.

3.4 The Employee will receive his/her salary, minus statutory deductions, as according to BAVTS's regular payroll.

3.5 Any inaccuracies in pay are to be communicated immediately to the Executive Director, or designee.

3.6 The Employee shall only be entitled to the paid leave and any other benefits as listed below:

- a. **Life Insurance.** Term Life Insurance, equal to two (2) times the Employees's then-current annual salary. The Employee shall be allowed to convert Group Life Benefits to a Personal Policy which will be issued without medical examination.

- b. **Medical Insurance.** Each Administrator shall receive group health insurance, dental insurance, prescription drug insurance, and vision care as defined in the then-current BAVTS Professional Association Contract. The Joint Committee will continue to provide these benefits at no cost to the Employee whenever he/she has an absence due to a verified illness or disability which exceeds his/her accumulated sick days and is on a leave of absence approved by the Joint Committee.
- c. **Disability Insurance.** The Joint Committee will pay the total premium for a Long-Term Disability Insurance Policy for each Administrator. The policy shall have the following minimum provisions: monthly benefits of sixty percent (60%) of covered wages to a maximum of Six Thousand Dollars and 00/100 (\$6,000.00) per month, elimination period of the greater of thirty (30) days or accumulated sick leave, and a maximum benefit duration of Social Security Normal Retirement age.
- d. **Sick Days.** The Employee shall receive ten (10) sick days per BAVTS fiscal year. The unused portion of such allowance of sick leave shall accrue year to year without limit.
- e. **Emergency Days.** The Employee shall be provided with two (2) emergency days in any one BAVTS fiscal year, which shall be deducted from sick leave; provided, however, emergency days may be permitted without deduction from sick leave for personal emergencies, subject to the approval of the Executive Director.
- f. **Personal Days.** Two (2) unrestricted personal days per school year without loss of compensation or sick leave shall be allowed to the Employee, provided written notice has been given to the Executive Director at least 48 hours prior to the personal day requested. Up to three (3) personal days may be accumulated and carried forward to the next school year. Personal days in excess of three (3) days at the end of a school year will be converted to sick days.
- g. **Death in Family.** Up to five (5) working days absence, at full salary, shall be allowed in the event of a death in the immediate family of an employee covered by this Agreement. Members of the immediate family shall be defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law, or near relative who resides in the same household, or any person with whom the employee has made his/her home. The Executive Director and/or designee may extend the period of absence with pay, at his/her discretion, to accommodate special circumstances which must be explained in writing. Day 4 and Day 5, if taken, will be deducted from sick leave.

h. **Death of Near Relative.** Up to two (2) working days absence, at full salary, shall be allowed to attend the funeral of a near relative of the employee, spouse or any person with whom the employee has made his/her home. A near relative shall be defined as first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, brother-in-law, sister-in-law, son-in-law, or daughter-in-law. The Executive Director and/or designee may extend the period of absence with pay at his/her discretion to accommodate special circumstances which must be explained in writing. The second day and each day thereafter, if taken, will be deducted from sick leave.

i. **Retirement Severance.** Unused sick leave will be paid at One Hundred Dollars and 00/100 (\$100.00) per day for up to Two Hundred (200) days, regardless of years of service. The value of all unused sick leave payments and incentives accrued at the time of termination of employment shall be contributed as an employer contribution by the school district into a Section 403(b) tax sheltered account of the employee's choice up to the amount permissible by law. Any amounts in excess of the shelter limit will be contributed in subsequent tax years up to the amount permissible by law, payable on the first business day of the new tax year. In no case will any unused sick leave payments and/or incentives be paid directly to the employee. Written notification of intended retirement date must be submitted to the Executive Director at least six (6) months prior to the intended retirement date in order to be eligible for sick leave retirement allowance. This notification requirement shall be waived if the Administrator is advised of a reduction in hours or the Administrator experiences one of the following qualifying events: Marriage, Divorce, Death of Spouse, Birth/Adoption of Child, or Spouse involuntarily losing employment.

J. **Longevity Stipend.** Longevity compensation will be based on years of service to the Bethlehem Area Vocational-Technical School on the anniversary date of hire into this full-time Supervisor of Lifelong Learning position. The compensation will begin after the completion of five years full-time service as Supervisor of Lifelong Learning at BAVTS.

5 yrs - 10yrs =	\$1,750.00 annually
11yrs - 15yrs =	\$2,000.00 annually
16yrs - 20yrs =	\$2,250.00 annually
20yrs+ =	\$2,500.00 annually

The payment will be made in a single lump sum on the payroll following the anniversary date and is not added to salary.

3.7 Reimbursement for expenses shall be as communicated by BAVTS to the Employee.

#### **SECTION 4. RENEWAL AND TERMINATION**

4.1 Prior to the expiration of this Agreement, the Agreement may be terminated only by: Resignation of the Employee upon two weeks' advance written notice to BAVTS; or written mutual agreement of the Parties; or discharge of the Employee, pursuant to the provisions of the School Code, after due notice and, if demanded, after a hearing.

4.2 Upon the expiration of this Agreement, BAVTS may, solely at its option, either: Renew this Agreement or offer a new employment to the Employee; or terminate this Agreement without notice, cause, or a hearing.

4.3 This Agreement will not be renewed, modified, or extended without an affirmative vote of the BAVTS Joint Operating Committee.

#### **SECTION 5. MISCELLANEOUS**

5.1 All references to Public School Code or any law or regulation contained herein shall also refer to any amendment or recodification of such Code.

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

5.3 The failure to enforce or require the performance at any time of the provisions of this Agreement shall in no way be construed to be a waiver of such provisions and shall not affect either the validity of this Agreement or any part hereof, or the right of either party thereafter to enforce each and every provision in accordance with the terms of this Agreement.

5.4 All agreements and covenants contained in this Agreement are severable, and in the event any of them are held to be invalid by any competent court, this Agreement will be interpreted as if invalid agreements or covenants were not contained in this Agreement.

5.5 The provisions of this Agreement and amendments thereto may not be revised or modified except by written amendment upon mutual consent of both Parties. This Agreement sets forth the entire agreement and understanding between the Parties and supersedes any prior agreement or understanding, written or oral, relating to the subject matter of this Agreement.

5.6 This Agreement shall be binding on the heirs, successors, assigns, and legal representatives of the Parties hereto.

IN WITNESS THEREOF, the Parties hereto have executed this Agreement the date first above written.

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Adam S. Lazarchak  
Executive Director  
Bethlehem Area Vocational-Technical School

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Jenifer Stilgenbauer  
Supervisor of Lifelong Learning

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL  
April 7, 2026

2. 2026-2027 BUDGET CONSIDERATION

INFORMATION:

The 2026-2027 Bethlehem Area Vocational-Technical School budget in the amount of \$17,090,354.00 was presented at the March Joint Committee meeting.

RECOMMENDATION:

That the Joint Committee approve the preliminary 2026-2027 Bethlehem Area Vocational-Technical School budget in the amount of \$17,090,354.00 and recommend the adoption of that budget by the three participating school districts' Board of Directors.

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

3. OCCUPATIONAL ADVISORY COMMITTEE MEMBERS

RECOMMENDATION:

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

First Name	Last Name	Job Title	Company	Program/Shop
Katelyn	Amy	Physical Therapy/ 3D Printing Clinical Specialist	Good Shepherd Rehabilitation	Mechatronics
Tara	Apgar	EMT/ Preceptor/ Community Outreach Coordinator	Borough of Emmaus	Protective Services
Amy	Balliet	Instructor	Career Institute of Technology	Vet Science
Edgar	Balliet	Owner	Balliet and Associates	Vet Science
Erin	Bauer	Industry Program Manager	National Fluid Power Association	Mechatronics
Jon	Buskirk	Assistant Chief of Police	Lehigh University Police Department	Protective Services
Renee	Coyle	Adjunct Professor	LCC/NCC Vet Tech Program	Vet Science
Bobbie	Durnoff	Vet Tech	Christmas City Veterinary Hospital	Vet Science
Collin	Fish	Creative Director	Phoenix Fire Media	Social Media & Marketing
Patrick	Jeffers	General Manager	Nucar Automall Allentown	Auto Tech
Anne	Korves	retired		Baking
Katie	Kropp	Owner	Companion Animal Hospital	Vet Science
Michele	Morgan	Vet Tech	Christmas City Veterinary Hospital	Vet Science
Taryn	Romanczak	Teacher/ CVT	HCVSD/ Animal Mansion Vet Hospital	Vet Science
Victoria	Rubio	Instructional Assistant	Career Institute of Technology	Vet Science
Savannah	Smentkowski	Nursing student	Moravian University	Health Careers
Jennifer	VanBrunt	Owner	Pup N Bubbles, LLC	Vet Science
Jim	Zane	Owner	Bethlehem Gallery of Floors	Building Trades/Carpentry

MOTION BY:

Director Makary

SECOND BY:

Director Patrick

ROLL CALL

Motion carried by the following roll call vote: Aye:

Directors Faccinetto, Patrick, Recchiuti, White, Demko, Dettmar, Makary,

Soldridge – eight; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

4. CONFERENCE REQUESTS

RECOMMENDATION:

That Adam Lazarchak, Executive Director, Kelly Cahoon, Assistant Director, Janelle Schaeffer, Supervisor of CTE, Robert Warmouth, Business Administrator, and Dennis Nolen, Network Administrator, be granted permission to attend the Pennsylvania Association of Career and Technical Administrators (PACTA) Summer Leadership Conference in State College, PA from July 28-30, 2026. The approximate cost is \$4,415.00.

That Tyler Heft, Electronics Technology Instructor, and Michael Galler, Supervisor of CTE, be granted permission to attend the Aerospace Maintenance Conference/ EXPO in Orlando Florida, from April 21-23, 2026. The approximate cost is \$1,500. The purpose of this trip is to learn about national competition, network with vendors for equipment/trainers for aviation, avionics and electronics.

Any conference requests listed above are in the budget.

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL  
April 7, 2026

5. REVISED BAVTS 2025-2026 SCHOOL CALENDAR

INFORMATION:

The 2025-2026 school year needs to be revised due to the number of snow/emergency days used to date. These unforeseen days reduced our “original” school calendar from 182 days of instruction to 177 day of instruction. In accordance with Pennsylvania Department of Education (PDE), this institution needs to be open for business for our students a minimum of 180 days. In keeping with the three sending school districts’ calendar revisions, the following dates have been added to the calendar as instructional days: Friday, June 5, 2026, Monday, June 8, 2026 and Tuesday, June 9, 2026. The last day for teachers will be Wednesday, June 10, 2026.

Further loss of instructional days will make it necessary to add days to the end of the school year.

RECOMMENDATION:

That the revised 2025-2026 school calendar be approved as presented; and that should additional snow/emergency days be used, that the appropriate amount of days needed be added to the end of the school year.

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

# BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

## 2025-2026 School Calendar – REVISED FOR SNOW DAYS

- 18 New Teacher In-Service
- 19 New Teacher In-Service
- 20 In-Service (1 of 6)
- 21 In-Service (2 of 6)
- 22 NO SCHOOL FOR 10 MONTH INSTRUCTIONAL STAFF
- 25 FIRST DAY FOR ALL STUDENTS

B – 5      N – 5      SV – 5

AUGUST '25						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 13 SVSD Open  
BASD, NASD – In-Service  
BAVTS - In-Service (5 of 6)
- 16 Presidents' Day  
ALL CLOSED

B – 18  
N – 18  
SV – 18

FEBRUARY '26						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

- 1 Labor Day  
ALL CLOSED

B – 21  
N – 21  
SV – 21

SEPTEMBER '25						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 16 SVSD In-Service

B – 22  
N – 22  
SV – 21 (In-Service on 3/16)

MARCH '26						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 2 Yom Kippur  
BASD – Closed  
NASD, SVSD, BAVTS - Open
- 13 Columbus Day  
BASD – Open  
NASD, SVSD – In-Service  
BAVTS - Open
- B – 22 (Yom Kippur on 10/2)
- N – 22 (In-Service on 10/13)
- SV – 22 (In-Service on 10/13)

OCTOBER '25						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 2 Spring Recess Begins
- 3 GOOD FRIDAY  
ALL CLOSED
- 6 Last Day of Spring Recess  
For BASD, NASD, BAVTS  
SV Open on 4/6/26
- 7 ALL SCHOOLS OPEN
- B – 19
- N – 19
- SV – 19

APRIL '26						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 4 Election Day  
BASD – In-Service  
NASD, SVSD - Open  
BAVTS – In-Service (3 of 6)
- 26 Thanksgiving Recess Begins  
BASD–Closed, NASD In-Svc  
SVSD–In Svc./Act 80 - 11/24-26  
BAVTS – In-Service (4 of 6)
- B – 16
- N – 16
- SV-14 (In Service on 11/25,11/26)

NOVEMBER '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 25 MEMORIAL DAY  
ALL CLOSED
- B – 19 (Primary Day TBD)
- N – 20
- SV – 20

MAY '26						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 1 Last Day of Thanksgiving Recess  
For BAVTS, BASD, NASD  
SV Open
- 22 SVSD In-Svc., BASD Closed  
NASD, BAVTS - Open
- 23 SVSD Act 80, BASD, BAVTS - Closed  
NASD- Open
- B – 14 (Closed 12/22)
- N – 15
- SV – 14 (In-Svc/Act 80 12/22)

DECEMBER '25						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 9 Last Day For Students
- 10 Last Day For Teachers  
In-Service (6 of 6)
- B – 4  
(Last Student Day – 6/8)
- N – 1  
(Last Student Day – 6/1)
- SV – 4  
(Last Student Day - 6/5)

JUNE '26						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 5 ALL SCHOOLS RE-OPEN
- 19 M.L. KING DAY  
SVSD – In-Service  
BASD, NASD, BAVTS - Closed
- B – 19
- N – 19
- SV – 19

JANUARY '26						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- BAVTS IN-SERVICE DAYS (6):**
- |              |             |
|--------------|-------------|
| Wed., 8/20   | Wed., 11/26 |
| Thurs., 8/21 | Fri., 2/13  |
| Tues., 11/4  | Wed., 6/10  |

**TOTAL DISTRICT DAYS:**  
B-179    N-178    SV-177

BAVTS STUDENT/TEACHER DAYS			
Aug.	5/7	Feb.	18/19
Sept.	21/21	Mar.	22/22
Oct.	23/23	Apr.	19/19
Nov.	16/18	May	20/20
Dec.	15/15	June	4/5
Jan.	19/19	<b>TOTAL</b>	<b>182/188</b>

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

6. SKILLS USA NATIONAL LEADERSHIP AND SKILLS CONFERENCE

The Bethlehem Area Vocational-Technical School SkillsUSA Organization would like to send students to the 2026 National Leadership and Skills Conference (NLSC). We will be sending approximately five (5) students and three (3) advisors to Atlanta, Georgia, for the Conference, to be held June 1-3, 2026. The approximate cost for the trip with this number of people would be \$18,000.00.

As the number of competitors has not yet been determined due to the timing of the competition, we may be presenting a revised agenda item at the next meeting. The maximum number of advisors would be four (4), and the maximum number of students would be fourteen (14).

MOTION BY: Director Makary

SECOND BY: Director Patrick

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

7. HOSA INTERNATIONAL LEADERSHIP CONFERENCE

RECOMMENDATION:

The Bethlehem Area Vocational-Technical School HOSA-Future Health Professionals chapter is requesting to take one (1) student and two (2) advisors/chaperones to the International Leadership Conference in Indianapolis, Indiana June 16-21, 2026. The student placing second at the State Competition will be competing. The approximate cost to the school for the two (2) chaperones is not to exceed \$6,500.00. The student cost will be paid with fundraising.

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

8. PROPOSED 2026-2027 SCHOOL CALENDAR

INFORMATION:

BAVTS administration has been working closely with representatives of the three districts attempting to develop a calendar for the 2026-2027 school term that mirrors the districts. Attached is the proposed calendar for 2026-2027 as well as a matrix indicating the remaining conflicting days within the three school districts and BAVTS.

The proposed calendar detailing paid holidays for 12-month employees, per the respective employee agreements, for the 2026-2027 school year is also presented for review and approval.

RECOMMENDATION:

That the 2026-2027 school calendars be approved as presented.

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

**CALENDAR COMPARISONS FOR 2026-2027**

<b>CATEGORY</b>	<b>DATE</b>	<b>BETHLEHEM</b>	<b>NORTHAMPTON</b>	<b>SAUCON VALLEY</b>	<b>BAVTS</b>
In-Service/Teacher Prep		8/12-8/17 (New Teachers) Wednesday-Monday 8/18-8/21 Tuesday-Friday	8/17 – 8/20 Monday-Thursday	8/19 – 8/21 Wednesday-Friday	8/17–8/18 (New Teachers) Monday - Tuesday 8/19 – 8/20 (All) Wed. – Thurs.
First Day for Students	Mon., 8/24/26	Open	Open	Open	Open
Labor Day Holiday	Mon., 9/7/26	Closed	Closed	Closed	Closed
Yom Kippur	Mon., 9/21/26	Closed	Open	Open	Open
Columbus Day	Mon., 10/12/26	Open	In-Service	In-Service	Open
Election Day	Tues., 11/3/26	In-Service	Open	Open	In-Service
In-Service (SV Only)	Mon., 11/23-Tues., 11/24	Open	Open	In-Service	Open
In-Service/Act 80	Wed., 11/25/26	Closed	In-Service	In-Service	In-Service
Thanksgiving Holiday		Closed 11/26 – 11/30 Thurs. – Mon. Re-Open Tues., 12/1	Closed 11/26 – 11/30 Thurs. – Mon. Re-Open Tues., 12/1	Closed 11/26-11/27 Thurs. – Fri. Re-Open Mon., 11/30	Closed 11/26 – 11/30 Thurs. – Mon. Re-Open Tues., 12/1
In-Service/Act 80	Wed., 12/23/26	Closed	Open	In-Service	Open
Winter Holiday/Christmas Break		Closed 12/21/26 – 1/1/27 Mon., 12/21 – Fri., 1/1 Re-Open 1/4/27	Closed 12/24/26-1/1/27 Thurs., 12/24-Fri., 1/1 Re-Open Mon., 1/4/27	Closed 12/24/26-1/1/27 Thurs., 12/24 – Fri., 1/1 Re-Open Mon., 1/4/27	Closed 12/24/26-1/1/27 Thurs., 12/24-Fri., 1/1 Re-Open Mon., 1/4/27
Martin Luther King Holiday	Mon., 1/18/27	Closed	Closed	In-Service/Act 80	Closed
In-Service/Act 80	Fri., 2/12/27	In-Service	Act 80	Open	In-Service
Presidents' Day Holiday	Mon., 2/15/27	Closed	Closed	Closed	Closed
Spring Recess/Easter Break	Thurs., 3/25–Mon., 3/29	Closed Thurs 3/25-Mon 3/29	Closed Thurs.3/25-Mon.3/29	Closed Thurs.3/25-Fri.3/26 In-Service Mon., 3/29	Closed Thurs.3/25-Mon.3/29
In-Service (SV Only)		Re-Open Tues., 3/30	Re-Open Tues., 3/30	Re-Open Tues., 3/30	Re-Open Tues., 3/30
Primary Day-BASD Only)	Date TBD	Closed	Open	Open	Open
Memorial Day Holiday	Mon., 5/31/27	Closed	Closed	Closed	Closed
Last Day for Students		Mon., 6/7/27	Thurs., 5/27/27 (1/2 day)	Thurs., 6/3/27	Tues., 6/1/27
Teachers' Last Day		Thurs., 6/10/27	Fri., 5/28/27	Thurs., 6/3/27	Wed., 6/2/27
Total Days		181/190	180/188	184/192	182/188

# BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL 2026-2027 CALENDAR

- 17 New Teacher In-Service
- 18 New Teacher In-Service
- 19 In-Service (1 of 6)
- 20 In-Service (2 of 6)
- 21 NO SCHOOL FOR 10 MONTH INSTRUCTIONAL STAFF
- 24 FIRST DAY FOR ALL STUDENTS

B-6 N-6 SV-6

AUGUST '26						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 12 SVSD Open
- BASD, NASD – In-Service
- BAVTS - In-Service (5 of 6)
- 15 Presidents' Day
- ALL CLOSED

B-18 N-18 SV-18

FEBRUARY '27						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

- 7 Labor Day
- ALL CLOSED
- 21 Yom Kippur
- BASD Closed
- NASD, SVSD, BAVTS – Open

B-20 (Yom Kippur)  
N-21  
SV-21

SEPTEMBER '26						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 25 Spring Recess Begins
- 26 GOOD FRIDAY
- ALL CLOSED
- 29 Last Day of Spring Recess
- For BASD, NASD, BAVTS
- SV - In-Service Day
- 30 ALL SCHOOLS OPEN

B-20 N-20 SV-20

MARCH '27						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 12 Columbus Day
- NASD, SVSD – In-Service
- BASD, BAVTS - Open

B-22  
N-21 (Columbus Day)  
SV-21 (Columbus Day)

OCTOBER '26						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

B-22 N-22 SV-22

APRIL '27						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 3 Election Day
- BASD – In-Service
- NASD, SVSD - Open
- BAVTS – In-Service (3 of 6)
- 25 Thanksgiving Recess Begins
- BASD-Closed, NASD In-Svc
- SVSD-In Svc./Act 80 - 11/23-11/25
- BAVTS – In-Service (4 of 6)
- 30 Last Day of Thanksgiving Recess
- For BAVTS, BASD, NASD
- SV Open

B-16 N-16 SV-14

NOVEMBER '26						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- 31 Memorial Day
- B-19 (Primary Day TBD)
- N-19 (Last Student Day-5/27)
- SV-20

MAY '27						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 21 BASD Closed (Winter Break Begins)
- NASD, SVSD, BAVTS - Open
- 22 BASD Closed
- NASD, SVSD, BAVTS - Open
- 23 SVSD In-Svc., BASD Closed
- NASD, BAVTS - Open
- 24 Winter Break Begins For
- NASD, SVSD, BAVTS
- ALL SCHOOLS CLOSED
- THROUGH 1/1 – REOPEN 1/4
- B-14 (Closed 12/21 – 12/23)
- N-17 S-16 (In-Service 12/23)

DECEMBER '26						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 1 Last Day For Students
- 2 Last Day For Teachers
- In-Service (6 of 6)
- B-1
- (Last Student Day – 6/7)
- N-0
- (Last Student Day – 5/27)
- SV-1
- (Last Student Day - 6/3)

JUNE '27						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 4 ALL SCHOOLS RE-OPEN
- 18 M.L. KING DAY
- SVSD – In-Service
- BASD, NASD, BAVTS - Closed

B-19 N-19 S-19

JANUARY '27						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- BAVTS IN-SERVICE DAYS (6):
- Wed., 8/19 Wed., 11/25
- Thurs., 8/20 Fri., 2/12
- Tues., 11/3 Wed., 6/2

**TOTAL DISTRICT DAYS:**  
B- 177 N- 179 SV- 178

BAVTS STUDENT/TEACHER DAYS		
Aug.	6/8	Feb. 18/19
Sept.	21/21	Mar. 20/20
Oct.	22/22	Apr. 22/22
Nov.	16/18	May 20/20
Dec.	17/17	June 1/2
Jan.	19/19	<b>TOTAL 182/188</b>



**BETHLEHEM AREA**  
VOCATIONAL-TECHNICAL SCHOOL

**HOLIDAY SCHEDULE FOR 2026-2027 FOR THE FOLLOWING EMPLOYEE GROUPS:**

ADMINISTRATION  
ADMINISTRATIVE SUPPORT  
CLERICAL

**2026**

Friday	July 3, 2026	Independence Day
Monday	September 7, 2026	Labor Day
Thursday	November 26, 2026	Thanksgiving Day
Friday	November 27, 2026	Thanksgiving Break
Friday	December 25, 2026	Christmas Holiday

**2027**

Friday	January 1, 2027	New Year's Holiday
Monday	January 18, 2027	MLK Day
Monday	February 15, 2027	President's Day
Friday	March 26, 2027	Good Friday
Monday	May 31, 2027	Memorial Day

In addition to the above holidays, employees in the above-stated groups will be entitled to an additional three (3) flex/paid holidays.

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JC Approved \_\_\_\_\_

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

9. PARENT SQUARE QUOTE

RECOMMENDATION:

The Administration is seeking to change providers to Parent Square as the school's communication platform. Administration is requesting that the attached quote be accepted and that the Executive Director be authorized to execute any required documents resulting from this change.

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



Mar 18, 2026

Amy Serrano

amy.serrano@parentsquare.com

Dear Dennis,

Thank you for choosing ParentSquare. We appreciate the opportunity to provide you with your customized proposal.

Regards,

Amy Serrano

**Soft Launch:**

Official term start date will be Jul 1, 2026.

Starting Apr 1, 2026, District may begin a phased launch of ParentSquare through Jun 30, 2026. During the phased launch period, District will work with the ParentSquare implementation team to set up data integration, configure settings, and begin account rollout to district and school users (including online training). Any failure of District to meet its obligations under this paragraph may result in a delay of full implementation of ParentSquare, but will not result in a delay in District's obligation to pay hereunder.

Phased account rollout may begin Apr 1, 2026, to ensure data accuracy and form practices and policies for the broader District roll out.

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Quote Date: Mar 18, 2026  
Quote Valid Until: Apr 17, 2026

Quote No: Q-11623-R1

Contract Start Date: Apr 1, 2026  
Contract End Date: Jun 30, 2029

Bethlehem AVTS, PA - 4280370  
3300 Chester Avenue  
Bethlehem, PA 18020

Soft Launch

ParentSquare Pricing Details

Product Name	Start Date	End Date	Term	Price/Unit	Quantity	Discount %	Net price/Unit	Net Price
District Onboarding	Apr 1, 2026	Jun 30, 2026	One Time Fee	\$1,500	1	50%	\$750	\$750
Engage - Soft Launch	Apr 1, 2026	Jun 30, 2026	3 Month(s)	\$0	1,278	0%	\$0	0
ParentSquare Pay Implementation	Apr 1, 2026	Jun 30, 2026	One Time Fee	\$1,500	1	100%	\$0	0
<b>Total Price</b>								<b>\$750</b>

Year 1

ParentSquare Pricing Details

Product Name	Start Date	End Date	Term	Price/Unit	Quantity	Discount %	Net price/Unit	Net Price
Community Groups	Jul 1, 2026	Jun 30, 2027	12 Month(s)	\$1	1,278	100%	\$0	0
ParentSquare Pay	Jul 1, 2026	Jun 30, 2027	12 Month(s)	\$0	1,278	0%	\$0	0
Engage	Jul 1, 2026	Jun 30, 2027	12 Month(s)	\$5	1,278	15%	\$4.25	\$5,431.5
<b>Total Price</b>								<b>\$5,431.5</b>

Quote Date: Mar 18, 2026  
 Quote Valid Until: Apr 17, 2026

Quote No: Q-11623-R1

Contract Start Date: Apr 1, 2026  
 Contract End Date: Jun 30, 2029

Bethlehem AVTS, PA - 4280370  
 3300 Chester Avenue  
 Bethlehem, PA 18020

Year 2

ParentSquare Pricing Details

Product Name	Start Date	End Date	Term	Price/Unit	Quantity	Discount %	Net price/Unit	Net Price
Community Groups	Jul 1, 2027	Jun 30, 2028	12 Month(s)	\$1	1,278	100%	\$0	0
ParentSquare Pay	Jul 1, 2027	Jun 30, 2028	12 Month(s)	\$0	1,278	0%	\$0	0
Engage	Jul 1, 2027	Jun 30, 2028	12 Month(s)	\$5	1,278	10.80%	\$4.46	\$5,699.88
<b>Total Price</b>								<b>\$5,699.88</b>

Quote Date: Mar 18, 2026  
 Quote Valid Until: Apr 17, 2026

Quote No: Q-11623-R1

Contract Start Date: Apr 1, 2026  
 Contract End Date: Jun 30, 2029

Bethlehem AVTS, PA - 4280370  
 3300 Chester Avenue  
 Bethlehem, PA 18020

Year 3

ParentSquare Pricing Details

Product Name	Start Date	End Date	Term	Price/Unit	Quantity	Discount %	Net price/Unit	Net Price
Community Groups	Jul 1, 2028	Jun 30, 2029	12 Month(s)	\$1	1,278	100%	\$0	0
ParentSquare Pay	Jul 1, 2028	Jun 30, 2029	12 Month(s)	\$0	1,278	0%	\$0	0
Engage	Jul 1, 2028	Jun 30, 2029	12 Month(s)	\$5	1,278	6.40%	\$4.68	\$5,981.04
<b>Total Price</b>								<b>\$5,981.04</b>

### Purchase Terms

District/School Agreement -- The Services are subject to the terms contained in this Order Form and the ParentSquare School Agreement (the "School Agreement") located at <https://www.parentsquare.com/agreement/>, which is incorporated by reference into this Order Form. Unless otherwise stated in this Order Form, all terms defined in the School Agreement shall have the same meaning in this Order Form. If there is an inconsistency or conflict between the terms and conditions of this Order Form and the School Agreement, the terms of this Order Form shall control with respect to the subject matter of this Order Form.

Quote Date: Mar 18, 2026  
 Quote Valid Until: Apr 17, 2026

Quote No: Q-11623-R1

Contract Start Date: Apr 1, 2026  
 Contract End Date: Jun 30, 2029

Bethlehem AVTS, PA - 4280370  
 3300 Chester Avenue  
 Bethlehem, PA 18020



By executing this Order Form, the undersigned certifies that the undersigned is a duly authorized agent of the District/School.

*NOTE -- Pricing above does not reflect ParentSquare's right to increase pricing annually as set forth in the School Agreement. Pricing above also does not include applicable tax, which will be applied upon invoicing.*

Privacy Policy -- The ParentSquare Privacy Policy may be reviewed here - <https://www.parentsquare.com/privacy/>

Terms of Use -- The ParentSquare Terms of Use may be reviewed here - <https://www.parentsquare.com/terms/>

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Quote Date: Mar 18, 2026  
Quote Valid Until: Apr 17, 2026

Quote No: Q-11623-R1

Contract Start Date: Apr 1, 2026  
Contract End Date: Jun 30, 2029

Bethlehem AVTS, PA - 4280370  
3300 Chester Avenue  
Bethlehem, PA 18020

## Engage 2025

### Universal Reach

- One-way notifications and urgent alerts
- Automated notices and attendance notifications
- Social and website sharing
- Student communication app (StudentSquare)

### True Two-Way

- Two-way SMS texting
- Two-way app and web messaging
- Two-way email replies
- Automatic language translation

### Enhanced Engagement

- Newsletter designer (Studio Editor)
- Appointment invitations and RSVPs
- Volunteering and signups
- Searchable directory

### Admin Intelligence

- Data analytics and reporting
- 100% contactability tools
- Direct SIS integrations
- Custom roles and permissions

### Paperless Workflows

- Online forms and surveys
- Digital permission slips and signatures

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Quote Date: Mar 18, 2026  
Quote Valid Until: Apr 17, 2026

Quote No: Q-11623-R1

Contract Start Date: Apr 1, 2026  
Contract End Date: Jun 30, 2029

Bethlehem AVTS, PA - 4280370  
3300 Chester Avenue  
Bethlehem, PA 18020

## District Onboarding

- Coordination between ParentSquare Implementation Team and Points of Contact
- Creation & configuration of the ParentSquare site
- Data migration and review of Staff, Student, Parent and Roster data
- Digital training opportunities including recurring webinars, digital training modules, and videos
- Access to “Resource Kit” and Best Practice materials to support Launch
- Ongoing help and support for Admins via email, chat, and voice

Quote Date: Mar 18, 2026  
Quote Valid Until: Apr 17, 2026

Quote No: Q-11623-R1

Contract Start Date: Apr 1, 2026  
Contract End Date: Jun 30, 2029

Bethlehem AVTS, PA - 4280370  
3300 Chester Avenue  
Bethlehem, PA 18020

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

10. CHANGE ORDERS

RECOMMENDATION:

A. That the BAVTS Joint Operating Committee authorize the following Change Orders for the Columbia Street Building Renovations Project. The change order costs are part of the budgeted project costs.

- i. General Contractor, Baver, Inc., Change Order: \$17,270.21, Costs associated with the City of Bethlehem building permit.
- ii. Mechanical Contractor, Worth and Company, Inc., Change Order: \$9,274.50, Costs associated with the City of Bethlehem mechanical permit.
- iii. Electrical Contractor, Wind Gap Electric, Inc., Change Order: \$13,373.06, Costs associated with the City of Bethlehem electrical permit.
- iv. Plumbing Contractor, Myco Mechanical, Inc., Change Order: \$5,9520.00, Costs associated with the City of Bethlehem plumbing permit.

B. That the BAVTS Joint Operating Committee approve the additional scope and fee of \$34,000 to CHA for the following additional scope required.

- i. Additional effort in the approval process through the City of Bethlehem is required, as well as the need for a third-party reviewer due to recent changes in the City's building code department is also required.
- ii. The City of Bethlehem Engineering Department requires additional information for the sewer capacity approval. The effort requires verifying sewer use and reducing it from the city's original estimate. This will also include the submission of a waiver for the sewer planning module.
- iii. The City is requiring a site plan to be submitted that identifies the property corners and the sewer lines. This survey was not done when the property was purchased and is now required as part of the sewer waiver.
- iv. Purchasing furniture for the new spaces, including meetings with the Owner and furniture vendors to coordinate requirements and integration.

C. That the BAVTS Joint Operating Committee approve the additional scope and fee of \$17,500 to CHA for the following additional scope required.

- i. Geotechnical services for the Borough of Bethlehem Township, including a Karst Study, to be performed by an outside consultant (Earth Engineering).
- ii. Attendance at additional Township meetings are necessary to obtain required approvals.
- iii. Purchasing of furniture for the new spaces, including meetings with the Owner and furniture vendors to coordinate requirements and integration into the construction work.

MOTION BY:  
SECOND BY:  
ROLL CALL

Director Makary

Director Patrick

Motion carried by the following roll call vote: Aye:

Directors Faccinnetto, Patrick, Recchiuti, White, Demko, Dettmar, Makary, Soldridge

– eight; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

11. DEPOSITORIES

RECOMMENDATION:

- a. Approve the attached Resolution authorizing the Bethlehem Area Vocational-Technical School to join with other Pennsylvania School Districts as a Settlor of the Pennsylvania School District Liquid Asset Fund (PSDLAF) for the purpose of investing the School's funds on a pooled basis with the funds of other Pennsylvania School Districts, and
- b. It is further recommended to approve the following trusts and financial institutions for the deposit and investment of Bethlehem Area Vocational-Technical School funds during the 2026-2027 fiscal year.

Embassy Bank  
PSDLAF (Pennsylvania School District Liquid Asset Fund)  
PLGIT (Pennsylvania Local Government Investment Trust)

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

## RESOLUTION TO JOIN THE FUND

A resolution authorizing Bethlehem Area Vocational Technical School (*insert name of school district*) to join with other Pennsylvania School Districts as a Settlor of the **Pennsylvania School District Liquid Asset Fund** for the purpose of investing funds of this School District on a pooled basis with the funds of other Pennsylvania School Districts.

**WHEREAS**, the Pennsylvania School District Liquid Asset Fund (the "Fund") was formed on January 22, 1982 in accordance with the authorization contained in the Pennsylvania Intergovernmental Cooperation Act (Act No. 180 of the 1972 Session of the General Assembly) (the "Intergovernmental Cooperation Act") and Section 5-521 of the Pennsylvania Public School Code of 1949 (Act No. 14 of the 1949 Session of the General Assembly, as amended) (the "Public School Code") by the adoption of a Declaration of Trust by certain School Districts, such declaration of trust as amended through the date hereof and as the same may be amended from time to time being hereafter referred to in these preambles and the following resolution as the "Declaration of Trust"; and

**WHEREAS**, as used in these preambles and the following resolution, the phrase "School District" shall, unless the context otherwise requires, include (i) school districts of the First Class, the First Class A, the Second Class, the Third Class, and the Fourth Class, (ii) Intermediate Units organized and established pursuant to Article IX-A of the Public School Code, and (iii) Area Vocational Technical Schools and Institutes organized and established pursuant to Article XVIII(C) of the Public School Code; and

**WHEREAS**, the Intergovernmental Cooperation Act provides that two or more School Districts of the Commonwealth of Pennsylvania may jointly cooperate in the exercise or in the performance of their respective governmental functions, powers or responsibilities and may enter into such joint agreements as may be deemed appropriate for such purposes when such agreements have been adopted by all such cooperating School Districts; and

**WHEREAS**, Section 5-521 of the Public School Code provides that School Districts have authority to join with other political subdivisions of the Commonwealth of Pennsylvania in agreements for the purpose of performing governmental powers, duties or functions, and in carrying into effect provisions of law relating to said subjects, which are common to all such political subdivisions; and

**WHEREAS**, Section 18-1850.1 of the Public School Code provides that Area Vocational Technical Schools and Institutes have the authority to make contracts with School Districts for carrying out the purposes for which they exist; and

**WHEREAS**, Section 4-440.1 of the Public School Code authorizes the boards of directors of School Districts to invest School District funds consistent with sound business practice by providing for an investment program; and

**WHEREAS**, The Declaration of Trust and an Information Statement relating to the Fund have been presented to the directors of this School District;

### **NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**Section 1.** This School District shall join with other Pennsylvania School Districts in accordance with the Intergovernmental Cooperation Act and Sections 5-521 and 18-1850.1 of the Public School Code, as applicable, by becoming a Settlor of the Fund and entering into the Declaration of Trust, which is adopted by reference thereto with the same effect as if it had been set out verbatim in this Resolution, and a copy of the Declaration of Trust shall be filed with the minutes of the meeting at which this Resolution was adopted.

**Section 2.** This School District is hereby authorized to invest its available funds from time to time and to withdraw such funds from time to time in accordance with the provisions of the Declaration of Trust. The following officers and officials of this School District are hereby authorized to take such actions and execute any and all such documents as they may deem necessary and appropriate to effectuate the entry by this School District into the Declaration of Trust and the adoption thereof by this School District;

## RESOLUTION TO JOIN THE FUND

JC President

TITLE

JC Secretary

TITLE

Business Administrator

TITLE

Kristin Soldridge

CURRENT INCUMBENT

Susan Fahrenkof

CURRENT INCUMBENT

Robb Warmouth

CURRENT INCUMBENT

**Section 3.** Those persons currently holding the office or position listed below of this School District (and their respective successors) are hereby designated as "Authorized Officers" with full power and authority to effectuate the investment and withdrawal of funds of this School District from time to time in accordance with the Declaration of Trust:

JC Secretary

TITLE

Business Administrator

TITLE

Executive Director

TITLE

Susan Fahrenkof

CURRENT INCUMBENT

Robb Warmouth

CURRENT INCUMBENT

Adam Lazarchak

CURRENT INCUMBENT

**Section 4.** The Trustees of the Fund are hereby designated as having official custody of this School District's funds which are invested in accordance with the Declaration of Trust.

**Section 5.** As required and provided by the Intergovernmental Cooperation Act and Sections 4-440.1, 5-521 and 18-1850.1 of the Public School Code, as applicable, the following matters are specifically found and determined:

- (a) The conditions of the agreement regarding intergovernmental cooperation are set forth in the Declaration of Trust;
- (b) This School District's participation in the Fund shall be terminable at any time by resolution and the delivery of notice thereof to the Fund in accordance with the Declaration of Trust and the Fund shall be terminable in accordance with the provisions of the Declaration of Trust;
- (c) The purpose and objectives of the Declaration of Trust are the investment of funds of this School District in obligations which are otherwise legal investments therefore and as part of a pooled arrangement with other School Districts to achieve thereby economic and other advantages of pooled investments;
- (d) It is not necessary to finance the agreement authorized herein from School District funds except through the temporary investment of funds in accordance with the Declaration of Trust;
- (e) The Fund shall be organized and managed by a Board of Trustees as set forth in the Declaration of Trust and the By-Laws provided for therein; and
- (f) Funds may be invested and withdrawn in accordance with the terms of the Declaration of Trust as this School District may determine to be necessary or appropriate to meet its investment requirements.

**Section 6.** This resolution shall become effective on the earliest date permitted by law.

\_\_\_\_\_  
SIGNATURE OF SECRETARY OF SCHOOL BOARD

\_\_\_\_\_  
DATE

*It is only necessary to adopt this Resolution for the initial account opened by the School District.*

Send completed forms to your PMA representative or to PSDLAF@pmanetwork.com

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

12. AUTO TECH SUPPORT STAFF POSITION

RECOMMENDATION:

That Administration be authorized to explore the addition of a support staff/lab assistant position for the Automotive Technology program, including the development of a job description and determining the impact the creation of this position will have on the budget.

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

K. (1.) 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
26-1	Sue Fahrenkopf	GRAPHICS	100 Business Cards	07/23/25	4	07/23/25	\$ 6.00	\$ 6.00	Paid
26-2	Bake Shop	GRAPHICS	150 "Get To Know You" cards for rotation	08/20/25	4	08/25/25	\$ 16.00	\$ 16.00	Paid
26-3	Angela Thom	CUL. EVENTS	Bring Your Child To Work Day (4/23/26)	08/20/25	4				
26-4	Angela Thom	BAKING	Bring Your Child To Work Day (4/23/26)	08/20/25	4				
26-5	Angela Thom	CUL. EVENTS	Career & Colleg Fair Lunch (03/25/26)	08/20/25	4	03/25/26	\$ 2,500.00	\$ 2,500.00	
26-6	Angela Thom	BAKING	Career & Colleg Fair Breakfast & Lunch (03/25/26)	08/20/25	4				
26-7	Angela Thom	CUL. EVENTS	Nocti lunch & breakfast (4/20,4/21,4/22)	08/20/25	4				
26-8	Angela Thom	BAKING	Nocti lunch & breakfast (4/20,4/21,4/22)	08/20/25	4				
26-9	Angela Thom	CUL. EVENTS	SkillUSA Team Building Event - (10/8/25)	08/20/25	4			\$ -	VOID
26-10	Elspeht Sipple	GRAPHICS	Business Cards	08/22/25	4	08/25/25	\$ 6.00	\$ 6.00	Paid
26-11	Heather Burkhart	Baking	Baked goods for Freedom Open House (9/3/25)	08/28/25	4		\$ 250.00	\$ 250.00	Paid
26-12	Heather Burkhart	Baking	Baked goods for Liberty Open House (9/10/25?)	08/28/25	4	09/03/25	\$ 250.00	\$ 250.00	Paid
26-13	Food Truck	GRAPHICS	Banners for Food Truck Tuesday	08/29/25	4	09/10/25	\$ 180.00	\$ 180.00	Paid
26-14	Bake Shop	GRAPHICS	Laminate supplies posters	09/09/25	4	09/10/25	\$ 120.00	\$ 120.00	Paid
26-15	Bake Shop	GRAPHICS	6 posters	09/09/25	4	10/02/25	\$ 270.00	\$ 270.00	Paid
26-16	Heather Burkhart	BAKING	Baked Goods for Northampton MS Open House (9/11/25)	09/12/25	4	09/11/25	\$ 200.00	\$ 200.00	Paid
26-17	Dan Berardesca - C	GRAPHICS	12 books	09/12/25	4	11/27/25	\$ 481.00	\$ 481.00	Paid
26-18	Adam Lazarchak	CUL. EVENTS	Luncheon at The Factory for Local Advisory Comm. (10/17)	09/15/25	4	10/17/25		\$ -	Paid
26-19	Stan Prodes	GRAPHICS	42 Polo Shirts	09/17/25	4		\$ 420.00	\$ 420.00	Paid
26-20	Heather Burkhart	BAKING	Small baked goods for FHS Career & College Fair (10/7)	09/17/25	4	10/07/25	\$ 60.00	\$ 60.00	Paid
26-21	Christal Vitko	Baking	192 cookies for bake sale	09/17/25	4		\$ 192.00	\$ 192.00	Paid
26-22	Peggy Fuehrer	BAKING	OAC Desserts (10/13-10/14)	09/18/25	4	10/14/25	\$ 450.00	\$ 450.00	Paid
26-23	Peggy Fuehrer	Culinary	OAC Dinners (10/13 -10/14)	09/18/25	4	10/14/25		\$ -	Paid

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WO #	REQUESTER	SHOP	Description	Request Date	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-24	Peggy Fuehrer	BAKING	OAC Desserts (4/13-4/14)	09/18/25	4			\$ -	
26-25	Peggy Fuehrer	Culinary	OAC Dinners (4/13 -4/14)	09/18/25	4			\$ -	
26-26	Mechatronics	GRAPHICS	5 Posters	09/22/25	4	11/28/25	\$ 90.00	\$ 90.00	Paid
26-27	Sue Fahrenkopf	Culinary	Lunch & Dessert for PAC in Bistro (3/20/26)	09/22/25	4				
26-28	Sue Fahrenkopf	Culinary	LAC Luncheon	09/22/25	4				
26-29	Sue Fahrenkopf	Culinary	Treats for Oct. board meeting	10/08/25	4	10/07/25	\$ 30.00	\$ 30.00	Paid
26-30	Sue Fahrenkopf	CUL. EVENTS	Lunch in Bistro for Parent Advisory Meeting (10/10/25)	10/08/25	4	10/10/25	\$ 360.00	\$ 360.00	Paid
26-31	Adam Lazarchak	Food Truck	Freedom / Liberty Tailgate (10/25/25)	10/09/25	4	10/25/25		\$ 1,000.00	Paid
26-32	Welding	Culinary	20 Boxed lunches	10/09/25	4	10/10/25	\$ 140.00	\$ 140.00	Paid
26-33	Sue Fahrenkopf	GRAPHICS	200 Spiral notebooks	10/16/25	4		\$ 1,000.00	\$ 1,000.00	Paid
26-34	Sipple	BAKING	50 cupcakes, 50 cookies	10/17/25	4		\$ 100.00	\$ 100.00	Paid
26-35	Janelle Schaeffer	Culinary	Breakfast for Principals Meeting (12/11/25)	10/21/25	4			\$ -	VOID
26-36	Freedom High Scho	BAKING	135 Halloween Cookies	10/23/25			\$ 54.00	\$ 54.00	Paid 11/06/25
26-37	Connie Muschko	Culinary	CO-OP Breakfast (5/13/25)	10/27/25				\$ -	
26-38	Connie Muschko	Baking	CO-OP Breakfast (5/13/25)	10/27/25	4			\$ -	
26-39	Louis Temple	Carpentry	Create a mock-up kitchen island	10/27/25	4			\$ 150.00	
26-40	Angela Thom	Culinary (chavez)	Auto Tech luncheon (12/09/25)	11/04/25	4	12/09/25	\$ 160.00	\$ 160.00	Paid
26-41	Heather Burkhart	Culinary (chavez)	Counselor Luncheon (1/22/25)	11/05/25	4	01/22/26	\$ 900.00	\$ 900.00	Paid
26-42	Angela Thom	Culinary (Dan)	Lunch for Skills judges (11/11, 11/12, 11/14)	11/06/25	4		\$ 75.00	\$ 75.00	Paid
26-43	Karen Mustonen	GRAPHICS	Stickers	11/06/25	4	11/13/25	\$ 24.00	\$ 24.00	Paid
26-44	Allison Deturk	GRAPHICS	25 Work Ethic Journals	11/06/25	4	11/29/25	\$ 125.00	\$ 125.00	Paid
26-45	Mike Galler	Culinary	Staff Christmas Breakfast (12/22/25)	11/10/25	4	12/22/25	\$ 1,700.00	\$ 1,700.00	Paid
26-46	Bill Grushow	GRAPHICS	4 shirts for class	11/11/25	4	11/29/25	\$ 31.56	\$ 31.56	Paid

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WO #	REQUESTER	SHOP	Description	Request Date	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-47	Don Heptner	GRAPHICS	Laminate supplied posters	11/13/25	4	01/08/26	\$ 70.00	\$ 70.00	Paid
26-48	Allison Deturk	GRAPHICS	25 Work Ethic Journals	11/18/25	4	11/26/25	\$ 125.00	\$ 125.00	VOID
26-49	Sue Fahrenkopf	Culinary -Berardesa	Desserts for November Board Meeting	11/18/25	4	11/26/25		\$ 30.00	Paid
26-50	Dan Berardesca	GRAPHICS	Uniforms	11/25/25	4	11/26/25	\$ 250.00	\$ 250.00	Paid
26-51	Mike Galler	Culinary - Gurscik	BBQ at the Factory (12/04/25)	12/01/25	4	12/04/25	\$ 75.00	\$ 75.00	Paid
26-52	Sue Fahrenkopf	GRAPHICS	200 Notepads	12/04/25	4	12/12/25	\$ 600.00	\$ 600.00	Paid
26-53	MAINTENANCE	AUTO COLL.	Chevy - replace rear door	12/08/25	4	02/27/26	\$ 300.00	\$ 300.00	Paid
26-54	Khitam Moussa	GRAPHICS	Sweatshirts (use production funds)	12/08/25	4				
26-55	Electronics	GRAPHICS	Uniforms	12/12/25	4		1,111.00	\$ 1,111.00	Paid
26-56	Dan Berardesca	Bldg. Trades	Cutting/Charcuterie Boards	12/17/25	4	12/31/25	\$ 200.00	\$ 200.00	Paid
26-57	Janelle Schaeffer	Culinary	Lunch for 10 for HS Admin. Meeting (1/15/26)	12/29/25	4	01/15/26	\$ 195.00	\$ 195.00	Paid
26-58	Mike Galler	BAKING	Staff Christmas Breakfast (12/22/25)	11/10/25	4	12/22/25	\$ 170.00	\$ 170.00	Paid
26-59	Dawn Sutter	Culinary	Lunch for 5 people - Interviews (01/16/26)	01/08/26	4	01/16/26	\$ 30.00	\$ 30.00	
26-60	Janelle Schaeffer	Baking	Baked goods for 12 people (1/15/26)	01/09/26	4	01/15/26	39.00	\$ 39.00	Paid
26-61	Tyler Heft	Graphics	Tees, hoodies for students	01/13/26	4			\$ -	VOID - DUPLICAT
26-62	Deturk	GRAPHICS	15 work ethic books	01/15/26	4	01/29/26	75.00	\$ 75.00	Paid
26-63	Sue Fahrenkopf	Culinary (Ferry)	Desserts for February Board Meeting	01/16/26	4	02/03/26	45.00	\$ 45.00	Paid
26-64	Janelle Schaeffer	Culinary (Ferry)	Dinner for Vet Sciences @ 6:00 in Bistro (3/27/26)	01/23/26	4				
26-65	Janelle Schaeffer	Culinary(Berardesa)	CTE Connect Meeting luncheon in Bistro 11:00 (4/28/26)	01/23/26	4				
26-66	Sue Fahrenkopf	Culinary (Ferry)	Light refreshments for approx 70 people (4/8/26)	02/10/26	4				
26-67	Dawn Sutter	Culinary (Ferry)	Simple lunch for 6 prople for interviews (2/24/26)	02/19/26	4	02/24/26	20.00	\$ 20.00	Paid
26-68	Tracy Snyder	Cullinary (Berardesa)	Perkins Luncheon (5/13/26)	03/04/26	4				
26-69	Emily Hough	Carpentry	18 keyboard covers	03/04/26	4				

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26-70	Dawn Sutter	Culinary (Ferry)	Lunch for 9 people for interviews (03/12/26)	03/04/26	4				
26-71	Adam Lazarchak	Web Design	Website	03/06/26	4	03/06/26	400.00	\$ 400.00	
26-72	Tracy Snyder	Baking	Perkins Luncheon (5/13/26)	03/09/26	4				
26-73	Dario Chavez	Baking	Desserts to sell on serving line	03/12/26	4	03/12/26	30.00	\$ 30.00	
26-74	Marketing	Culinary Events	Hoagies & drinks for FHS Moving Up Day (03/31/26)	03/13/26	4				
26-75	Marketing	Baking	Baked goods for 368 students (03/31/26)	03/13/26	4				
26-76	Dan Berardesca	GRAPHICS	50 Notebooks	03/13/26	4	03/19/26	350.00	\$ 350.00	
26-77	Stan Prodes	BAKING	Cookie Trays for Hospitals	03/17/26	4				
26-78	Janelle Schaeffer	BAKING	Desserts for Vet Tech Dinner (3/27/26)	03/20/26	4				
26-79	Dan Berardesca	GRAPHICS	Banner	03/23/26	4				
26-80	Sergio Rivas	Carpentry	4 Wall flats	03/26/26	4				
26-81	Food Truck	GRAPHICS	Banners for Food Truck Tuesday	03/30/26	4				
26-141	Bridges Foundation	Culinary	Luncheon for board meeting (9-16-25)	08/25/25	6	09/16/25	238.00	\$ 252.28	Paid 9/22/25
26-142	Bridges Foundation	Culinary	Luncheon for board meeting (12-16-25)	08/25/25	6	12/16/25	280.00	\$ 296.80	Paid 01/07/26
26-143	Stacey Keiper	Baking	60 cupcakes & large cookie tray(9/12/25)	09/01/25	3	09/12/25	120.00	\$ 120.00	Paid 9-12-25
26-144	Angela Dorney	Baking	Lg. cookie & sm. Cookie Tray (11/7/25)	09/12/25	1	11/07/25	90.00	\$ 90.00	Paid 11/07/25
26-145	Christal Vitko	Baking	192 Cookies for bake sale NTHS	09/17/25	4	09/29/25	222.00	\$ 222.00	Paid by PO
26-146	Stacey Keiper	Baking	60 cupcakes (9/26/25)	09/22/25	3	09/26/25	60.00	\$ 60.00	Paid 9/26/25
26-147	Kate Worthington	Baking	Gluten Free rainbow cupcakes (10/23/25)	10/07/25	1	10/29/25	10.00	\$ 10.00	Paid 10/30/25
26-148	Robert Webb	Baking	Desserts for NHS (10/14/25)	10/07/25	5			\$ 1,000.00	Paid 11/6/25
26-149	NTHS	Baking	Induction Ceremony (10/15/25)	10/09/25	6			\$ 700.00	PAID ON PO
26-150	NTHS	Culinary	Induction Ceremony (10/15/25)	10/09/25	6			\$ 1,800.00	PAID ON PO
26-151	Connie Muschko	Baking	Cake	10/24/25	1	10/24/25	20.00	\$ 20.00	Paid 10/27/25

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26-152	NTHS	Baking	Cookies for bake sale	10/27/25	6			\$ 204.00	PAID ON PO
26-153	Irene Piripavel	Baking	Large chocolate cake (10/31/25)	10/27/25	3	10/31/25	20.00	\$ 20.00	Paid 10/31/25
26-154	Freedom High School	Baking	24 Halloween themed donuts (10/30/25)	10/29/25	5			\$ 24.00	Paid 01/08/26
26-155	Aubrey Greb	Baking	Donuts and carmel apples	10/29/25	3	10/31/25	20.00	\$ 20.00	Paid 10/31/25
26-156	Aubrey Greb	Baking	Various baked goods (11/14/25)	11/04/25	3	11/14/25	176.00	\$ 176.00	11/14/25
26-157	Rachel Bednar	Culinary	Breakfast for Executive Forum Breakfast	11/05/25	6		900.00	\$ 900.00	Paid 11/10/25
26-158	Maria Musso	Baking	Cupcakes (11/17/25)	11/11/25	1	11/17/25	12.00	\$ 12.00	Paid 11/19/25
26-159	Beverly Bradley	Baking	150 Cupcakes for Mayor's Tree Lighting	11/11/25	6		150.00	\$ 150.00	DONATION
26-160	Bridget Hujasa	Baking	75 Appleturnovers	11/21/25	5	11/24/25	75.00	\$ 75.00	Paid 01/08/26
26-161	Maria Musso	Baking	3 dozen cupcakes	12/09/25	1	12/18/25	36.00	\$ 36.00	Paid 12/18/25
26-162	Freedom High School	Baking	Sweet treats for 8 grade parent night (1/14/26)	12/15/25	5		500.00	\$ 500.00	Paid 01/08/26
26-163	Freedom High School	Baking	175 Holiday Cookies (12/18/25)	12/16/25	5	12/18/25	52.50	\$ 52.50	Paid 01/08/26
26-164	Freedom High School	Baking	Holiday Cake Pops (12/18/25)	12/16/25	5	12/18/25	115.00	\$ 115.00	Paid 01/08/26
26-165	Dana Huber (Rotary)	Culinary (Chavez)	Lunch for 20 (02/18/25)	01/06/26	6	02/18/26	320.00	\$ 320.00	Paid 02/19/26
26-166	Bridges Foundation	Baking	Desserts for Board Luncheon	12/01/25	6	12/16/25	28.00	\$ 28.00	Paid 01/07/26
26-167	Shelly Burcin	Baking	Tiered cake	01/14/26	3	01/23/26	50.00	\$ 50.00	Paid 01/23/26
26-168	Calvary Baptist	Culinary (Chavez)	3 types of soup	01/16/26	6		900.00	\$ 900.00	Paid 01/21/26
26-169	Renee Piripavei	Baking	Chocolate cake w/ buttercream icing	01/21/26	3	01/23/26	30.00	\$ 30.00	Paid 01/23/26
26-170	Freedom High School	Baking	Grab & Go desserts for Academic Awards (05/07/26)	01/30/26	5				
26-171	Skills USA Council	Culinary	Catering for 250 (02/04/26)	02/03/25	6	02/04/26	2,500.00	\$ 2,875.00	
26-172	Skills USA Council	Baking	Dessert for 250 (02/04/26)	02/03/26	6	02/04/26	750.00	\$ 750.00	
26-173	Saucon Valley PA	Baking	Dessert for catering event (4/16/26)	02/09/26	6				
26-174	Bridges Foundation	Culinary (Berardese)	Board Meeting luncheon (03/17/26)	02/19/26	6		400.00	\$ 400.00	Paid 03/24/26

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26-175	Bridges Foundation	Baking	Board Meeting desserts (03/17/26)	02/19/26	6		60.00	\$ 60.00	Paid 03/24/26
26-176-1	Kevin Kuehner	Baking	Birthday Cake	02/24/26	1	02/24/26	10.00	\$ 10.00	Paid 02/24/26
26-176-2	Kate Worthington	Baking	Birthday Cake	02/26/26	1				
26-176-3	Maureen Leeson	Baking	Retirement Cake (3/5/26)	02/27/26	5	03/05/26	50.00	\$ 50.00	Paid 03/24/26
26-176-4	Freedom High School	Baking	Dessert for Prom	02/27/26	5				
26-176-5	IU	Baking	IU Award Ceremony (05/07/26)	03/04/26	5				
26-176-6	IU	Culinary - Berardese	IU Award Ceremony (05/07/26)	03/04/26	5				
26-176-7	Stacy Nimas	Baking	Dessert Tables	03/04/26		03/18/26	425.00	\$ 425.00	Paid 03/27/26
26-176-8	Liz Kohler	Baking	various baked goods for Blood Cancer Bingo (05/01/26)	03/05/26					
26-176-9	Stacy Nimas	Culinary (Berardese)	Passed Apps at Grand Opening	03/06/26	3	03/18/26	850.00	\$ 901.00	Paid 03/27/26
26-176-10	Bonnie Danubio	Baking	Sheet Cake (03/20/26)	03/11/26	3	03/20/26	50.00	\$ 50.00	Paid 03-20-26
26-176-11	Cong. Ryan Mackenzie	Culinary (Berardese)	Congressman Ryan Mackenzie catering (5/16/26)	03/12/26	6				
26-176-12	Cong. Ryan Mackenzie	Baking	Congressman Ryan Mackenzie catering (5/16/26)	03/12/26	6				
26-176-13	Bridges Foundation	Culinary Events	Off site fundraiser (04/24/26)	03/25/26	6				
26-176-14	Bridges Foundation	Baking	Off site fundraiser (04/24/26)	03/25/26	6				
26-176-15	Heather Burkhart	Baking	Bagged chocolate covered pretzels (04/10/26)	03/25/26	1				
26-176	Mike Galler	AUTO TECH	Saturn - replace sensors, rotate tires	08/20/25	1	10/02/25	80.76	\$ 98.44	Paid 10/16/25
26-177	Jennifer Klo	AUTO TECH	Subaru - Exhaust - check brakes	08/22/25	4	09/30/25	280.16	\$ 341.51	Paid 10/02/25
26-178	Kurt Samson	AUTO TECH	Chevy - new front brakes	08/27/25	4	09/22/25	87.04	\$ 106.11	Paid 09/24/25
26-179	Mike Galler	AUTO TECH	Silverado - oil change, filter, rotate tires	09/02/25	4	09/16/25	32.03	\$ 39.04	Paid 9/16/25
26-180	Jeff Cantrel	AUTO TECH	Jeep - Inspect for Winter	09/03/25	1		803.93	\$ 979.99	Paid 12/18/26
26-181	Jeff Cantrel	AUTO TECH	Subaru - Oil change	09/03/25	1	10/31/25	75.95	\$ 92.58	Paid 10/31/25
26-182	Jeff Cantrel	AUTO TECH	Toyota - Maintenance services	09/03/25	1		384.24	\$ 468.38	Paid 03/15/26

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26-183	Connie Muschko	AUTO TECH	Toyota - replace frame bushings & signal motor	09/17/25	1	12/11/25	820.29	\$ 999.93	Paid 12/12/25
26-184	Adam Lazarchak	AUTO TECH	Toyota - Oil change, slow leak in right front tire	09/23/25		09/25/25	53.63	\$ 65.37	Paid 09/26/25
26-185	Rodney Sigley	AUTO TECH	Hyundai - Diagnose charging system	09/25/25	2	10/31/25	740.87	\$ 903.12	Paid 10/31/25
26-186	Greta Wilmot	AUTO TECH	KIA - Oil change, rotate tires	09/26/25	1	09/30/25	38.75	\$ 47.23	Paid 10/01/25
26-187	Janelle Schaffer	AUTO TECH	Audi - Oil change	09/29/25	1	10/13/25	63.65	\$ 77.59	Paid 10/15/25
26-188	Karl Cuchran	AUTO TECH	Toyota - Brakes lock up	10/01/25	2	10/02/25	0.00	\$ 5.30	Paid 10/23/25
26-189	Nichlas Lentz	AUTO TECH	Temp. sensors, mount & balance tires, alignment	10/03/25	2	10/07/25	80.00	\$ 97.52	Paid 10/15/25
26-190	Howie Nonnemacher	AUTO TECH	Mercedes - Wiper blades, MPI	10/15/25	1	11/24/25	880.19	\$ 1,072.95	Paid 11/24/25
26-191	Heather Burkhart	AUTO TECH	Ford - Install new sensors, tire	10/15/25	1				
26-192	Daniel Berardesca	AUTO TECH	Lexus - LOF, align	10/15/25	1	10/28/25	30.45	\$ 37.58	Paid 11/14/25
26-193	Jennifer Klo	AUTO TECH	Subaru - Oil change and check back bearings	10/15/25	1	10/23/25	37.94	\$ 46.25	Paid 10/24/25
26-194	Jeremy Srogi	AUTO TECH	Nissan - Rear wheel alignment	10/16/25	2	11/10/25	0.00	\$ 5.30	Paid 11/11/25
26-195	Jordan Montegue	AUTO TECH	Ford - Tire pressure sensors	10/16/25	1	10/31/25	160.00	\$ 195.04	Paid 11/10/25
26-196	Carly McKeon	AUTO TECH	Ford - Small oil leak, oil change	10/16/25	1	10/21/25	35.00	\$ 42.67	Paid 10/22/25
26-197	Mike Giamoni	AUTO TECH	Honda - Oil change, fluids, interior light, check TPMS	10/21/25	1	10/24/25	29.00	\$ 36.04	Paid 10/24/25
26-198	Karen Mustonen	AUTO TECH	Acura - Oil change, filters, wiper blades	10/21/25	1	11/06/25	110.91	\$ 135.20	Paid 11/06/25
26-199	Christina Miskovich	AUTO TECH	Chevy - Replace tires, serpentine belt, brake rotors & pads, coolant	10/24/25	1	11/19/25	294.98	\$ 359.58	Paid 11/20/25
26-200	Dario Chavez	AUTO TECH	Ford - Coolant, front right bearings ,brakes ,alignment, filters	10/27/25	1	12/16/25	584.53	\$ 712.54	Paid 01/05/26
26-201	Glenn Millisitz	AUTO TECH	Subaru - Oil change, fluids, pre-inspection	10/28/25	1	11/19/25	40.00	\$ 48.76	Paid 11/19/25
26-202	Gabriel Baer	AUTO TECH	Ford - Real brake pads	10/29/25	2	10/30/25	24.99	\$ 31.79	Paid 10/31/25
26-203	Karen Tavares	AUTO TECH	Toyota - Tire light on	10/29/25	1	10/30/25	160.00	\$ 195.04	Paid 10/31/25
26-204	Sean Snyder	AUTO TECH	Ford - Steering box replaced	10/31/25	2	11/06/25	239.29	\$ 291.69	Paid 11/06/25
26-205	Gilda Martinez	AUTO TECH	Ford - Coolant sensor, spring bushing	10/31/25	2				

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WO #	REQUESTER	SHOP	Description	Request Date	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-206	Phoenix Jones	AUTO TECH	Chevy - check engine light on.	10/31/25	2	11/06/25	72.82	\$ 88.76	Paid 11/07/25
26-207	Meri Lindenmuth	AUTO TECH	Chevy - Oil change, tire system, pre inspection	11/04/25	1	11/12/25	212.54	\$ 259.09	Paid 11/12/25
26-208	Lori Kram	AUTO TECH	Chevy - Oil change, pre inspection	11/04/25	1	12/10/25	45.00	\$ 54.86	Paid 12/10/25
26-209	Tess Wenger	AUTO TECH	Ford - Brakes, struts, belt/pully system	11/05/25	2			\$ -	VOID
26-210	Madeline Sinkler	AUTO TECH	Nissan - Oil change, air in tires	11/11/25	1	11/17/25	32.00	\$ 39.22	Paid 11/18/25
26-211	Heather Chilcote	AUTO TECH	Toyota - Oil change, cap on wheel	11/13/25	1	11/19/25	56.95	\$ 69.42	Paid/11/19/25
26-212	Kimberly Elliott	AUTO TECH	Nissan - Oil change	11/18/25	2	11/21/25	42.53	\$ 51.84	Paid 11/21/25
26-213	Al Renn	AUTO TECH	Honda - Oil change, gas cap door	11/18/25	1	12/12/25	28.85	\$ 35.88	Paid 12/12/25
26-214	Lou Temple	AUTO TECH	Subaru - Oil change	11/18/25	1	11/24/25	36.99	\$ 45.09	
26-215	Glenn Milisitz	AUTO TECH	Mercury - Oil change	11/18/25	1	11/19/25	38.00	\$ 46.32	Paid 11/19/25
26-216	Luis Santiago	AUTO TECH	Hyundai - See work order	11/19/25	1	12/04/25	158.02	\$ 192.62	Paid 12/05/25
26-217	Fred Piazza	AUTO TECH	Jeep - Replace coil spring	11/20/25	2		0.00	\$ 5.30	Paid 01/23/26
26-218	Alex Glassberg	AUTO TECH	Audi - Oil change	11/24/25	1	12/11/25	69.63	\$ 84.87	Paid 12/11/25
26-219	Heather Chilcote	AUTO TECH	Lexus - Tires	11/25/25	1	12/05/25	1,292.96	\$ 1,576.11	Paid 12/09/25
26-220	Khitam Moussa	AUTO TECH	New tires	12/08/25	1			\$ -	VOID
26-221	Stephanie Cummins	AUTO TECH	Mazda - Full safety check	12/08/25	3	02/19/26	0.00	\$ 5.30	
26-222	Gavin Bauder	AUTO TECH	Chevy - Blower motor, resistor connector	12/08/25	2	12/09/25	129.48	\$ 157.84	Paid 12/09/25
26-223	John Tate	AUTO TECH	Chevy - New TPM sensors and gas cap	12/09/25	2	02/20/26	165.25	\$ 201.44	Paid 02/20/2026
26-224	Christina Miskovich	AUTO TECH	Chevy - Oil change, tire rotation, pre check	12/11/25	1	12/12/25	37.99	\$ 46.31	Paid 12/12/25
26-225	Amy Knight	AUTO TECH	Mazda - Check brakes & door switch	12/11/25	1			\$ -	VOID
26-226	Christopher Bosch	AUTO TECH	Buick - Oil change, check fluids, tires, dome light	12/12/25	1	01/05/26	38.85	\$ 47.36	Paid 01/06/26
26-227	Jeff Cantrel	AUTO TECH	Multi-Point Inspection and repairs	12/16/25	1		270.81	\$ 330.12	
26-228	Renee Jones	AUTO TECH	Ford - Brakes, rotors, back shoes	12/16/25	2	01/15/26	108.55	\$ 132.32	Paid 01/15/26

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WO #	REQUESTER	SHOP	Description	Request Date	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-229	Summer Fastenberg	AUTO TECH	Subaru - Driver's side wheel hub	12/16/25	3	02/06/26	89.19	\$ 108.72	Paid 02/06/26
26-230	Isabella Marshall	AUTO TECH	Nissan - Oil change	12/17/25	2	01/06/26	37.71	\$ 45.97	Paid 01/06/26
26-231	Jeff Cantrel	AUTO TECH	Subaru - multi point inspection and repairs as needed	12/17/25	1				
26-232	Mike Galler	AUTO TECH	Toyota - MPI, routine maintenance	12/18/25	1				
26-233	Mike Galler	AUTO TECH	Chevy - MPI, routine maintenance	12/18/25	1				
26-234	Mike Galler	AUTO TECH	Saturn - MPI, routine maintenance	12/18/25	1				
26-235	Mike Galler	AUTO TECH	Kawasaki - MPI, routine maintenance	12/18/25	1				
26-236	Jennifer Klo	AUTO TECH	Subaru - MPI, routine maintenance	12/19/25	1				
26-237	Jennifer Klo	AUTO TECH	Ford - MPI, routine maintenance CATALYTIC CONVERTER	12/19/25	1	01/13/26	1,013.31	\$ 1,235.23	Paid 01/14/26
26-237	Jennifer Klo	AUTO TECH	Ford - MPI, routine maintenance NEW TRANSMISSION	12/19/25	1	03/20/26	4,740.00	\$ 5,778.06	Paid 03/30/26
26-237	Jennifer Klo	AUTO TECH	Ford - MPI, routine maintenance	12/19/25	1				
26-238	Jennifer Klo	AUTO TECH	Mazda - MPI, routine maintenance	12/19/25	1				
26-239	Dario Chavez	AUTO TECH	Toyota - Pre inspection, tune up, brakes, tires, shocks	12/29/25	1	01/28/26	1,077.38	\$ 1,313.33	Paid 01/28/26
26-240	Dario Chavez	AUTO TECH	Dodge - Pre inspection, brakes and shocks	12/29/25	1				
26-241	Dario Chavez	AUTO TECH	Ford - Fly wheel	12/29/25	1				
26-242	Connie Muschko	AUTO TECH	Toyota - tires, engine	12/29/25	1				
26-243	Moreen Wheatley	AUTO TECH	Jeep - Oil change, tire fill	01/06/26	1	01/08/26	37.66	\$ 45.91	Paid 01/13/26
26-244	Howie Nonnemacher	AUTO TECH	Ford - Oil & Filter	01/07/26	1				
26-245	Sean Snyder	AUTO TECH	Ford - Power steering	01/16/26	2	03/25/26	82.97	\$ 101.15	
26-246	Henry Medrano	AUTO TECH	Dodge - Brake job	01/16/26	2				
26-247	Tess Wenger	AUTO TECH	Ford - Brakes	01/21/26	2	02/06/26	162.66	\$ 198.28	Paid 02/06/26
26-248	Bridget Roberts	AUTO TECH	Oil Change (Free - Certificate winner)	01/23/26	2			\$ -	GIFT CERTIFICATE
26-249	Ellie Osmun	AUTO TECH	Chevy - Tune up & check brakes	01/04/26	2			\$ -	VOID

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WO #	REQUESTER	SHOP	Description	Request Date	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-250	Joel Schreckinger	AUTO TECH	Kia - Front sway bar and links	01/04/26	2	02/12/26	40.84	\$ 49.79	Paid 02/12/26
26-251	Camron Krywonis	AUTO TECH	Mazda - Tie rod ends, sway bar links	01/04/26	2				
26-252	Jack Schreckingur	AUTO TECH	Chevy - Front and rear brake pades and rotors	03/09/26	2				
26-253	Kaden Shovb	AUTO TECH	Honda - new sparkplugs	02/19/26	2				
26-254	Aiden Sayers	AUTO TECH	Lift kit, rims, tires	03/17/26	2				
26-255	Joseph Ummarino	AUTO TECH	Nissan - lower control arm, swaybar linkage	03/17/26	2				
26-256	Cael Markle	AUTO TECH	Honda- Brakes	03/25/26	2	03/26/26	90.00	\$ 109.71	Paid 03/26/26
26-257	Michael Hujsa	AUTO TECH	Chevy - Strut assembly, sway bar, control arms, rear shocks	03/26/26	2				
26-258	Keatelynn Evangelis	AUTO TECH	Subaru - Brake pads	03/26/26	2	03/27/26	34.99	\$ 42.65	Paid 03/27/26
26-259	Jared Rohn	AUTO TECH	Ford- Headlights / rear brakes	03/27/26	2				
26-260	Matt Riexinger	AUTO TECH	Brake pads	03/30/26	2				
26-261	Steven Scholl	AUTO TECH	Brakes	03/30/26	2				
26-376	Arc of LV	FOOD TRUCK	Staff Appreciation Picinic (7/18/25)	02/26/25	6	07/18/25	1,800.00	\$ 1,800.00	Paid 7/23/25
26-377	Ann Marie Schumar	FOOD TRUCK	Reunion (7/19/25)	06/30/25	3	07/19/25	1,610.37	\$ 1,706.99	Paid 7/28/25
26-378	Wilson Products	FOOD TRUCK	Event on 9/24/25 & 9/25/25	07/10/25	3		6,300.00	\$ 6,678.00	Paid 8/6/25
26-379	Angela Thom	FOOD TRUCK	Skills/HOSA Carnival (05/06/26)	08/20/25	4				
26-380	SkillsUSA	FOOD TRUCK	Clay Shoot event (9/19/25)	09/02/25	6	09/19/25	1,440.00	\$ 1,526.40	Paid 11/4/25
26-381	Brenna Berdini	Culinary Events	Drop Catering Event (03/06/26)	02/12/26	3		450.00	\$ 477.00	Paid 03/06/26
26-382	Susan Fahrenkopf	Culinary Events	Catering for 40 take home (3/12/26)	03/02/26	1	03/12/26	160.00	\$ 195.04	Paid 03/16/26
26-383	Saucon Perform. Ar	Culinary Events	Catering Event (04/16/26)	03/04/26	6		2,000.00	\$2,438.00	
26-427	Doc's Backyard BBQ	Graphics	Sign, 100 Business Cards	08/18/25	3		20.00		Paid 8/25/25
26-428	Christina Miskovich	Graphics	6 screen printed shirts	09/05/25		12/11/25	53.14	\$64.78	Paid 12/11/25
26-429	Joan Dinbokowitz	Graphics	Decals for wood projects	09/09/25	3	10/15/25	30.00	\$37.10	Paid 10/16/25

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WO #	REQUESTER	SHOP	Description	Request Date	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-430	Connie Muschko	Graphics	Banner	09/17/25	1	10/10/25	15.00	\$21.20	Paid 10/13/25
26-431	Christina Miskovich	Graphics	Stickers	10/03/25	1	10/10/25	60.00	\$69.00	Paid 01/08/26
26-432	Alex Glassberg	Graphics	Notepads & Cornhole board prints	10/03/25	1	12/01/25	40.00	\$48.76	Paid 12/05/25
26-433	Angela Dorney	Graphics	Various items for baby shower	10/28/25	1	10/29/25	47.40	\$57.78	Paid 10/29/25
26-434	Angela Dorney	Graphics	Sign & prints	11/04/25	1	11/07/25	28.00	\$34.98	Paid 11/07/25
26-435	Jennifer Klo	Graphics	Picture	11/11/25	1	12/18/25	5.00	\$10.60	Paid 12/19/25
26-436	Nina Pardoe	Graphics	Christmas cards	11/18/25	1	12/04/25	76.00	\$92.64	Paid 12/05/25
26-437	Tyler Heft	Graphics	Tees/Hoods	12/12/25	1	02/26/26	41.00	\$49.98	Paid 03/04/26
26-438	Liberty Swim Team	Graphics	9 banners	12/18/25	5	12/18/25	135.00	\$164.57	Paid 12/22/25
26-439	Justine Williams	Graphics	1200 Copies	01/06/25	1	01/22/26	240.00	\$292.56	Paid 1/22/26
26-440	Mary Bracken	Graphics	Cheerleader Banners	01/07/26	1				
26-441	Liberty Swim Team	Graphics	65 shirts	01/13/26	5	01/16/26	505.82	\$581.69	Paid 01/20/26
26-442	Christina Miskovich	Graphics	Graduation cards	01/13/26	1	02/27/26	25.00	\$31.80	Paid 02/27/26
26-443	Liberty Swim Team	Graphics	Programs for Senior Night	01/29/26	5	01/29/26	90.00	\$109.71	Paid 02/02/26
26-444	Christina Miskovich	Graphics	Nurse notebooks	01/29/26	1	02/27/26	35.00	\$42.67	Paid 02/27/26
26-445	Christina Miskovich	Graphics	2 banners	01/29/26	1	02/27/26	37.50	\$45.72	Paid 02/27/26
26-446	Skills USA	Graphics	700 Booklets	01/29/26	6	02/03/26	1,400.00	\$1,706.60	Paid 03/18/26
26-447	Christina Miskovich	Graphics	Stickers and notebooks	03/04/26	1	03/19/26	35.00	\$42.67	Paid 03/19/26
26-448	Amy Knight	Graphics	Stickers	03/05/26	1	03/27/26	20.00	\$26.50	Paid 03/27/26
26-449	Mike Galler	Graphics	Stickers	03/09/26	1			\$0.00	
26-450	Nicole Kwitowski	Graphics	100 Business Cards	03/12/26	3	03/27/26	7.00	\$12.72	
26-451	Liberty Swim Team	Graphics	Tees	03/17/26	5	03/23/26	135.19	\$155.47	Paid 03/25/26
26-452	Jennifer Klo	Graphics	5 t-shirts printed	03/18/26	1			\$0.00	

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WO #	REQUESTER	SHOP	Description	Request Date	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-453	Robert Cain	Graphics	Banner of Grand Central Station	03/23/26	1	03/25/26	48.00	\$58.51	Paid 03/27/26
26-454	Christina Miskovich	Graphics	Yard Sign	03/30/26	1				
26-455	Bridges	Graphics	Fundraiser invites & rsvp cards	03/30/26	137.5				
26-481	County of Northam	Welding	Tree Cages	05/14/25	6				
26-482	Via of Lehigh Valley	Bld. Trades	Engraved wood Plaques	08/21/25	3	10/09/25	35.00	\$42.67	Paid 10/10/25
26-483	Debra Miller	Auto Coll.	Honda - Paint spoiler & rear roof, headlights	08/25/25	1	09/15/25	30.00	\$37.10	Paid 09/15/25
26-484	Martyn Banham	Auto Coll.	Mercedes - replace front bumper	09/08/25	3	12/22/25	250.00	\$304.75	Paid 12/22/25
26-485	Sara Heintzelman	Carpentry	Build Ice Cream Playhouse	09/10/25	3	01/14/26	1,536.52	\$1,873.02	Paid 01/15/26
26-486	Mike Galler	Prec. Mac.	Powder coat bike frame/bars	09/12/25	1	09/22/25	5.00	\$10.60	Paid 09/24/25
26-487	Alex Glassberg	Carpentry	Cornhole boards	09/25/25	1	12/03/25	125.00	\$152.38	Paid 12/05/25
26-488	Kristin Soldridge	Prec. Mac.	Thread pencils with nuts provided	09/25/25	5	09/25/25	0.00	\$5.30	Paid 9/25/25
26-489	Presley McNichol	Auto Coll.	Dodge - Replace left bedside	10/01/25	2	12/15/25	1,250.00	\$1,523.75	Paid 12/17/25
26-490	Heather Burkhart	Auto Coll.	Refinish front bumper	10/07/25	1	11/12/25	275.00	\$335.23	Paid 11/18/25
26-491	Mark Deysher	Auto Coll.	Toyota - hood work	10/09/25	3	10/09/25	240.09	\$292.67	Paid 10/10/25
26-492	Jennifer Klo	Carpentry	Build steps for puppy to get on bed	10/15/25	1			\$0.00	
26-493	Greta Wilmot	Carpentry	Sand down coasters	11/10/25	1	10/05/25	0.00	\$5.30	Paid 12-10-25
26-494	Stephanie Cummins	Auto Coll.	Left front door damage	12/05/25	3		0.00	\$5.30	
26-495	Kevin Kuehner	Auto Coll.	Paint hood & grill of John Deere tractor	12/09/25	1				
26-496	Karen Mustonen	Auto Coll.	Add roof rack to car	12/11/25	1				
26-497	Jennifer Klo	Building Trades	2 Cutting Boards	12/15/25	1	12/18/25	40.00	\$48.76	Paid 12-18-25
26-498	Louis Temple	Auto Coll.	Passenger side mirror	02/05/26	1	02/11/26	5.00	\$10.60	Paid 02-12-26
26-499	Carly McKeon	Auto Coll.	Repair and repaint	02/09/26	1				
26-500	Mersadies Bonilla	Auto Coll.	Kia Optima	02/11/26	3	02/27/26	20.00	\$26.50	Paid 03/02/26

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WO #	REQUESTER	SHOP	Description	Request Date	*Type	Completion Date	Materials Cost	Total Cost	Paid Date Paid Status
26-501	Nina Pardoe	Auto Coll.	Replace door handle	03/09/26	4				
26-502	Connie Muschko	Carpentry	Fix Hallloween sign	03/13/26	1				VOID
26-503	Connie Muschko	Carpentry	Build two frames	03/13/26	1				
26-504	Sue Leeson - FBMP	Carpentry	Podium Project	03/20/26	6				
26-505	Bill Grushow	Auto Coll.	Fix Rust	03/27/26	1				

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

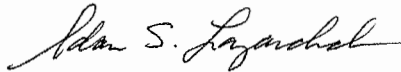
April 7, 2025

K. (2.) CONDITION OF THE BUDGET

INFORMATION:

Presented for your information is the statement of the Condition of the Budget ending February 28, 2026.

Respectfully submitted,



Adam S. Lazarchak  
Executive Director

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CONDITION OF BUDGET  
REVENUE/EXPENSE REPORT  
February 28, 2026

ACCOUNT NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR-TO-DATE ACTIVITY	BUDGET BALANCE
10.6510.000.000.000	INTEREST ON INVESTMENTS	20,000.00	19,965.90	34.10
10.6910.000.000.000	RENTALS	6,000.00	4,000.00	2,000.00
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	7,232,236.00	5,329,016.00	1,903,220.00
10.6946.002.000.000	RECEIPTS FROM NASD	3,339,635.00	2,372,895.00	966,740.00
10.6946.003.000.000	RECEIPTS FROM SVSD	1,147,742.00	875,916.00	271,826.00
10.6950.000.000.000	TUITION FROM OTHER DISTRICT	-		0.00
10.6980.000.000.000	REV. FROM COMMUNITY SERVICE ACTIVITIES	100,000.00	49,053.15	50,946.85
10.6990.000.000.000	MISCELLANEOUS REVENUE	2,000.00	1,580.27	419.73
10.7220.000.000.000	VOCATIONAL EDUC. SUBSIDY	1,525,000.00	1,054,297.56	470,702.44
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	2,500.00		2,500.00
10.7362.000.360.000	PCCD ACT 55 GRANT	80,187.17		80,187.17
10.7362.000.360.001	PCCD ACT 55 GRANT	59,812.83		59,812.83
10.7509.000.219.000	SUPPLEMENTAL EQUIPMENT GRANT	300,000.00		300,000.00
10.7810.000.000.000	SOC. SEC. REIMBURSEMENT	239,408.00	178,989.67	60,418.33
10.7820.000.000.000	RETIREMENT REIMBURSEMENT	1,120,880.00	529,417.47	591,462.53
10.8521.000.663.000	FEDERAL	379,387.00	281,737.36	97,649.64
10.8749.000.987.000	PCCD GRANT	-	3,150.00	-3,150.00
10.9400.000.000.000	PROCEEDS FROM SALE OF FIXED ASSETS	-	13,608.00	-13,608.00
	<b>TOTALS FOR GENERAL FUND</b>	<b>15,580,038.00</b>	<b>10,713,626.38</b>	<b>4,866,411.62</b>
	<b>TOTAL REVENUES</b>	<b>15,580,038.00</b>	<b>10,713,626.38</b>	<b>4,866,411.62</b>

CONDITION OF BUDGET  
REVENUE/EXPENSE REPORT  
February 28, 2026

ACCOUNT NUMBER	DESCRIPTION	ORIGINAL BUDGET	BUDGET REVISIONS	YEAR-TO-DATE ACTIVITY	ENCUMBRANCES	BUDGET BALANCE
10.1110.000.000.000	ACADEMIC PROGRAM	665,985.00	(1,084.00)	317,593.88	271,686.45	75,620.67
10.1240.000.000.000	SPECIAL EDUCATION	691,392.00	(2,439.00)	277,753.31	163,636.17	247,563.52
10.1320.000.000.000	MARKETING DISTRIBUTIVE EDUCATION	149,022.00	(271.00)	77,473.08	57,767.71	13,510.21
10.1330.000.000.000	HEALTH OCCUP. PROGRAM	829,726.00	(1,355.00)	409,434.64	308,672.30	110,264.06
10.1342.000.000.000	HOME ECONOMICS PROGRAM	951,837.00	(1,355.00)	488,504.84	328,771.82	133,205.34
10.1370.000.000.000	TECHNICAL PROGRAM	163,175.00	(271.00)	86,311.23	54,303.43	22,289.34
10.1380.000.000.000	TRADE & INDUSTRY PROGRAM	4,536,080.00	(7,858.00)	2,159,676.85	1,353,149.80	1,015,395.35
10.1700.000.000.000	HIGHER EDUCATION	10,000.00	-			10,000.00
10.2100.000.000.000	STUDENT SERVICES	1,625,189.00	(2,439.00)	866,140.25	609,900.40	146,709.35
10.2270.000.000.000	STAFF DEVELOPMENT - INSTRUCTIONAL	120,886.00	-	44,378.21	264.18	76,243.61
10.2310.000.000.000	BOARD SECRETARY	3,646.00	-	1,452.45	-	2,193.55
10.2320.000.000.000	BOARD TREASURER	1,665.00	-	925.33	-	739.67
10.2350.000.000.000	LEGAL SERVICES	60,000.00	-	20,930.52	33,069.48	6,000.00
10.2360.000.000.000	OFFICE OF THE DIRECTOR	465,658.00	(813.00)	296,949.58	107,262.68	60,632.74
10.2380.000.000.000	OFFICE OF THE PRINCIPAL	661,995.00	(1,084.00)	406,529.08	161,988.90	92,393.02
10.2440.000.000.000	PUPIL HEALTH - FIRST AID	113,350.00	(271.00)	51,157.81	36,415.87	25,505.32
10.2511.000.000.000	BUSINESS OFFICE	648,488.00	(1,626.00)	379,966.19	128,117.15	138,778.66
10.2600.000.000.000	OPERATIONS & MAINTENANCE	2,622,825.00	(2,665.00)	1,384,750.53	408,792.71	826,616.76
10.2660.000.000.000	SECURITY SERVICES	62,660.00	(271.00)	5,330.56	57,443.91	(385.47)
10.2830.000.000.000	STAFF DEVELOPMENT - NON-INST.	29,000.00	-	3,691.35	-	25,308.65
10.2840.000.000.000	DATA PROCESSING - TECHNOLOGY	664,186.00	(6,072.00)	304,106.11	104,185.40	249,822.49
10.3210.000.000.000	SCHOOL SPONSORED ACTIVITIES	107,525.00	-	10,821.35	21,878.26	74,825.39
10.3350.000.000.000	WELFARE ACTIVITIES	9,500.00	-			9,500.00
10.3390.000.000.000	COMMUNITY SERVICES	111,248.00	-	70,881.03	27,141.62	13,225.35
10.4300.000.000.000	IMPROVEMENT PROJECTS	-	-	-	-	-
10.4600.000.000.000	IMPROVEMENT EXPENSES	75,000.00	-	11,695.89	6,424.20	56,879.91
10.5100.000.000.000	REFUND OF PRIOR YEAR RECEIPTS	-	-			-
10.5140.000.000.000	LEASES & RIGHT TO USE ARRANGEMENT	-	29,874.00	29,874.00		-
10.5230.000.000.000	CAPITAL RESERVE TRANSFERS	100,000.00	-	10,324.00		89,676.00
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>	15,555,038.00	-	7,716,652.07	4,240,872.44	3,597,513.49
	<b>TOTAL EXPENSES</b>	15,555,038.00	-	7,716,652.07	4,240,872.44	3,597,513.49
	<b>EXCESS OF REVENUE OVER EXPENSES</b>			582,034.61		

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 7, 2026

K. 3. HOUSE PROJECT UPDATE

INFORMATION:

Mr. Lazarchak provided an update on the work that is being performed at the house: the electric panel has been installed, as well as the plumbing for the bathroom and laundry room; the vanities and lighting have been ordered. The Joint Committee members have all been given access to the calendar/schedule to stay updated.

Following the presentation by VanCleaf Engineering at the March Joint Committee meeting, Mr. Lazarchak was requested to reach out to Arif Fazil of CHA Consulting to secure an additional opinion regarding the various options related to the house project and subdivision. As Mr. Fazil was in attendance at this meeting, he informed the Joint Committee members present that he had looked at VanCleaf's report but wanted to speak with Mr. Lazarchak prior to offering any opinion. He did commit to helping Administration keep the current firm accountable to the time line and tasks they have established, which he feels is a better option than terminating the relationship and having another firm take over.

NEW BUSINESS

Mr. Galler updated the Joint Committee members on the grants that have been applied for/received to date. A supplemental equipment grant in the amount of \$352,000 has been awarded and will be used to fund equipment in five programs in addition to funding five welding stations for the South Campus. A competitive grant in the amount of \$80,000 has been applied for; this will be used exclusively for welding equipment.

Mr. Lazarchak reported that \$7,500 was raised on the first "Bridges Day of Giving" fundraiser that was held on March 26<sup>th</sup>, surpassing the goal of \$6,500 that had been set. The Joint Committee members should have received their invitations for the upcoming Bridges annual fundraiser scheduled for April 24<sup>th</sup>.

Students who successfully completed the Professional Skills Certification course, provided through our partnership with NCC and funded by The Bridges Foundation, will be awarded their certificates in a ceremony being held tomorrow at 12:30 p.m. at the school. The Joint Committee members were reminded that they are welcome and encouraged to attend.

There being no further business, the meeting was adjourned at 8:28 p.m. on a motion by Director White, seconded by Director Patrick, and all present voting in favor.