

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

3300 Chester Avenue
Bethlehem, PA 18020

BAVTS Joint Committee Regular Meeting - May 5, 2026 – 7:00 p.m.

- A. Pledge of Allegiance
- B. Roll Call
- C. Announcement of Executive Session
- D. Approval of Minutes – Regular Meeting, April 7, 2026
- E. Report of Secretary/Treasurer
- F. Payment of Bills
- G. Courtesy of the Floor – Agenda Items Only
- H. In-Services
 - Recognition of Student Competitors
- I. Administrative Recommendations –
 - 1. Staffing
 - 2. Column/Salary Adjustments
 - 3. Summer Custodial Substitutes
 - 4. Election of Treasurer
 - 5. Occupational Advisory Committee Members
 - 6. Conference Request
 - 7. Job Description Updating
- J. Informational Items
 - 1. 2026-2027 Bethlehem AVTS Budget
 - 2. Bridges Agreements
 - 3. Work Project Report
 - 4. Condition of the Budget
 - 5. House Project Update (verbal report to be provided at meeting)
 - 6. South Campus Expansion Update (verbal report to be provided at meeting)
- K. Unfinished Business
- L. New Business
- M. Courtesy of Floor to Visitors
- N. Adjournment

Next Meeting Date: Wednesday, June 10, 2026

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

March 31, 2026

FUND NAME	BALANCE March 1, 2026	RECEIPTS	DISBURSEMENTS	BALANCE March 31, 2026
General <i>includes PLGIT/CD</i>	4,157,896.91	1,520,376.11	(1,452,634.47)	4,225,638.55
House Project	17,431.27	0.30	(2,350.78)	15,080.79
Production	193,756.55	27,681.58	(7,618.44)	213,819.69
Capital Reserves <i>includes PLGIT/CD</i>	3,931,316.46	11,238.45	0.00	3,942,554.91
Capital Projects <i>includes PLGIT/CD</i>	3,975,634.10	41.61	(60,750.00)	3,914,925.71
Payroll	12,188.79	1,120,974.96	(1,123,063.23)	10,100.52
Cafeteria	67,257.19	3,208.30	(19,789.81)	50,675.68
Adult Education <i>includes PLGIT/CD</i>	380,144.21	41,680.21	(46,824.80)	374,999.62
Student Activities	57,593.26	9,329.72	(8,409.23)	58,513.75
TOTALS	12,793,218.74	2,734,531.24	(2,721,440.76)	12,806,309.22

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

March 1, 2026			3,654,293.92
RECEIPTS			
Production	27,677.25		
Interest	55.63		
District Contrib.	837,348.00		
District Contrib./Auth.			
State / Fed Funds	676,245.74		
Tuition			
Other	3,750.03		
Transfers - PLGIT			
Inter-Fund Transfers	889.69	1,545,966.34	
DISBURSEMENTS			
Prepaid Bills	(108,656.81)		
Bill Listings	(264,431.18)		
Payroll	(1,073,894.09)		
Other--Authority Bond			
Fees	(576.86)		
Void Checks	56.82		
Transfers - PLGIT		(1,447,502.12)	
March 31, 2026	ADJ BOOK BALANCE		3,752,758.14

BANK RECONCILIATION

March 31, 2026

Bank Balance- Embassy	3,820,217.95	
Memo		
Outstanding Checks	(67,868.59)	
Deposit in Transit	408.78	
March 31, 2026	ADJ BANK BALANCE	3,752,758.14

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

March 31, 2026

PA LOCAL GOVERNMENT INVESTMENT TRUST (GENERAL FUND)

March 1, 2026		714,790.81
	Transfers In	0.00
	Interest	2,091.65
	P Card purchases	(15,101.57)
	Transfers Out	
	Transfers Out-CD purch	
March 31, 2026	ADJ BOOK BALANCE	701,780.89

BANK RECONCILIATION

March 31, 2026

Bank Balance- PLGIT	701,780.89
Deposit in Transit	
Outstanding Checks	
March 31, 2026	ADJ BANK BALANCE
Average Yield for Mar 2026 is 3.50%	
	701,780.89

CAPITAL RESERVES - EMBASSY BANK

March 1, 2026		159,487.17
	Receipts	0.00
	Interest	3.38
	Void Checks	0.00
		3.38
	Fees	
	Disbursements	0.00
		0.00
March 31, 2026	ADJ BOOK BALANCE	159,490.55

BANK RECONCILIATION

March 31, 2026

Bank Balance- Embassy	159,490.55
Memos	
Outstanding Checks	0.00
Deposit in Transit	0.00
March 31, 2026	ADJ BANK BALANCE
	159,490.55

PA LOCAL GOVERNMENT INVESTMENT TRUST (CAPITAL RESERVES)

March 1, 2026		3,771,829.29
	Transfers In	0.00
	Interest	11,235.07
	Transfers Out	0.00
	Transfers Out-CD purch	0.00
March 31, 2026	ADJ BOOK BALANCE	3,783,064.36

BANK RECONCILIATION

March 31, 2026

Bank Balance- PLGIT	3,783,064.36
Outstanding Checks	0.00
March 31, 2026	ADJ BANK BALANCE
	3,783,064.36
Average Yield for Mar 2026 is 3.50%	

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

March 31, 2026

CAPITAL PROJECTS - EMBASSY BANK

March 1, 2026			3,975,634.10
	Receipts	0.00	
	Interest	41.61	
	Void Checks	0.00	41.61
	Fees		
	Disbursements	(60,750.00)	(60,750.00)
March 31, 2026	ADJ BOOK BALANCE		3,914,925.71

BANK RECONCILIATION

March 31, 2026

Bank Balance- Embassy	3,914,925.71
Memos	
Outstanding Checks	0.00
Deposit in Transit	0.00
March 31, 2026	ADJ BANK BALANCE
	3,914,925.71

PAYROLL FUND - EMBASSY BANK

March 1, 2026			12,188.79
	Receipts	1,120,973.16	
	Interest	1.80	
	Void Checks		1,120,974.96
	Fees		
	Disbursements	(1,123,063.23)	(1,123,063.23)
March 31, 2026	ADJ BOOK BALANCE		10,100.52

BANK RECONCILIATION

March 31, 2026

Bank Balance- Embassy	10,188.05
Memos	
Outstanding Checks	(87.53)
Deposit in Transit	
March 31, 2026	ADJ BANK BALANCE
	10,100.52

CAFETERIA FUND - EMBASSY BANK

March 1, 2026			67,257.19
	Receipts	3,207.05	
	Transfers		
	Interest	1.25	3,208.30
	Disbursements	(19,789.81)	
	Void Check	0.00	(19,789.81)
March 31, 2026	ADJ BOOK BALANCE		50,675.68

BANK RECONCILIATION

March 31, 2026

Bank Balance- Embassy	50,526.68
Memos	0.00
Outstanding Checks	0.00
Deposit in Transit	149.00
March 31, 2026	ADJ BANK BALANCE
	50,675.68

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

March 31, 2026

ADULT EDUCATION FUND - EMBASSY BANK

March 1, 2026			380,144.21
	Receipts	41,672.03	
	PLGIT Transfers	0.00	
	Interest	8.18	41,680.21
	Disbursements	(46,890.24)	
	Void Checks	65.44	
	PLGIT Transfer	0.00	(46,824.80)
March 31, 2026	ADJ BOOK BALANCE		374,999.62

BANK RECONCILIATION

March 31, 2026

Bank Balance	373,684.62
Memos	0.00
Outstanding Checks	(165.00)
Deposit in Transit	1,480.00
March 31, 2026	ADJ BANK BALANCE
	374,999.62

STUDENT ACTIVITY ACCT - EMBASSY BANK

March 1, 2026			57,593.26
	Receipts	9,328.45	
	Other		
	Interest	1.27	9,329.72
	Disbursements	(8,409.23)	
	Other--Ret'd Check		
	Voided Check	0.00	(8,409.23)
March 31, 2026	ADJ BOOK BALANCE		58,513.75

BANK RECONCILIATION

March 31, 2026

Bank Balance	58,513.75
Outstanding Checks	0.00
Deposit in Transit	0.00
March 31, 2026	ADJ BANK BALANCE
	58,513.75

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

May 5, 2026

Ladies and Gentlemen:

Your Treasurer respectfully submits the following report for the period ending

March 31, 2026

REPORT OF DEPOSITORIES

March 31, 2026

EMBASSY BANK

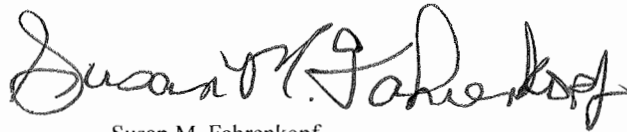
General Fund	3,820,217.95
Capital Reserve	159,490.55
Capital Projects	3,914,925.71
Payroll Account	10,188.05
Cafeteria Fund	50,526.68
Adult Ed. Fund	373,684.62
Student Activity Fund	58,513.75

PLGIT

PLGIT General Fund	701,780.89	
PLGIT CD (General Fund)	0.00	701,780.89
PLGIT Capital Reserve	3,783,064.36	
PLGIT CD (Cap Reserve)	0.00	3,783,064.36
PLGIT Adult Fund	0.00	
PLGIT CD (Adult Fund)	0.00	0.00

TOTAL BANK BALANCES 12,872,392.56

Respectfully submitted,



Susan M. Fahrenkopf
Secretary/Treasurer

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

PAYMENT OF BILLS

RECOMMENDATION:

a.) GENERAL BUDGET

That the bills through May 5, 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:

SECOND BY:

ROLL CALL

REPORT DATE
5/5/2026

BETHLEHEM AREA VOCATIONAL - TECHNICAL SCHOOL

EMBASSY BANK - GENERAL FUND

CHECK DATE	PREPAY	CHECK NUMBER	VENDOR	Amount	DESCRIPTION
4/8/2026	Y	35187	ALTEK BUSINESS SYSTEMS INC	\$ 3,760.68	LEASE RENTAL OF HARDWARE
4/8/2026	Y	35188	CANON SOLUTIONS AMERICA, INC.	\$ 481.46	COPIER MAINTENANCE
4/8/2026	Y	35189	COMMONWEALTH OF PA-UNCLAIMED	\$ 1,281.25	2022 UNCLAIMED PROPERT
4/8/2026	Y	35190	DAWN SUTTER	\$ 423.40	MILEAGE REIMBURSEMENT
4/8/2026	Y	35191	KURTIS SAMSON	\$ 2,176.00	TUITIION REIMBURSEMENT
4/8/2026	Y	35192	NRG BUSINESS MARKETING	\$ 1,206.82	25-26 GAS SUPPLY
4/8/2026	Y	35193	PP&L	\$ 5,020.60	25-26 ELECTRIC
4/8/2026	Y	35194	ROBB WARMOUTH	\$ 449.50	MILEAGE REIMBURSEMENT
4/8/2026	Y	35195	TK ELEVATOR CORPORATION	\$ 2,818.56	SERVICE AGREEMENT
4/8/2026	Y	35196	UGI UTILITIES	\$ 1,865.60	GAS SERVICE
4/8/2026	Y	35197	VERIZON WIRELESS	\$ 265.42	CELL PHONES
4/8/2026	Y	35198	WEX BANK	\$ 553.46	FUEL 25-26
4/14/2026	Y	35199	CANON FINANCIAL SERVICES,INC.	\$ 1,963.15	LEASE RENTAL OF HARDWARE
4/14/2026	Y	35200	CITY OF BETHLEHEM	\$ 4,107.55	25-26 WATER BILL
4/14/2026	Y	35201	SERVICE ELECTRIC CABLE TV	\$ 98.63	PHONE SERVICE
4/14/2026	Y	35202	UGI ENERGY SERVICES LLC	\$ 1,350.34	GAS SERVICE
4/14/2026	Y	35203	WHOLESALE AUTO	\$ 8,947.00	TRAILER
4/21/2026	Y	35204	EMBASSY BANK -	\$ 4,542.59	TRAVEL, CLASSROOM & OFFICE SUPPLIES
4/21/2026	Y	35205	BETHLEHEM PARKING AUTHORITY	\$ 2,400.00	PARKING PERMITS
4/21/2026	Y	35206	CITY OF BETHLEHEM	\$ 28.72	25-26 WATER BILL
4/21/2026	Y	35207	PENTELEDATA	\$ 490.00	INTERNET SERVICE COLUMBIA ST
4/21/2026	Y	35208	PP&L	\$ 25,280.64	25-26 ELECTRIC
4/21/2026	Y	35209	SDIC	\$ 11,009.60	JANUARY SIR BILLING
4/21/2026	Y	35210	SELECTIVE INSURANCE COMPANY	\$ 2,312.00	INSURANCE
4/21/2026	Y	35211	SKILLS USA PENNSYLVANIA	\$ 1,785.00	NATIONAL CONFERENCE
4/29/2026	Y	35212	HOME DEPOT CREDIT SVCS.	\$ 747.09	CLASSROOM AND MAINTENANCE SUPPLIES
4/29/2026	Y	35213	LOWES BUSINESS ACCOUNT	\$ 2,089.24	CLASSROOM AND MAINTENANCE SUPPLIES
4/29/2026	Y	35214	UGI UTILITIES	\$ 2,849.56	GAS SERVICE

4/29/2026	Y	35215	UPS FREIGHT	\$ 11.13	RETURN LATE FEE
5/5/2026		35216	ABE AREA GLASS LLC	\$ 2,930.00	REPAIR GLASS WINDOW
5/5/2026		35217	ADVANCE AUTO PARTS	\$ 891.51	AUTO TECH SUPPLIES
5/5/2026		35218	ADVANCED COMMUNICATION SOLUTIONS LLC	\$ 195.50	SERVICE CALL
5/5/2026		35219	ALBERT USTER IMPORTS INC.	\$ 1,518.14	BAKING SUPPLIES
5/5/2026		35220	AMAZON CAPITOL SERVICES	\$ 35,583.83	CLASSROOM, OFFICE & MAINTENANCE SUPPLIES
5/5/2026		35221	ANGELA THOM	\$ 27.66	MEAL REIMBURSEMENT FOR STATES
5/5/2026		35222	APPLE INC.	\$ 4,990.00	TECHNOLOGY SUPPLIES
5/5/2026		35223	AUTOZONE	\$ 624.64	AUTO TECH SUPPLIES
5/5/2026		35224	AYKROYD HARDWARE	\$ 1,134.25	BLDG. TRADES SUPPLIES
5/5/2026		35225	BETHLEHEM FORD	\$ 171.38	PARTS FOR 2018 FORD VAN
5/5/2026		35226	BILL FLANNERY AUTOMOTIVE	\$ 1,919.47	AUTO COLLISION SUPPLIES
5/5/2026		35227	BINDICS CUSTOM SCREEN PRINTING	\$ 1,049.40	SHIRTS
5/5/2026		35228	BINDICS EMBROIDERY	\$ 1,630.00	CLASS SHIRTS
5/5/2026		35229	BIT DIRECT INC.	\$ 6,000.00	TECHNOLOGY SUPPLIES
5/5/2026		35230	CAREERSAFE LLC	\$ 396.00	OSHA 30 TRAINING
5/5/2026		35231	CARTRIDGE XCHANGE LL	\$ 2,131.75	TONER CARTRIDGES
5/5/2026		35232	CENGAGE LEARNING	\$ 497.48	PLUMBING BOOKS
5/5/2026		35233	CHRIN HAULING, INC	\$ 4,471.85	DISPOSAL
5/5/2026		35234	CM REGENT LLC	\$ 2,935.21	MAY LIFE/LTD
5/5/2026		35235	COL. NORTH. I.U. 20	\$ 8,734.21	25-26 QUARTERLY SERVICES
5/5/2026		35236	COOPER ELECTRIC SUPPLY	\$ 822.50	ELECTRICAL SUPPLIES
5/5/2026		35237	DEAN RUCH	\$ 139.97	MILEAGE REIMBURSEMENT
5/5/2026		35238	DEERFOOT AUTO PARTS INC.	\$ 175.00	AUTO TECH SUPPLIES
5/5/2026		35239	EASTERN AUTOPARTS WAREHOUSE	\$ 311.53	AUTO TECH SUPPLIES
5/5/2026		35240	EBTEP	\$ 164,515.40	MAY 2026 DENTAL
5/5/2026		35241	ECCOTROL LLC	\$ 722.50	ANNUAL SERVICE CONTRACT
5/5/2026		35242	EDUCATIONAL SOLUTIONS ENTERPRISES	\$ 597.39	MECHATRONICS SUPPLIES
5/5/2026		35243	HENDERSHOT DOOR SYSTEMS INC.	\$ 292.50	REPAIRS
5/5/2026		35244	HIGHMARK BLUE SHIELD	\$ 1,074.51	MAY 2026 VISION
5/5/2026		35245	INTEGRITEC INC.	\$ 245.00	WATER TREATMENT
5/5/2026		35246	INTERSTATE TAX SERVICE INC.	\$ 340.20	UNEMPLOYMENT COMPENSATION
5/5/2026		35247	JENNINGS TRANSPORTATION CORP	\$ 750.00	BUS TRANSPORTATION
5/5/2026		35248	JIM GURCSIK	\$ 30.10	MEAL REIMBURSEMENT FOR STATES

5/5/2026	35249	JOHNSON CONTROLS FIRE PROTECTION LP	\$ 2,690.60	REPAIRS
5/5/2026	35250	KING SPRY HERMAN FREUND FAUL	\$ 3,111.66	SOLICITOR'S FEES
5/5/2026	35251	KIRIPOSKI & SONS	\$ 381.25	PORT O POTTY HOUSE PROJECT/FOO
5/5/2026	35252	MICHAEL GALLER	\$ 123.26	MILEAGE REIMBURSEMENT
5/5/2026	35253	MORE MILES AUTOMOTIVE LLC	\$ 155.03	INSPECTION
5/5/2026	35254	MOYER LUMBER & HARDWARE	\$ 346.67	MASONRY & CARPENTRY SUPPLIES
5/5/2026	35255	MOYER PEST CONTROL	\$ 139.00	PEST CONTROL
5/5/2026	35256	NAPA AUTO PARTS	\$ 731.73	AUTO TECH SUPPLIES
5/5/2026	35257	NAZARETH PRODUCE	\$ 110.00	BAKING SUPPLIES
5/5/2026	35258	NOCTI	\$ 120.00	ONLINE
5/5/2026	35259	PA. SCHOOL BOARD ASSOC. INC.	\$ 4,386.95	MEMBERSHIP RENEWAL
5/5/2026	35260	PACTA	\$ 1,700.00	CONFERENCE REGISTRATIONS
5/5/2026	35261	PARENTSQUARE INC.	\$ 750.00	NOTIFICATION SYSTEM
5/5/2026	35262	PENN JERSEY PAPER CO.	\$ 446.00	MAINTENANCE SUPPLIES
5/5/2026	35263	PREFERRED EAP	\$ 493.50	EMPLOYEE ASSISTANCE PROGRAM
5/5/2026	35264	PURSELL STORAGE CO. LLC	\$ 903.00	STORAGE CONTAINERS
5/5/2026	35265	QUADIENT FINANCE USA INC.	\$ 3,000.00	POSTAGE FOR METER
5/5/2026	35266	QUADIENT LEASING USA INC.	\$ 720.00	LEASE PAYMENT
5/5/2026	35267	QUILL CORP.	\$ 555.28	CLASSROOM & OFFICE SUPPLIES
5/5/2026	35268	R.J.WALKER	\$ 3,033.23	NOCTI SUPPLIES
5/5/2026	35269	RESET OUTDOORS	\$ 18,112.50	MENTAL HEALTH SERVICES
5/5/2026	35270	ROTARY CLUB OF BETHLEHEM	\$ 505.00	2026-2027 MEMBERSHIP
5/5/2026	35271	SHARDA PAPER INC	\$ 1,170.45	CLASSROOM PAPER
5/5/2026	35272	SNAP-ON	\$ 9,677.23	GRANT \$ EQUIPMENT
5/5/2026	35273	SSM GROUP INC.	\$ 6,051.89	TRAINING & INSPECTIONS
5/5/2026	35274	STATE CHEMICAL	\$ 308.05	DRAIN MAINTENANCE
5/5/2026	35275	SYSCO	\$ 5,068.49	CULINARY & BAKING SUPPLIES
5/5/2026	35276	TRACY SNYDER	\$ 117.45	MILEAGE REIMBURSEMENT
5/5/2026	35277	ULINE	\$ 328.75	CLASSROOM & MAINTENANCE SUPPLIES
5/5/2026	35278	USA TODAY MEDIA CORP	\$ 326.75	AD FOOD TRUCK BID
5/5/2026	35279	W.W. GRAINGER	\$ 47.80	MAINTENANCE SUPPLIES
5/5/2026	35280	WILSON PRODUCTS	\$ 930.84	CYLINDER RENTALS

TOTAL

\$404,706.23

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

May 5, 2026

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

The administration respectfully submits the following information and recommendations:

1. STAFFING
RECOMMENDATION:

- a. That the following resignations be accepted:

Kayla Chelley
Instructional Assistant (part-time)
Effective: April 20, 2026

Jenifer Stilgenbauer
Health Careers Instructor
Effective: June 30, 2026

- b. That the Executive Director be authorized to hire Culinary Events Student Worker(s) through the school's Cooperative Education program, for the period June 10, 2026 through the last student day of the 2026-2027 school year (currently scheduled for June 1, 2027) for up to 28 hours per week at a rate of \$12.50 for first year Food Truck workers and \$13.50 per hour for returning Food Truck workers, with no benefits with ratification at the June meeting. Work hours and work days are dependent upon scheduled events.

MOTION BY:
SECOND BY:
ROLL CALL

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

2. COLUMN/SALARY ADJUSTMENTS

RECOMMENDATION:

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

	<u>CHANGE FROM</u>	<u>CHANGE TO</u>	<u>EFFECTIVE</u>
Jordan Montague	Column A (Intern + 9 credits)	Column B (C&T*I)	April 7, 2026

*C&T (Career and Technical) replaces the term Voc (Vocational) for PDE Certifications

MOTION BY:
SECOND BY:
ROLL CALL

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

3. SUMMER CUSTODIAL SUBSTITUTES

RECOMMENDATION:

That the individuals listed below be approved as summer custodial substitutes for the summer of 2026, subject to the call of the Executive Director of Bethlehem Area Vocational-Technical School, or his/her designee, as needed, at a rate of \$13.50 per hour, pending receipt of all required paperwork.

Carol Boscia
Shirley Gehman

MOTION BY:
SECOND BY:
ROLL CALL

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

4. ELECTION OF TREASURER

INFORMATION:

Section 1850.3 (d) of the Public School Code states: “Each year during the month of December, the Joint Committee shall choose from its members a chairman and vice-chairman, each to serve for one year; and **shall, annually, during the month of May, elect a treasurer to serve for one year, beginning the first Monday in July following such election;** and shall, during the month of May, once every four years, elect a secretary, who may or may not be a member of the area vocational-technical school board, to serve for a term of four years, beginning the first Monday of July following such election.”

RECOMMENDATION:

- a.) That the salary for the Treasurer of the Bethlehem AVTS be fixed at \$1,200.00. This amount is a \$100 increase from the previous school year.
- b.) That Susan M. Fahrenkopf be elected Treasurer of the Bethlehem AVTS for a term of one year beginning July 1, 2026.
- c.) That the bond of the Treasurer be fixed at \$50,000.00, premium to be paid by the Joint Committee.

MOTION BY:

SECOND BY:

ROLL CALL

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

5. 2025-2026 OCCUPATIONAL ADVISORY COMMITTEE MEMBERS
RECOMMENDATION:

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

First Name	Last Name	Job Title	Company	Shop/Program
Joseph	Brady	Center Director	Lackawanna College	Carpentry Building Trades
Andrew	Galvan	Laborer	Prime Paintings	Masonry
Nathaniel	Johnson	Lieutenant	Bethlehem Township Volunteer Fire Company	Protective Services
Natalie	Jones	Laborer	Lighthouse Flooring, LLC	Masonry
William	Marks	Shop supervisor	Technical Process & Engineering, Inc.	Precision Machining
Nicole	Mohr Costa	Manager	Lehigh Valley Collision (Nucar)	Auto Body
Lisa	Moore			Health Careers
Zachary	Nofton	Plasterer	Duggan & Marcon, Inc	Masonry
Carl	Savage	Vice President Business Management	Micro Stamping Corporation	Electrical Technology/ Machining/ Mechatronics
Savannah	Smentkowski	Nursing Student	Moravian University	Health Careers
Rian	Sunday	Mason	Dugan Restoration	Masonry
James	Wagner	President	Controlled Environment Consulting, LLC	Electrical Technology HVAC Mechatronics Precision Machining
Monica	Werkheiser	Pharmacist	Walgreens	Health Careers
Nicholas	Zaso	Police Officer	Bushkill Township Police Department	Protective Services

MOTION BY:
SECOND BY:
ROLL CALL

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

6. CONFERENCE REQUESTS

RECOMMENDATION:

That Jenifer Stilgenbauer, part-time Supervisor of Lifelong Learning, be granted permission to attend the 2026 Spring Pennsylvania Association of Practical Nursing Administrators (PAPNA) Conference in State College, PA, from May 12-15, 2026. The approximate cost is \$1,138.

Any conference requests listed above are in the budget.

MOTION BY:

SECOND BY:

ROLL CALL

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

7. JOB DESCRIPTION UPDATING

RECOMMENDATION:

That the Joint Committee approve the following job descriptions, presented for a first reading:

- Assistant CTSO Advisor
- SkillsUSA Chapter Advisors A, B, C, D
- HOSA Chapter Advisor A, B

MOTION BY:

SECOND BY:

ROLL CALL

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

JOB DESCRIPTION

Position Title: Assistant CTSO Advisor

GENERAL POSITION REQUIREMENTS

Employee Group Professional Staff Member

Reports to Career & Technical Administrator

ESSENTIAL JOB FUNCTIONS

- Work cooperatively with other CTSO advisor(s) to assist with the organization and coordination of all CTSO functions.
- Able to fill in as needed for CTSO advisor(s) at CTSO events, including competitions, conferences, field trips, and overnight trips.

TERMS OF EMPLOYMENT

School year stipend position appointed annually as needed. Compensation is an annual stipend of \$1,100 per school year. Work hours concurrent with, and in addition to, the normal school day. Payment for on-site supervision at competitions and events is covered under the Career-Technical Student (CTSO) Advisor Stipend.

PHYSICAL REQUIREMENTS

MEASURED IN TERMS OF FREQUENCY

Not At All
0%

Occasionally
1 – 33%

Frequently
24 – 66%

Constantly
67 – 100%

LIFTING

Up to 10 lbs.	Occasionally
11 to 20 lbs.	Occasionally
Beyond 20 lbs.	Not at all

BODY MOVEMENTS

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

JOB DESCRIPTION

Position Title: SkillsUSA Chapter Advisor A
 SkillsUSA Chapter Advisor B
 SkillsUSA Chapter Advisor C
 SkillsUSA Chapter Advisor D

GENERAL POSITION REQUIREMENTS

Employee Group Professional Staff Member

Reports to Career & Technical Admin

ESSENTIAL JOB FUNCTIONS

- Work cooperatively with other BAVTS SkillsUSA advisors to organize and coordinate all SkillsUSA functions
- Able to chaperone all SkillsUSA events, including competitions, conferences, field trips, and overnight trips

TERMS OF EMPLOYMENT

School year stipend position appointed annually. Stipend equal to 25% of funds allocated for SkillsUSA Advisor position(s). Work hours concurrent with and in addition to the normal school day. Payment for on-site supervision at SkillsUSA local, district, state, national competitions and events is covered under the Career-Technical Student (CTSO) Advisor Stipend.

PHYSICAL REQUIREMENTS

MEASURED IN TERMS OF FREQUENCY

<u>Not At All</u>	<u>Occasionally</u>	<u>Frequently</u>	<u>Constantly</u>
0%	1 – 33%	24 – 66%	67 – 100%

LIFTING

Up to 10 lbs.	Occasionally
11 to 20 lbs.	Occasionally
Beyond 20 lbs.	Not at all

BODY MOVEMENTS

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

JOB DESCRIPTION

Position Title: HOSA Chapter Advisor A
HOSA Chapter Advisor B

GENERAL POSITION REQUIREMENTS

Employee Group Professional Staff Member

Reports to Career & Technical Admin

ESSENTIAL JOB FUNCTIONS

- Work cooperatively with other BAVTS HOSA Advisors to organize and coordinate all HOSA functions.
- Able to chaperone all HOSA events, including competitions, conferences, field trips, and overnight trips.

TERMS OF EMPLOYMENT

School year stipend position appointed annually. Stipend equal to 50% of funds allocated for HOSA Advisor position(s). Work hours concurrent with and in addition to the normal school day. Payment for on-site supervision at HOSA local, state, national competitions and events is covered under the Career-Technical Student (CTSO) Advisor Stipend.

PHYSICAL REQUIREMENTS

MEASURED IN TERMS OF FREQUENCY

Not At All
0%

Occasionally
1 – 33%

Frequently
24 – 66%

Constantly
67 – 100%

LIFTING

Up to 10 lbs.	Occasionally
11 to 20 lbs.	Occasionally
Beyond 20 lbs.	Not at all

BODY MOVEMENTS

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

J.(1.) 2026-2027 BETHLEHEM AVTS BUDGET

INFORMATION:

Administration has received, from all three participating school districts, the acceptance of the Bethlehem AVTS 2026-2027 budget in the amount of \$17,090,354.00.

At the Regular Meeting of the Board of School Directors of the Bethlehem Area School District held on March 23, 2026, with a vote of 8 Yes, 0 No, 1 Absent, and 0 Abstaining, the budget was approved with BASD contribution at \$7,967,718.00.

At the Regular Meeting of the Board of School Directors of the Northampton Area School District held on April 13, 2026, with a vote of 9 yes, 0 No, 0 Absent, and 0 Abstaining, the budget was approved with NASD contribution at \$3,679,566.00.

At the Regular Meeting of the Board of School Directors of the Saucon Valley School District held on April 14, 2026, with a vote of 7 Yes, 0 No, 2 Absent, and 0 Abstaining, the budget was approved with SVSD contribution at \$1,171,871.00.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

J. (2.) BRIDGES AGREEMENTS

INFORMATION:

Included in the budgets since 2019-2020 is the Director of Development and Marketing Director Position that is reimbursed by the Bridges Foundation. The current agreements with Bridges and the employee expire June 30, 2026. The agreements will be presented at the June 2026 meeting for approval for a one-year term for the 2026-2027 fiscal year.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

May 5, 2026

J. (3.) 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	Paid
26-6	Angela Thom	BAKING	Career & Colleg Fair Breakfast & Lunch (03/25/26)	08/20/25	4			\$ 625.00	Paid
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	Elspeth Sipple	GRAPHICS	Business Cards	08/22/25	4	08/25/25		\$ -	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 - Cul	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			\$ -	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

26-24	Peggy Fuehrer	BAKING	OAC Desserts (4/13-4/14)	09/18/25	4		\$ 450.00	\$ 450.00	
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			\$ 300.00	Paid
26-28	Sue Fahrenkopf	Culinary	LAC Luncheon	09/22/25	4			\$ 260.00	Paid
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		\$ -	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			\$ -	Paid
26-35	Janelle Schaeffer	Culinary	Breakfast for Principals Meeting (12/11/25)	10/21/25	4			\$ -	
26-36	Freedom High Schoo	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			\$ -	Paid
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
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	linary -Berardesa	Desserts for November Board Meeting	11/18/25	4	11/26/25		\$ -	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	Paid
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 - DUPLICATE
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			\$ 260.00	Paid
26-65	Janelle Schaeffer	Culinary(Berardesc	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	Culinary (Berardesc	Perkins Luncheon (5/13/26)	03/04/26	4			\$ -	
26-69	Emily Hough	Carpentry	18 keyboard covers	03/04/26	4			\$ -	
26-70	Dawn Sutter	Culinary (Ferry)	Lunch for 9 people for interviews (03/12/26)	03/04/26	4			\$ 110.00	Paid
26-71	Adam Lazarchak	Web Design	Website	03/06/26	4	03/06/26	400.00	\$ 400.00	Paid
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	\$ 87.00	Paid
26-74	Marketing	Culinary Events	Hoagies & drinks for FHS Moving Up Day (03/31/26)	03/13/26	4			\$ 90.00	Paid
26-75	Marketing	Baking	Baked goods for 368 students (03/31/26)	03/13/26	4			\$ 736.00	Paid
26-76	Dan Berardesca	GRAPHICS	50 Notebooks	03/13/26	4	03/19/26	350.00	\$ 350.00	Paid
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			\$ 738.00	Paid
26-79	Dan Berardesca	GRAPHICS	Banner	03/23/26	4			\$ -	
26-80	Sergio Rivas	Carpentry	4 Wall flats	03/26/26	4	04/08/26	80.00	\$ 80.00	
26-81	Food Truck	GRAPHICS	Banners for Food Truck Tuesday	03/30/26	4			\$ 250.00	
26-82	MAINTENANCE	GRAPHICS	CAD maps	03/30/26	4			\$ -	
26-83	Dana Huber	Baking	apps & desserts with sheet cake (5/13/26)	04/13/26	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 10/01/25
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			\$ -	Paid 11/6/25
26-149	NTHS	Baking	Induction Ceremony (10/15/25)	10/09/25	6			\$ -	PAID ON PO
26-150	NTHS	Culinary	Induction Ceremony (10/15/25)	10/09/25	6			\$ -	PAID ON PO
26-151	Connie Muschko	Baking	Cake	10/24/25	1	10/24/25	20.00	\$ 20.00	Paid 10/27/25
26-152	NTHS	Baking	Cookies for bake sale	10/27/25	6			\$ -	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			\$ -	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 Hujsa	Baking	75 Appletturnovers	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		500.00	\$ 500.00	Paid 04/21/26
26-174	Bridges Foundation	Culinary (Berardese)	Board Meeting luncheon (03/17/26)	02/19/26	6		400.00	\$ 400.00	Paid 03/24/26
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			\$ -	Paid 2/26/26
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	04/10/26	30.00	\$ 30.00	Paid 04/10/26
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
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	
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 Nonnemache	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			\$ -	Paid 10/17/25
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, co	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 Milisitz	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			\$ -	
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
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 Marshalleck	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	04/22/26	234.99	\$ 286.45	
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	04/23/26	377.00	\$ 459.56	Paid 04/23/26
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	04/23/26	868.63	\$ 1,058.86	
26-242	Connie Muschko	AUTO TECH	Toyota - tires, engine	12/29/25	1	04/21/26	451.87	\$ 550.83	Paid 04/21/26
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
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			\$ 8.95	
26-252	Jack Schreckihgur	AUTO TECH	Chevy - Front and rear brake pades and rotors	03/09/26	2			\$ 8.95	

26-253	Kaden Shovb	AUTO TECH	Honda - new sparkplugs	02/19/26	2			\$ 8.95	
26-254	Aiden Sayers	AUTO TECH	Lift kit, rims, tires	03/17/26	2			\$ -	VOID
26-255	Joseph Ummarino	AUTO TECH	Nissan - lower control arm, swaybar linkage	03/17/26	2	04/13/26	712.96	\$ 869.09	Paid 04/13/26
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 Evangelist	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	04/15/26	623.18	\$ 759.66	Paid 04/15/26
26-260	Matt Riexinger	AUTO TECH	Brake pads	03/30/26	2	04/08/26	333.55	\$ 406.59	Paid 04/08/26
26-261	Steven Scholl	AUTO TECH	Brakes	03/30/26	2	04/16/26	219.73	\$ 267.85	Paid 04/15/26
26-262	Gavin Walsh	AUTO TECH	Front brakes	04/21/26	2	04/22/26	90.00	\$ 109.71	Paid 04/23/26
26-263	Jack Tate	AUTO TECH	Suspension work	04/22/26	2			\$ -	
26-264	Jennifer Klo	AUTO TECH	Chevy - Tune up & check brakes	04/23/26	1			\$ -	
26-265	Joseph Ummarino	AUTO TECH	Nissan - rear sway bar	04/24/26	2			\$ -	
26-266	Michael Giamoni	AUTO TECH	Honda - Oil change and filters	04/28/26	1			\$ -	
26-376	Arc of LV	FOOD TRUCK	Staff Appreciation Picnic (7/18/25)	02/26/25	6	07/18/25	1,800.00	\$ 1,800.00	Paid 7/23/25
26-377	Ann Marie Schumann	FOOD TRUCK	Reunion (7/19/25)	06/30/25	3	07/19/25	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. Arts	Culinary Events	Catering Event (04/16/26)	03/04/26	6		2,000.00	\$2,438.00	Paid 04/21/26
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
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	04/08/26	30.00	\$37.10	Paid 04/08/26
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	6	04/08/26	137.50	\$158.13	Paid 04/09/26
26-456	Sterling Gethers	Graphics	Business Cards	03/30/26	3	04/14/26	7.00	\$12.72	Paid 04/14/26
26-457	Dharam Sookram	Graphics	Laminate advertisement	03/30/26	3				
26-458	Brandon Burr	Graphics	NCR Forms	04/08/26	3	04/23/26	38.00	\$46.32	

26-459	Jae Juan Rodriquez	Graphics	3 Crew neck sweatshirts	04/13/26	2				
26-460	Kurt Samson	Graphics	Wrap a cabinet	04/21/26	1				
26-461	Karen Tavares	Graphics	3 shirts for family vacation	04/28/26	1				
26-481	County of Northamp	Welding	Tree Cages	05/14/25	6		9,353.95	\$10,757.04	
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.	Refininsh 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			\$0.00	
26-496	Karen Mustonen	Auto Coll.	Add roof rack to car	12/11/25	1	03/30/26	5.00	\$10.60	Paid 04/08/26
26-497	Jennifer Klo	Building Trades	2 Cutitng 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
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	04/21/26	153.32	\$186.90	
26-504	Sue Leeson - FBMP	Carpentry	Podium Project	03/20/26	6				

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

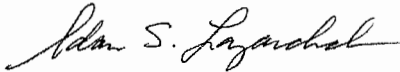
May 5, 2026

J. (4.) CONDITION OF THE BUDGET

INFORMATION:

Presented for your information is the statement of the Condition of the Budget ending March 31, 2026.

Respectfully submitted,



Adam S. Lazarchak
Executive Director

Sf

CONDITION OF BUDGET
REVENUE/EXPENSE REPORT
March 31, 2026

ACCOUNT NUMBER	DESCRIPTION	ORIGINAL BUDGET	YEAR-TO-DATE ACTIVITY	BUDGET BALANCE
10.6510.000.000.000	INTEREST ON INVESTMENTS	20,000.00	22,110.35	-2,110.35
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	6,090,304.00	1,141,932.00
10.6946.002.000.000	RECEIPTS FROM NASD	3,339,635.00	2,812,320.00	527,315.00
10.6946.003.000.000	RECEIPTS FROM SVSD	1,147,742.00	966,528.00	181,214.00
10.6950.000.000.000	TUITION FROM OTHER DISTRICT	-		0.00
10.6980.000.000.000	REV. FROM COMMUNITY SERVICE ACTIVITIES	100,000.00	72,396.00	27,604.00
10.6990.000.000.000	MISCELLANEOUS REVENUE	2,000.00	1,620.27	379.73
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	2,483.18	16.82
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	352,127.52	-52,127.52
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	823,127.51	297,752.49
10.8521.000.663.000	FEDERAL	379,387.00	281,737.36	97,649.64
10.8749.000.987.000	PCCD GRANT	-	31,075.00	-31,075.00
10.9400.000.000.000	PROCEEDS FROM SALE OF FIXED ASSETS	-	13,608.00	-13,608.00
	TOTALS FOR GENERAL FUND	15,580,038.00	12,706,724.42	2,873,313.58
	TOTAL REVENUES	15,580,038.00	12,706,724.42	2,873,313.58

CONDITION OF BUDGET
REVENUE/EXPENSE REPORT
March 31, 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)	365,857.59	233,942.30	65,101.11
10.1240.000.000.000	SPECIAL EDUCATION	691,392.00	(2,439.00)	317,797.03	141,790.61	229,365.36
10.1320.000.000.000	MARKETING DISTRIBUTIVE EDUCATION	149,022.00	(271.00)	88,358.46	49,286.77	11,105.77
10.1330.000.000.000	HEALTH OCCUP. PROGRAM	829,726.00	(1,355.00)	472,927.46	279,023.41	76,420.13
10.1342.000.000.000	HOME ECONOMICS PROGRAM	951,837.00	(1,355.00)	554,705.35	287,517.29	108,259.36
10.1370.000.000.000	TECHNICAL PROGRAM	163,175.00	(271.00)	98,364.54	61,558.60	2,980.86
10.1380.000.000.000	TRADE & INDUSTRY PROGRAM	4,536,080.00	(7,858.00)	2,459,193.51	1,467,974.16	601,054.33
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)	997,941.63	519,978.73	104,829.64
10.2270.000.000.000	STAFF DEVELOPMENT - INSTRUCTIONAL	120,886.00	-	50,568.18	2,440.18	67,877.64
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	-	23,762.69	30,237.31	6,000.00
10.2360.000.000.000	OFFICE OF THE DIRECTOR	465,658.00	(813.00)	329,187.14	85,738.12	49,919.74
10.2380.000.000.000	OFFICE OF THE PRINCIPAL	661,995.00	(1,084.00)	453,677.42	126,596.84	80,636.74
10.2440.000.000.000	PUPIL HEALTH - FIRST AID	113,350.00	(271.00)	58,499.78	34,088.76	20,490.46
10.2511.000.000.000	BUSINESS OFFICE	648,488.00	(1,626.00)	425,411.06	155,668.90	65,782.04
10.2600.000.000.000	OPERATIONS & MAINTENANCE	2,622,825.00	(2,665.00)	1,555,020.91	374,840.29	690,298.80
10.2660.000.000.000	SECURITY SERVICES	62,660.00	(271.00)	5,352.37	57,462.54	(425.91)
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)	327,413.37	111,728.24	218,972.39
10.3210.000.000.000	SCHOOL SPONSORED ACTIVITIES	107,525.00	-	27,736.79	5,934.86	73,853.35
10.3350.000.000.000	WELFARE ACTIVITIES	9,500.00	-			9,500.00
10.3390.000.000.000	COMMUNITY SERVICES	111,248.00	-	79,208.08	20,866.82	11,173.10
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	-	40,324.00		59,676.00
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
	TOTAL FOR GENERAL FUND	15,555,038.00	-	8,778,946.38	4,053,098.93	2,722,992.69
	TOTAL EXPENSES	15,555,038.00	-	8,778,946.38	4,053,098.93	2,722,992.69
	EXCESS OF REVENUE OVER EXPENSES			(480,259.70)		