

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors  
Regular Meeting  
Administration Building

Wednesday, February 11, 2015

---

AGENDA (tentative)

- I. Call to Order by Board President
- II. Pledge of Allegiance
- III. Roll Call
- IV. Student Representatives' Report: Matthew Fainor, Junior  
Hannah Kahn, Senior  
Olivia King, Junior  
Meghan Williams, Senior
- V. Special Recognitions/Presentations
- VI. Any Changes or Additions to the Agenda
- VII. Motion to Approve the Agenda
- VIII. Citizens' Inquiries and Comments Pertaining to Agenda Items
- IX. Motion to Approve the Following Minutes:
  - A. Operation Committee Meeting, January 5, 2015
  - B. Regular Board Meeting, January 14, 2015
- X. Motion to Approve the Payment of Bills from the Following Funds:
  - A. Total General Fund Expenditures—January 20, 2015 through February 13, 2015  
--\$1,322,632.03
  - B. Total Athletic Expenditures—January 17, 2015 through February 13, 2015--\$9,854.37
  - C. Total Capital Improvement Fund Expenditures—January 15, 2015 through  
February 5, 2015 --\$1,223.04
  - D. Total GOB 2010 Project Expenditures—January 15, 2015 through February 5, 2015  
-- \$7,309.75
  - E. STSD Laptop Account—January 17, 2015 through February 13, 2015--\$910.15
- XI. Motion to approve the January Treasurer's Report
- XII. Report of the Secretary of the Board

## XIII. Unfinished Business Committee Reports and Action Items

- A. **Curriculum & Technology Committee** Mrs. Mary Ziegler, Chair, Curriculum  
Mr. Russell R. Giordano, Vice Chair, Curriculum

- \*\*\*1. approve the Salisbury Township School District proposed 2015-2016 calendar and Act 80 schedule. **(Board Information Item 1)**
- \*\*\*2. approve the attached Salisbury Township School District Local Holidays Resolution for the 2015-2016 school term. **(Board Information Item 2)**
- \*\*\*3. approve the 2015-2016 Salisbury High School Program of Studies.
- \*\*\*4. approve the overnight extra-curricular trip for the marching band to go to New York City, from March 13 to March 14, 2015, to participate in an educational trip related to music learning and a potential performance.
- \*5. approve the “Waiver of Expulsion Hearing: Admission of Fact” between the Salisbury Township School District administration and Student 18\*\*\* and the student’s parent under the terms of which the student is being expelled through the end of the 2015-2016 school year.  
**(Board Information Item 3)**
- \*6. approve the following student teachers from DeSales University at Salisbury High School during the 2014-2015 school term:

Ashley Caroff with Jennifer Brinson, Social Studies Teacher  
January 13 to April 20, 2015 (tentatively)  
Joseph Hoffman with Tanya Kennedy, Social Studies Teacher  
January 5 to May 8, 2015 (tentatively)  
Nathan Furman with Angela Xander, Mathematics Teacher  
January 13 to April 20, 2015 (tentatively)  
Kelly Boyd with Catherine Meholic, Mathematics Teacher  
January 5 to April 24, 2015 (tentatively)

- B. **Operations Committee**  
(Finance, Facilities, Food Services and Transportation) Mr. Frank R. Frankenfield, Chair  
Mr. George J. Gatani, Vice Chair

*It is recommended that the Board:*

- \*\*\*1. approve the attached 2015-2016 proposed preliminary general fund budget reflecting total expenditures in the amount of \$33,794,749 requiring a real estate tax levy of 18.1349 mills and authorize the administration to apply for all referendum exceptions for which the district may qualify. **(Board Information Item 4)**
- \*\*\*2. accept the district’s local audit report for the fiscal year ended June 30, 2014, as prepared by local auditors France Anderson, Basile and Company.

- \*\*\*3. approve the attached agreement between Salisbury Township School District and the Township of Salisbury to use the tennis courts located at Lindberg Park effective immediately until June 30, 2015 at an annual cost of \$250.00. **(Board Information Item 5)**
- \*\*\*4. approve the attached agreement with Trane Building Services to re-commission the Building Automation System at Salisbury High School. **(Board Information Item 6)**
- \*5. approve the attached student activity fund report (un-audited) ending cash balance in the amount of \$ 137,947.03 as of December 31, 2014. **(Board Information Item 7)**
- \*6. approve the attached cafeteria account quarterly profit and loss report (un-audited) ending December 31, 2014. **(Board Information Item 8)**
- \*7. approve the attached 2013 school real estate tax refund on tax parcels **(Board Information Item 9):**

#549508302599-1	#549654002294-1
#549564929200-1	#640565418900-1
#641603210389-1	#641636908764-1
#641665774646-1	#641673809900-1

- \*8. approve the attached 2014 school real estate tax refund on tax parcels **(Board Information Item 10):**

#549551120286-1	#640417694032-1
#640692601785-1	#641601680623-1
#641625396498-1	#641689011031-1

C. **Personnel Committee:**

Mr. Russell R. Giordano, Chair  
Mr. George J. Gatanis, Vice Chair

*It is recommended that the Board:*

- \*1. accept the resignation of Virginia Sims as the assistant varsity track coach effective retroactive to January 22, 2015. **(Board Information Item 11)**
- \*2. accept the resignation of Adam Mathias as the assistant varsity track coach-vault effective retroactive to January 21, 2015. **(Board Information Item 12)**
- \*3. approve the memorandum of understanding between Salisbury Education Association and the Salisbury Township School District regarding choice days. **(Board Information Item 13)**

\*4. approve the request of Sarah Wascura, teacher at Salisbury High School, for a FMLA leave effective tentatively March 23, 2015, for the birth and caring of child for up to 60 days as outlined in the Salisbury Township School District’s FMLA Policy #435.1, and for a general leave of absence effective for the first semester of the 2015-2016 school year without pay and/or benefits as outlined in the agreement between Salisbury Township School District and the Salisbury Education Association.

\*5. increase the hours of Reem Bitar from a 2-hours a day part-time cafeteria helper to a part-time 3-hours a day cafeteria helper at Salisbury Middle School effective retroactive to January 16, 2015.

[Replaces R. Kichline, resigned]

\*6. employ Cheryl Geary, Allentown, PA, pending completion of requirements, as a 2-hours a day part-time cafeteria helper at Salisbury Middle School effective retroactive to February 3, 2015, at the first step of the 2014-2015 support staff salary schedule for cafeteria helpers (\$13.09/hour).

[Current District Employment: Day-to-Day Substitute Cafeteria Helper;

Replaces: R. Bitar, increase in hours]

\*7. employ Eric Beltz, Whitehall, PA, as the assistant softball – pitching coach for the 2014-2015 school term at the 2014-2015 contractual rate of pay for these positions of \$3,131 per position. (returning coach)

\*8. approve Bob Sopko, Allentown, PA, as a volunteer baseball coach for the 2014-2015 school term without pay and/or benefits . (returning volunteer)

\*9. approve Tyler Tocci, Bethlehem, PA, as a volunteer baseball coach for the 2014-2015 school term without pay and/or benefits . (returning volunteer)

\*10. approve the attached list of additions to the following substitute lists:

Teachers	<b>(Board Information Item 14)</b>
Guest Teachers	<b>(Board Information Item 15)</b>
Instructional Assistants	<b>(Board Information Item 16)</b>

\*11. approve the attached list of deletions to the following substitute lists:

Instructional Assistants	<b>(Board Information Item 17)</b>
--------------------------	------------------------------------

D. *Policy Committee* TBA

E. *Student Activities* Mr. Thomas F. Mantz, Chair

## XIV. Reports

- A. *Allentown Public Library* Mrs. Norma A. Cusick  
(Non-Board Member)
- B. *Carbon Lehigh Intermediate Unit* Mrs. Mary L. Ziegler

*It is recommended that the Board:*

- \*1. approve the attached Carbon Lehigh Intermediate Unit #21 General Operating Budget for 2015-2016. **(Board Information Item 18 will be distributed at the meeting)**

- C. *Lehigh Carbon Community College* Samuel P. DeFrank

*It is recommended that the Board:*

- \*1. approve the LCCC 2015-2016 Operating, Debt Service and Capital Expenditures Budget as authorized by the Board of Trustees in the amount of \$6,186,337.00. Salisbury's portion of this budget is \$213,624.00. **(Board Information Item 19 will be distributed at the meeting)**

- D. *Lehigh Career and Technical Institute* Mr. Frank Frankenfield
- E. *PSBA Legislative Policy Council* Mr. Robert P. Bruchak
- F. *Solicitor* Atty. John E. Freund, III
- G. *Superintendent* Dr. Randy M. Ziegenfuss

## XV. New Business

## XVI. Citizens' Inquiries and Comments (General)

## XVII. Announcements:

Operations Committee Meeting – Monday, March 2, 2015 – 7:00 p.m.–  
Administration Building

Curriculum & Technology Meeting – Wednesday, March 4, 2015 – 7:00 p.m. –  
Western Salisbury Elementary School (**rescheduled from 2/23/15**)

Executive Session – Wednesday, March 18, 2015 – 6:30 p.m. –  
Administration Building

Regular Board Meeting – Wednesday, March 18, 2015 – 7:30 p.m.  
Administration Building

Curriculum & Technology Meeting – Monday, March 30, 2015 – 7:00 p.m. –  
Salisbury Middle School

XVIII. Board Information

1. STSD Proposed 2015-2016 Calendar
2. 2015-2016 Proposed Preliminary General Fund Budget
3. Expulsion Hearing Waiver
4. 2015-2016 Proposed Preliminary General Fund Budget
5. Lindberg Park Tennis Court Agreement with Salisbury Township
6. Trane Building Services for Salisbury High School
7. Student Activity Fund Treasurer's Report (un-audited) December 31, 2014
8. Cafeteria Account Quarterly Treasurer's Report (un-audited) December 31, 2014
9. 2013 School Real Estate Tax Refund on Tax Parcels
10. 2014 School Real Estate Tax Refund on Tax Parcels
11. Letter dated January 22, 2015 to Ms. Deeb from Mrs. Sims
12. E-mail dated January 21, 2015 to Ms. Deeb from Mr. Mathias
13. Choice Days MOU between SEA and STSD
14. Additions to Substitute Teachers' List
15. Additions to Substitute Guest Teachers' List
16. Additions to Substitute Instructional Assistants' List
17. Deletions to Substitute Instructional Assistants' List
18. CLIU #21 General Operating Budget for 2015-2016
19. LCCC 2015-2016 Operating, Debt Service & Capital Expenditures Budget
20. Enrollment Reports: SHS, SMS, HST, WSE
21. CLIU Minutes, December 15, 2014
22. CLIU Agenda, January 29, 2015
23. LCTI Joint Operating Committee Minutes, December 10, 2014
24. LCTI Joint Operating Committee Agenda, January 28, 2015
25. WSE January Newsletter

XIX. Motion to Adjourn the Meeting

- \* **ADMINISTRATIVE RECOMMENDATION, NO PRIOR BOARD KNOWLEDGE**
- \*\* **BOARD PRESIDENT OR COMMITTEE CHAIR AND ADMINISTRATIVE RECOMMENDATION**
- \*\*\* **BOARD COMMITTEE AND ADMINISTRATIVE RECOMMENDATION**
- \*\*\*\* **OTHER**