

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors
Regular Meeting
Administration Building

Wednesday, April 23, 2014

AGENDA (tentative)

- I. Call to Order by Board President
- II. Pledge of Allegiance
- III. Roll Call
- IV. Student Representatives' Report: Ian Carey, Senior
Luke Chassard, Senior
Samantha Heiserman, Senior
Hannah Kahn, Junior
- 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, April 7, 2014
 - B. Curriculum & Technology Committee Meeting, February 10, 2014
 - C. Regular Board Meeting, March 19, 2014
- X. Motion to Approve the Payment of Bills from the Following Funds:
 - A. Total General Fund Expenditures—March 24, 2014 through April 25, 2014
--\$1,205,935.58
 - B. Total Athletic Expenditures—March 22, 2014 through April 25, 2014--\$5,977.34
 - C. Total Capital Improvement Fund Expenditures—March 20, 2014 through
April 23, 2014 --\$0
 - D. Total GOB 2010 Project Expenditures—March 20, 2014 through April 23, 2014
-- \$13,076.72
 - E. STSD Laptop Account—March 22, 2014 through April 25, 2014--\$3,154.24
- XI. Motion to approve the March 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

It is recommended that the Board:

- ***1. approve the attached proposed Salisbury Township School District calendar for the 2014-2015 school term. **(Board Information Item 1)**
- ***2. approve the attached Salisbury Township School District Local Holidays Resolution for the 2014-2015 school term. **(Board Information Item 2)**
- ***3. approve the Salisbury Township School District Special Education Plan Report beginning July 1, 2014 through June 30, 2017. **(Board Information Item 3)**
- ***4. approve an overnight educational trip for PJAS to go to State College, PA, from May 18 to May 20, 2014, to participate in a state competition.
- *5. approve homebound instruction for Student E for a length of time designated by the student's physician. **(Board Information Item 4)**

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

It is recommended that the Board:

- ***1. approve the attached agreement with the American Red Cross to use Harry S Truman Elementary School and Salisbury High School as an emergency shelter during a disaster. **(Board Information Item 5)**
- ***2. approve Miller Flooring Company to install a Mondo Advanced Rubber Floor with an Everlay Layer and pole standards for a total cost of \$150,610 in the old gymnasium at Salisbury High School. The cost to the district will be \$36,110 from Capital Projects Fund and the insurance will cover the balance.
- ***3. approve the quote from eWorkOrder.com for a work order module with an annual cost of \$3,600.
- ***4. approve the proposal from Stanley Convergent Security Solutions, Inc. for the administration building access and intrusion integration in the amount of \$5,600.
- *5. approve the attached list of additions to the district's 2013-2014 school per capita additions tax list in the amount of \$1,065.00. **(Board Information Item 6)**

XIII. Unfinished Business Committee Reports and Action Items

B. *Operations Committee* (continued):

- *6. approve the attached agreement between Salisbury Township School District and Pointe North Psychology Group to provide psychological services through August 31, 2014. **(Board Information Item 7)**
- *7. approve the request(s) for the use of District facilities as listed below with the district to charge for cook, police, guarding, and/or custodial services as may be required or requested:
 - a. Lehigh Christian Academy to use a designated area at Salisbury High School on March 25, April 1 and April 8, 2014, from 3:30 p.m. to 5:30 p.m. and on May 6, 2014, from 3:30 p.m. to 5:30 p.m. for track practice. Class E—\$100/day—Designated Grounds.
 - b. Western Lehigh United Soccer Club to use the stadium (no lights) at Salisbury High School on March 29, 2014, from 10:00 a.m. to 1:00 p.m. for soccer training. Class E—\$150 for the first hour and \$100 for each additional hour —Stadium without lights.
 - c. Lehigh Valley United to use the stadium (no lights) at Salisbury High School on April 6, 2014, from 12:30 p.m. to 3:30 p.m. for a soccer game. Class E—\$150 for the first hour and \$100 for each additional hour —Stadium without lights.
 - d. St. Thomas More Soccer Club to use the stadium (no lights) at Salisbury High School on April 5, 2014, from 11:30 a.m. to 1:30 p.m. for a league soccer game. Class E—\$150 for the first hour and \$100 for each additional hour —Stadium without lights.
 - e. Jaffery Sports Club to use the stadium (no lights) at Salisbury High School on April 27, 2014, from 10:00 a.m. to 3:00 p.m. for a mini soccer tournament. Class E—\$150 for the first hour and \$100 for each additional hour —Stadium without lights.
 - f. Umoja Games to use the cafeteria, stadium (no lights), 1-2 classrooms, athletic field, new gymnasium and stadium (with lights) at Salisbury High School May 17-18, 2014, from 7:00 a.m. to 9:30 p.m. for a community sporting (soccer) event. Class E—\$100/day—Cafeteria; \$150 for the first hour and \$100 for each additional hour/day —Stadium without lights; \$50 each/day--Classrooms; \$100/day—Designated Grounds; \$350/day—Gymnasium; \$150 for the first hour and \$120 for each additional hour —Stadium with lights.
 - g. Umoja Games to use the designated grounds at Salisbury Middle School May 17-18, 2014, from 8:00 a.m. to 6:00 p.m. for a community sporting (soccer) event. Class E—\$100/day—Designated Grounds.

C. ***Personnel Committee:***

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

It is recommended that the Board:

- *1. accept with regret the resignation, due to retirement, of Carol A. Klinger as a sixth grade teacher at Salisbury Middle School effective on the last day of the 2013-2014 school year. **(Board Information Item 8)**
- *2. accept with regret the resignation, due to retirement, of Elsie Skoutelas as a part-time cafeteria worker at Salisbury Middle School effective on the last day of the 2013-2014 school year. **(Board Information Item 9)**
- *3. accept with regret the resignation, due to retirement, of Janice Saltsman as a part-time instructional assistant at Harry S Truman Elementary School effective June 30, 2014. **(Board Information Item 10)**
- *4. approve the request of Erin Moeser, school psychologist at Salisbury Middle School and Salisbury High School, for a general leave of absence without pay and/or benefits commencing at the start of the 2014-2015 school year until one week prior to the start of the second semester of the 2014-2015 school year (tentatively January 12, 2015) as outlined in the agreement between the Salisbury Township School District and the Salisbury Education Association.
- *5. accept the resignation of Pamela Marth as a full-time 12 month secretary at Western Salisbury Elementary School effective at a date to be determined. **(Board Information Item 11)**
- *6. employ Pamela Marth, Allentown, PA, as a 4 hours a day part-time instructional assistant pending upon the effective resignation date as a 12 month secretary, at the third step of the 2013-2014 support staff salary schedule for instructional assistants (\$16.90/hour).

[Current District Employment: 12 month secretary, Western Salisbury Elementary
Replaces: K. Rideout, resigned]
- *7. employ Amy Morgan, Allentown, PA, as a 4 hours a day part-time one-to-one instructional assistant at Salisbury Middle School effective May 2, 2014, at the first step of the 2013-2014 support staff salary schedule for instructional assistants (\$15.21/hour).

[Current District Employment: Day-to-Day Instructional Assistant Substitute]
- *8. employ Lisa Dupre, Allentown, PA, pending completion of requirements, as a 4 hours a day part-time one-to-one instructional assistant at Salisbury Middle School effective May 2, 2014, at the first step of the 2013-2014 support staff salary schedule for instructional assistants (\$15.21/hour).

XIII. Unfinished Business Committee Reports and Action Items

C. Personnel Committee: (continued):

- *9. employ the following teachers to provide homebound instruction for Student E:

Robyn Balsai – English 9
Karen McGuinness – German II
Margaret McGinty – American Cultures I & Algebra/Geometry I
Ruth Smith – Intro to Biology

- *10. approve John Gilligan, Allentown, PA, pending completion of requirements, as a middle school softball coach for the 2013-2014 school term without pay and/or benefits. (new volunteer)

- *11. approve the attached list of additions to the following substitute lists:

Teachers

(Board Information Item 12)

D. *Policy Committee*

Mr. Robert Fischer, Chair

It is recommended that the Board:

- *1. approve the final reading and adoption of the attached eligibility of nonresident students policy, #202. **(Board Information Item 13)**

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 CLIU #21 2014-2015 Facilities Plan Committee Report and School Board Resolution. **(Board Information Item 14)**

- *2. appoint Mary L. Ziegler as the Board representative to the Carbon Lehigh Intermediate Unit #21 board from July 1, 2015 through June 30, 2017.

C. *Lehigh Carbon Community College*

Samuel P. DeFrank

It is recommended that the Board:

- *1. approve the concurrent enrollment agreement effective August 23, 2014 through June 30, 2015 between Lehigh Carbon Community College and the Salisbury Township School District. **(Board Information Item 15)**

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| D. | <i>Lehigh Career and Technical Institute</i> | Mr. Frank Frankenfield |
| E. | <i>PSBA Legislative Policy Council</i> | Mr. Robert P. Bruchak |
| F. | <i>Solicitor</i> | Atty. John E. Freund, III |
| G. | <i>Superintendent</i> | Mr. Michael Q. Roth |

XV. New Business

XVI. Citizens' Inquiries and Comments (General)

XVII. Announcements:

Operations Committee Meeting – Monday, May 5, 2014 – 7:00 p.m.–
Administration Building

Curriculum & Technology Meeting – Monday, May 12, 2014 – 7:00 p.m. –
Administration Building

Executive Session – Wednesday, May 14, 2014 – 6:30 p.m. –
Administration Building

Regular Board Meeting – Wednesday, May 14, 2014 – 7:30 p.m.
Administration Building

Operations Committee Meeting – Monday, June 2, 2014 – 7:00 p.m.–
Administration Building

Curriculum & Technology Meeting – Monday, June 9, 2014 – 7:00 p.m. –
Administration Building

XVIII. Board Information

1. 2014-2015 Salisbury Township School District Calendar
2. 2014-2015 Salisbury Township School District Local Holidays Resolution
3. Special Education Plan Report, July 1, 2014 through June 30, 2017
4. Homebound Instruction, Student E
5. American Red Cross Emergency Shelter Agreement
6. Per Capita Additions, 2013-2014
7. Michelle Koch, Ed.S., LPC Agreement for Psychological Services
8. Letter Dated March 24, 2014 to Mr. Roth from Mrs. Klinger
9. Letter Dated April 3, 2014 to Mrs. Steiger from Mrs. Skoutelas
10. Letter Dated April 8, 2014 to Mr. Roth from Mrs. Saltsman
11. Letter Dated April 16, 2014 to Mr. Roth from Mrs. Marth
12. Additions to Substitute Teachers' List
13. Policy 202, Eligibility of Nonresident Students
14. CLIU #21 2014-2015 Facilities Plan Committee Report & School Board Resolution
15. Concurrent Enrollment Agreement between LCCC & STSD, 2014-2015
16. Enrollment Reports: SHS, SMS, HST, WSE

17. SMS Honor & High Honor Lists, 3rd Marking Period
18. CLIU #21 Student Count
19. CLIU Minutes, January 29, 2014
20. CLIU Agenda, March 17, 2014
21. LCCC President's Desk, March 2014
22. LCCC President's Desk, April 2014
23. LCCC Minutes, March 6, 2014
24. LCCC Sponsoring School District Update, April 2014
25. LCTI Joint Operating Committee Minutes, February 26, 2014
26. LCTI Joint Operating Committee Agenda, March 26, 2014
27. April Newsletter, WSE

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**