

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors
Regular Meeting
Administration Building

Wednesday, February 12, 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, January 6, 2014
 - B. Curriculum & Technology Committee Meeting, January 13, 2014
 - C. Regular Board Meeting, January 15, 2014
 - D. Special Operations/Budget Meeting, January 20, 2014
- X. Motion to Approve the Payment of Bills from the Following Funds:
 - A. Total General Fund Expenditures—January 21, 2014 through February 14, 2014
--\$2,108,136.45
 - B. Total Athletic Expenditures—January 18, 2014 through February 14, 2014--\$13,252.81
 - C. Total Capital Improvement Fund Expenditures—January 16, 2014 through
February 12, 2014 --\$1,190.24
 - D. Total GOB 2010 Project Expenditures—January 16, 2014 through February 12, 2014
-- \$34,153.54
 - E. STSD Laptop Account—January 19, 2014 through February 14, 2014--\$2,690.90
- 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

It is recommended that the Board:

- ***1. approved the attached changes to the Salisbury Township School District 2013-2014 school calendar. **(Board Information Item 1)**
- ***2. approve an overnight extra-curricular trip for FBLA to go to Hershey, PA, from April 6 to April 9, 2014, to participate in the state leadership conference.
- ***3. approve an overnight extra-curricular trip for the middle school and high school twirling team to go to Wildwood, NJ, from May 1 to May 3, 2014, to participate in an indoor twirling event.

- 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 2014-2015 proposed preliminary general fund budget reflecting total expenditures in the amount of \$33,263,837 requiring a real estate tax levy of 18.0003 mills and authorize the administration to apply for all referendum exceptions for which the district may qualify.
- *2. approve the attached 2013 school real estate tax refund on tax parcels **(Board Information Item 2)**:

#549504354232-1	#640578485099-1
#549509807709-1	#640578492636-1
#549519972606-1	#640578652512-1
#549564905973-1	#640597630221-1
#549574033420-1	#641606814844-1
#549620855501-1	#641672746257-1
#549643884873-1	#641688064802-1
- *3. approve the attached resolution authorizing the Salisbury Township Tax Collector to process interim billings and refunds and to set refund and interim billing thresholds. **(Board Information Item 3)**
- *4. approve Jennifer A. Kirk as an authorized user of the district procurement card.

- *5. 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. Western Salisbury Elementary PTA to use the cafeteria and kitchen/preparing at Salisbury Middle School on March 2, 2014, from 10:00 a.m. to 6:00 p.m. for purse bingo. Class B—No charge for facility.
 - b. Kim's Tae Kwon Do School to use the cafeteria, parking lot, chairs, tables and indoor concession stand at Salisbury High School on April 26, 2014, from 8:30 a.m. to 6:00 p.m. for a karate event. Class E—concession stand--\$80/day; café without kitchen--\$100/day; gymnasium--\$350/day; chairs--\$10 per dozen; tables--\$5 each.
 - c. Drum Corps International to use the gymnasium, stadium (no lights), 3-5 classrooms, cafeteria(possibly), parking lot and designated grounds at Salisbury Middle School on July 31, 2014 at 3:00 a.m. through August 1, 2014, at 9:00 a.m. Drum and Bugle Corps lodging and rehearsal. Class E—Charges: parking lot--\$100/day; gymnasium--\$350/day; cafeteria (w/o kitchen)--\$100/day; 3-5 classrooms--\$50/each/day; designated grounds--\$100/day.
 - d. Drum Corps International to use the gymnasium, stadium (no lights), 3-5 classrooms, cafeteria(possibly), parking lot and designated grounds at Salisbury High School on August 1, 2014 at 12:01 a.m. through August 2, 2014, at 6:00 p.m. Drum and Bugle Corps lodging and rehearsal. Class E—Charges: parking lot--\$100/day; gymnasium--\$350/day; stadium w/o lights--\$150/ first hour & \$100/additional hours per day; cafeteria (w/o kitchen)--\$100/day; 3-5 classrooms--\$50/each/day; designated grounds--\$100/day.

C. ***Personnel Committee:***

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

It is recommended that the Board:

- *1. employ Constance Keller, Emmaus, PA, pending completion of requirements, as a part-time 4 hours a day one-to-one instructional assistant at Western Salisbury Elementary School effective retroactive to February 4, 2014, at the first step of the 2013-2014 support staff salary schedule for instructional assistants (\$15.21/hour).

[New Position]

- *2. approve the following mentors in the district Induction Program for the 2013-2014 school term for 5 hours each at the 2013-2014 contractual rate:

Cathy Rae (5 hours) and Marilyn Nocerino (5 hours) for Wanda Rousenberger

XIII. Unfinished Business Committee Reports and Action Items

C. Personnel Committee: (continued):

- *3. employ Meredith Makoul (returning coach) Allentown, PA and Ashlee Csicsek (new coach), Easton, PA, pending completion of requirements, as the middle school softball coaches for the 2013-2014 school year at the 2013-2014 shared contractual rate of pay for this position (\$3,058).
- *4. approve Caitlin Hrebik, Allentown, PA, as a volunteer assistant varsity girls' basketball coach for the 2013-2014 school term without pay and/or benefits effective retroactive to January 20, 2014. (new volunteer)
- *5. approve Louis Bottitta, Allentown, PA, as a volunteer assistant varsity boys' tennis coach for the 2013-2014 school term without pay and/or benefits . (returning volunteer)
- *6. approve Brian Bleam, Allentown, PA, as a volunteer assistant boys' tennis coach for the 2013-2014 school term without pay and/or benefits. (new volunteer)
- *7. approve the following individuals as volunteer assistant twirling coaches for the 2013-2014 school term without pay and/or benefits (all returning volunteers):

Robert Tocci	Julie Sentz
Lynn Unger	Becky Gilbert

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

Teachers	(Board Information Item 4)
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Instructional Assistants	(Board Information Item 5)
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D. <i>Policy Committee</i>	Mr. Robert Fischer, Chair
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E. <i>Student Activities</i>	Mr. Thomas F. Mantz, Chair
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XIV. Reports

A. <i>Allentown Public Library</i>	Mrs. Norma A. Cusick (Non-Board Member)
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B. <i>Carbon Lehigh Intermediate Unit</i>	Mrs. Mary L. Ziegler
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It is recommended that the Board:

- *1. approve the attached Carbon Lehigh Intermediate Unit #21 Proposed General Operating Budget for 2014-2015. **(Board Information Item 6)**

- C. *Lehigh Carbon Community College* TBD

It is recommended that the Board:

- *1. approve the LCCC 2014-2015 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 \$213,937.00. **(Board Information Item 7 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* Mr. Michael Q. Roth

XV. New Business

XVI. Citizens' Inquiries and Comments (General)

XVII. Announcements:

Operations Committee Meeting – Monday, March 3, 2014 – 7:00 p.m. –
 Administration Building

Curriculum & Technology Meeting – Monday, March 10, 2014 – 7:00 p.m. –
 Salisbury High School

Executive Session – Wednesday, March 19, 2014 – 6:30 p.m. –
 Administration Building

Regular Board Meeting – Wednesday, March 19, 2014 – 7:30 p.m.
 Administration Building

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

XVIII. Board Information

1. Changes to the STSD 2013-2014 School Calendar
2. 2013 School Real Estate Tax Refund on Tax Parcels
3. Salisbury Township Tax Collector Resolution
4. Additions to Substitute Teachers' List
5. Additions to Substitute Instructional Assistants' List
6. CLIU #21 Proposed General Operating Budget for 2014-2015
7. LCCC 2014-2015 Operating, Debt Service & Capital Expenditures Budget
8. Enrollment Reports: SHS, SMS, HST, WSE
9. CLIU Minutes, December 16, 2013
10. CLIU Agenda, January 29, 2014

11. LCCC Minutes, January 9, 2014
12. LCTI Joint Operating Committee Minutes, December 11, 2013
13. LCTI Joint Operating Committee Agenda, January 22, 2014
14. February 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**