

SALISBURY TOWNSHIP SCHOOL DISTRICT
Minutes of Board of School Directors Meeting

March 19, 2014

A regular meeting of the Board of School Directors of the Salisbury Township School District was called to order by Mr. Giordano at 7:38 p.m. on Wednesday, March 19, 2014, in the Administration Building, 1140 Salisbury Road, Allentown, PA.

Board Members Present: Mr. DeFrank, Mr. Fischer, Mr. Frankenfield, Mrs. Frick, Mr. Gatanis, Mr. Giordano, Mr. Mantz, Mr. Spedaliere and Mrs. Ziegler

Board Members Absent:

Also Present: Mr. Brackett, Mr. Bruchak, Mr. Cassidy, Ms. Morningstar, Mrs. Nickischer, Mrs. Perron-Jones, Mr. Roth, Mrs. Samide and Attorney Roddick

Also Absent: Mr. Dovico, Mrs. Fuini-Hetten, Mrs. Hartman, Ms. Morningstar, Mr. Parlman, Mrs. Samide and Dr. Ziegenfuss

Student Representative Report The student representatives offered condolences to Wayne Liebensberger. Sean Silva was named student of the month. Course selection is wrapping up. Tomorrow is the SGA dodge ball tournament at high school at 7:00 p.m. The Spring play performances will be held March 7-9, the productions is a Midsummer's Night Dream. The boys' basketball team had a short post season. The girls' basketball team advanced to the second round of the PIAA Class 2A tournament. It is their first state playoff appearance in 23 years. The swimming team grabbed their third consecutive PIAA Class 2 A District Title for the boys. The 200 Free relay team of Jon Anderson, Tim Costantini, Tyler Lesko and Mahlon Reihman won the gold medal. Jon Anderson was the state runner-up in the 50 Free. Denny Bonner placed 7th in the state in diving. Daniel Bujcs finished 17th. Reihman was 10th in the 200 Free. The softball team looking to have a promising year under a new coach. The tennis team beat rival Southern Lehigh recently. The debate team had their last semifinal match on Tuesday. If they advance they will go to the finals the following Monday. Scholastic scrimmage compete in finals at the IU April 4. Mr. Giordano asked for a moment of silence for alumni, Wayne Liebensberger, who recently passed away.

Special Recognitions/ Presentations None.

Changes or Additions to the Agenda There is a supplemental agenda added to tonight's agenda that includes the addition of C-12.

Approval of Agenda Motion by Ziegler, seconded by Fischer, to approve the regular and supplemental agendas:

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Citizens' Inquiries &
Comments Pertaining to
Agenda Items

None.

Approval of Minutes

Motion by Frankenfield, seconded by Ziegler, to approve the following minutes:

- A. Operations Committee Meeting, February 10, 2014
- B. Curriculum & Technology Committee Meeting, February 10, 2014
- C. Regular Board Meeting, February 12, 2014
- D. Operations Committee Meeting, March 3, 2014

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Presentation of Bills

Motion by Mantz, seconded by DeFrank, to approve the following expenditures:

- A. Total General Fund Expenditures— February 19, 2014 through March 21, 2014 -- \$1,736,162.29
- B. Total Athletic Expenditures— February 15, 2014 through March 21, 2014 --\$20,097.26
- C. Total Capital Improvement Fund Expenditures— February 13, 2014 through March 19, 2014 --\$0
- D. Total GOB 2010 Project Expenditures— February 13, 2014 through March 19, 2014 -- \$2,690.58
- E. STSD Laptop Account— February 14, 2014 through March 21, 2014 --\$2,985.70

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Treasurer's Report

Motion by Ziegler, seconded by Gatanis, to approve the February treasurer's reports.

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Secretary of Board
Report

Mr. Bruchak thanked the board for allowing he and Dawn Nickischer to attend the PASBO annual conference last week and participate in a number of sessions dealing with topics such as:

- Annual Financial Report Updates
- Communicating The Numbers
- Labor Contract Negotiations; The Quest For Achieving Affordability
- PSERS Increases vs. Act 1 Tax Increases
- School Based Access Program Update
- Healthcare Reform

The conference was well attended and the sessions were informative and educational. It also presented great networking opportunities with colleagues from across the state.

A. Curriculum &
Technology Committee

Mrs. Ziegler stated the last curriculum meeting was held March 10 at the high school. A presentation was given about hacking from teachers Kelly Wetherhold and Robin Burns. The Apple distinguished award was received and the following topics were discussed: strategic plan update, policy 121, vast updates and the TL2014 update. Mr. Giordano thanked Mr. Roth for taking the students' safety into account and not being intimidated by the make-up days when making the decision to close schools due to inclement weather.

Motion by Ziegler, seconded by Mantz, to approve Item A-1 through A-4 on the regular agenda:

A-1. Revision to STSD
2013-2014 School
Calendar

approve the attached revisions to the Salisbury Township School District 2013-2014 school calendar. **(Board Information Item 1)**

A-2. Expulsion Hearing
Waiver, Student 15***

approve the "Waiver of Expulsion Hearing: Admission of Fact" between the Salisbury Township School District administration and Student 15*** and the student's parent under the terms of which the student is being expelled through the end of the first semester of the 2014-2015 school year. **(Board Information Item 2)**

A-3. Expulsion Hearing
Waiver, Student 17***

approve the "Waiver of Expulsion Hearing: Admission of Fact" between the Salisbury Township School District administration and Student 17*** and the student's parent under the terms of which the student is being expelled through the end of the first semester of the 2014-2015 school year. **(Board Information Item 3)**

A-4. Eastern University
Student Teacher
2014-2015

approve the following student teacher from Eastern University at Salisbury Middle School beginning October 20, 2014 through December 9, 2014 during the 2014-2015 school term:

Christopher Nunn with Mark Allinson, Physical Education/Health Teacher

NO	--	<u>0</u>
ABSTENTIONS	--	<u>0</u>
ABSENT	--	<u>0</u>

Motion carried.

**B. Operations
Committee**

Mr. Frankenfield stated that an operations meeting was held March 3. Topics discussed included the audit report, budget update, transportation software purchase, and the high school gym floor. Mr. Brackett stated the concrete air test results have been received and we are clean. Mr. Brackett will discuss further options for the floors at the next operations meeting.

Motion by Frankenfield, seconded by Gatanis, to approve Item B-1 through B-4a on the regular agenda:

**B-1. Schwab &
Associates Agreement
General Fund Budget**

approve the attached agreement with William G. Schwab & Associates, as legal representation for the district with KidsPeace at a fee of \$300 per hour for professional tasks by Attorney Schwab, \$250 per hour for professional tasks by associates and \$70-\$95 per hour for legal assistants tasks. **(Board Information Item 4 to date not received)**

**B-2. Local Audit Report
Year Ending
June 30, 2013**

accept the district's local audit report for the fiscal year ended June 30, 2013, as prepared by local auditors France, Anderson, Basile and Company.

**B-3. Transfinder 2-Year
Agreement**

approve the 2-year Agreement with Transfinder for transportation software at a total cost of \$14,195.00.

B-4. Use of Facilities

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. Salisbury Youth Association to use the cafeteria, parking lot and gymnasium at Harry S Truman Elementary School on April 5, 2014, from 8:00 a.m. to 2:30 p.m. for baseball and softball pictures. Class B—No charge for facility.

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Mr. Giordano asked about Item B-1 and Attachment 4 since the Board had not received the attachment to date and inquired about the quote of fees. Mr. Giordano asked what would happen if different rates would come back to the Board. Attorney Roddick said we could terminate the agreement at any time.

A question was also asked regarding Transfinder. This is busing software that will allow us to establish routes. There is a GPS that will be used to collect data initially but it will not be used to locate buses while in route. The product will be purchased for mapping routes.

C. Personnel Committee

Motion by Giordano, seconded by Ziegler, to approve Item C-1 to C-12 on the

regular and supplemental agendas with the suggested changes:

- C-1. Balsai,
Retirement accept with regret the resignation, due to retirement, of Robyn J. Balsai as an English teacher at Salisbury High School effective on the last day of the 2013-2014 school year. **(Board Information Item 5)**
- C-2. R. Smith,
Retirement accept with regret the resignation, due to retirement, of Ruth D. Smith as a Biology teacher at Salisbury High School effective on the last day of the 2013-2014 school year. **(Board Information Item 6)**
- C-3. Rideout,
Resignation accept the resignation of Karen Rideout as a part-time learning support instructional assistant at Western Salisbury Elementary School effective at the end of the work day on April 1, 2014. **(Board Information Item 7)**
- C-4. Makoul,
Resignation accept the resignation of Meredith Makoul as the middle school softball co-coach effective retroactive to March 9, 2014. **(Board Information Item 8)**
- C-5. Beltz,
Asst. Softball
Pitching Coach employ Eric Beltz (new coach) Whitehall, PA, pending completion of requirements, as the assistant softball pitching coach for the 2013-2014 school year at the 2013-2014 ~~shared~~ contractual rate of pay for this position (\$3,058).
- C-6. Zaborowski,
Volunteer Asst. Boys'
Tennis Coach approve Timothy Zaborowski, Allentown, PA, as a volunteer assistant boys' tennis coach for the 2013-2014 school term without pay and/or benefits. (returning volunteer)
- C-7. Brown, Volunteer
Twirling Coach approve Carly Brown, Allentown, PA, as a volunteer twirling coach for the 2013-2014 school term without pay and/or benefits. (new volunteer)
- C-8. Blake, Volunteer
Asst. Varsity
Softball Coach approve Joshua Blake, Easton, PA, pending completion of requirements, as a volunteer assistant varsity softball coach for the 2013-2014 school term without pay and/or benefits. (new volunteer)
- C-9. Substitute
Additions approve the attached list of additions to the following substitute lists:
- | | |
|--------------------------|------------------------------------|
| Teachers | (Board Information Item 9) |
| Instructional Assistants | (Board Information Item 10) |
- C-10. Substitute
Deletions approve the attached list of deletions to the following substitute lists:
- | | |
|----------|------------------------------------|
| Teachers | (Board Information Item 11) |
|----------|------------------------------------|
- C-11. Piagesi,
Retirement accept with regret the resignation, due to retirement, of Jennifer L. Piagesi as a English teacher at Salisbury High School effective on the last day of the 2013-2014 school year. **(Board Information Item 22)**
- C-12. SEA MOU
Regarding 2013-2014
Calendar & Professional
Development Days approve the Memorandum of Understanding between the Salisbury Township Education Association and the Salisbury Township School District regarding the 2013-2014 district calendar and professional development days. **(Board Information Item 23)**

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

D. Policy Committee None.

E. Student Activities None.

Reports

A. Allentown Public Library None.

B. Carbon Lehigh Intermediate Unit Mrs. Ziegler stated a meeting was held Monday evening. The student count in January was 175 students and in February there were 181 students receiving services. Most are in the 130 range for speech therapy. A presentation was given on the project search group of students out in the work place. Some students are placed at Cedar Brook or Good Shepherd Home to go out on rotations and hopefully get a job there or be able to get job elsewhere. The program has the capability of having 8 students participate in the program.

Motion by DeFrank, seconded by Frankenfield, to approve Item B-1 on regular agenda:

B-1. Ziegler, CLIU #21 Board Representative appoint Mary L. Ziegler as the Board representative to the Carbon Lehigh Intermediate Unit #21 board from July 1, 2014 through June 30, 2015.

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Mrs. Ziegler has been a representative for 8 years.

C. Lehigh Carbon Community College Mr. DeFrank has not attended a meeting to date. He did briefly meet with the college on March 10 to find out about their goals and main focus of increasing enrollment.

Motion by Ziegler, seconded by Mantz, to approve Item C-1 on regular agenda:

C-1. DeFrank, LCCC Board Trustee for STSD appoint Samuel P. DeFrank as a trustee for the Lehigh Carbon Community College for a term of office effective March 19, 2014 through June 30, 2018.

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

D. Lehigh Career and Technical Institute Mr. Frankenfield stated he took a tour of the new library, it is developing. Some Skills USA students were recognized at the meeting. A tour of the new website was presented and LCTI is updating their signage. In regards to Salisbury's portion of the LCTI budget there is a 1.7% increase.

Motion by Frankenfield, seconded by DeFrank, to approve Item D-1 on regular agenda:

D-1. 2014-2015
LCTI Budget

approve the 2014-2015 Lehigh Career and Technical Institute Budget as recommended by the LCTI Joint Operating Committee on January 30, 2014, in the amount of \$24,298,100. Salisbury's portion of this budget is \$677,968.41. **(Board Information Item 12 will be distributed prior to meeting)**

E. PSBA Legislative
Policy Council

Mr. Bruchak stated PSBA nominations for offices are now open. Members interested in becoming the next leaders of PSBA are encouraged to complete an Application for Nomination no later than April 30. As a member-driven association, the Leadership Development Committee (LDC) is seeking nominees with strong skills in leadership and communication, and who have vision for PSBA.

The Senate Education Committee unanimously approved Senate Bill 1281 (Sen. Jake Corman), which amends the Public School Code to allow school districts to use the exception created for the 1995-96 school year for the 2013-14 school year, allowing them to reschedule instructional days on Saturdays, but no more than one Saturday a month, to make up for days lost due to weather-related school closures. The bill maintains the 180 day requirement.

The state's Senate Democrats are introducing a plan today to refinance \$9 billion in unfunded pension liability through a pension obligation bond. The state's unfunded liability for the retirement systems serving state and public school workers is estimated at more than \$45 billion.

F. Solicitor

None.

G. Superintendent

Mr. Cassidy stated that last month the middle school hosted an Apple site visit for 30 teachers and administrators from various school districts. Twenty-five students shared projects with the guests and the teachers were give a tour of the building. A panel discussion with teachers and students was also held. They Interact Club recently held a dance-a-thon where they raised \$10,000 to support the Prager Cancer Patient Fund at Lehigh Valley Health Network (LVHN) and Dream Come True. A few students participated in the Lehigh Valley Computer fair held at Muhlenberg College. Family bingo night will be held March 28. PSSA starts next Tuesday and run to the end of the year. Ms. Morningstar stated the high school hosted 2 visits, one for Pen Argyl Area School District to gain information on implementing the 1 to 1 initiative and the other visit was an Apple site visit for about 25 people who attended from various school districts across the state. The high school Keystone exams are waiting on information on the extension before finishing schedules. Mrs. Samide stated the elementary schools celebrated Read Across America day on March 2. Western Salisbury Elementary had Thing 1 visiting classrooms. Harry S Truman held Seuss alerts where the children would stop what they were doing and read. Candy Bingo will be held at Harry S Truman on March 28. PSSAs begin next week and will consist of two weeks of reading and math then writing and finally science. Mr. Roth complimented Mrs. Perron-Jones for her work on the Special Education Report plans. He also thanked Mr. Brackett for monitoring the gym floor project and for his communication. If a two week extension is granted for the Keystone exams, it would take the exams into June 6. A Strategic Planning meeting will be held tomorrow night at 7:00 p.m. in the administration building. Also held tomorrow evening is an event conducted by the East Penn Invested Citizens regarding standardized testing. Plan for What is the technology that drives so much of what we do in education research and measurement today? 1937 – Ray Johnson invented the IBM 805 the scan-tron, test

scoring machine. The invention of the Number 2 pencil, fill in the bubble testing. It was about capturing data quickly. John Dakota Anderson was named athlete of the week in the beginning of March. He won a \$1000 scholarship. PJAS results: 18 ninth grade students placed first. Trying to start county wide drop out rate prevention. Salisbury's rate was .01%. A few students finish over the summer which results in not obtaining a 100%. We are currently working with Communities That Care (CTC). LCTI is running a program called First Book, which has received donations of books for kids and will distribute to kids in LCTI sending area. Salisbury will be receiving \$20,000 worth of books that will be given to kids to take home and keep. MR. Roth thanked the administrators for their support. Betty Kline who recently retired as a cafeteria worker just passed away.

New BusinessCitizens' Inquiries and
Comments (General)

None.

Announcements

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

Curriculum & Technology Meeting – Monday, April 14, 2014 – 7:00 p.m. –
Administration Building

Executive Session – Wednesday, April 23, 2014 – 6:30 p.m. –
Administration Building

Regular Board Meeting – Wednesday, April 23, 2014 – 7:30 p.m.
Administration Building

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

Board Information

1. Revisions to the STSD 2013-2014 School Calendar
2. Waiver of Expulsion Hearing, Student 15***
3. Waiver of Expulsion Hearing, Student 17***
4. Agreement with William G. Schwab & Associates **have not received**
5. Letter Dated February 14, 2014 to Mr. Roth from Mrs. Balsai
6. Letter Dated February 26, 2014 to Mr. Roth from Mrs. Smith
7. Letter Dated February 27, 2014 to Mrs. Hartman from Ms. Rideout
8. Letter Dated February 27, 2014 to Ms. Deeb from Mrs. Makoul
9. Additions to Substitute Teachers' List
10. Additions to Substitute Instructional Assistants' List
11. Deletions to Substitute Teachers' List
12. 2014-2015 Lehigh Career and Technical Institute Budget
13. SHS Honor Roll List, Second Marking Period 2013-2014
14. Enrollment Reports: SHS, SMS, HST, WSE
15. LCCC President's Desk, February 2014
16. LCCC Minutes, February 6, 2014
17. LCCC Sponsoring School District Update, February 2014
18. LCCC Sponsoring School District Update, March 2014
19. LCTI Joint Operating Committee Minutes, January 30, 2014

20. LCTI Joint Operating Committee Agenda, February 26, 2014
21. March Newsletter, WSE
22. Letter Dated March 17, 2014 to Mr. Roth from Ms. Piagesi
23. MOU between STSD and SEA about 2013-14 Calendar & PD Days

Adjournment

Motion by Giordano, seconded by Mantz, to adjourn the meeting. The meeting was adjourned by at 8:43 p.m.

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Robert P. Bruchak
Board Secretary

Jennifer A. Kirk
Recording Secretary