

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors  
Regular Meeting  
Administration Building

Wednesday, September 18, 2013

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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  
  
Carol A. Grejda, Retiring Secretary, HST (20 years)  
Betty J. Kline, Retiring Cafeteria Worker, HST (41 years)  
  
Renee Haines, Director of the Allentown Library - Allentown Library Update
- 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, August 7, 2013
  - B. Regular Board Meeting August 14, 2013
  - C. Special Board Meeting, August 26, 2013
- X. Motion to Approve the Payment of Bills from the Following Funds:
  - A. Total General Fund Expenditures—August 19, 2013 through September 20, 2013  
--\$2,656,236.27
  - B. Total Athletic Expenditures—August 17, 2013 through September 20, 2013--\$22,423.67
  - C. Total Capital Improvement Fund Expenditures—August 15, 2013 through  
September 18, 2013 --\$0
  - D. Total GOB 2010 Project Expenditures—August 15, 2013 through September 18, 2013  
-- \$68,602.28

E. STSD Laptop Account—August 17, 2013 through September 20, 2013--\$2,040.25

XI. Motion to approve the August 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 district to administer the PA Youth Survey in grades 6, 8, 10 & 12 in accordance with Board Policy #235, Students Right/Surveys.
- \*\*\*2. approve the contract with FranklinCovey Client Sales, Inc. for The Leader in Me on October 15-16, 2013 in the amount of \$12,522.06.
- \*\*\*3. approve the Techbook agreement between Salisbury Township School District and Discovery Education for a middle level science and social studies Tech Book pilot beginning August 15, 2013 through August 14, 2014, in the amount of \$3,875.00 and the professional development services agreement between STSD and Discovery Education effective August 27, 2013, in the amount of \$17,500.00.
- \*\*\*4. approve the Google Apps for Education Agreement between Salisbury Township School District and Google to provide email retention services for 12 months in the amount of \$2,100.
- \*5. approve the attached agreement between Whitehall-Coplay School District and Salisbury Township School District regarding special education services and placement for Student #14358 for the 2013-2014 school year. **(Board Information Item 1)**
- \*6. approve homebound instruction for Student A for a length of time designated by the student's physician. **(Board Information Item 2)**
- \*7. approve the following student teacher from the University of Phoenix at Western Salisbury Elementary School beginning September 16, 2013 through December 6, 2013 of the 2013-2014 school term:  
  
Alyssa Anselm with Patricia Anderson, 4<sup>th</sup> Grade Teacher
- \*8. approve Lynn Fuini-Hetten, Wilkes University student, to conduct a 180 hour internship with Mr. Michael Roth and other district departments beginning September 2013 through May 2014.

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 Salisbury Township School District September interims in the gross amount of \$912.70 for 2013.
- \*2. 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 Township Police Department to use the stadium (no lights) at the Salisbury High School on September 21-22, 2013, from 8:30 a.m. to 4:30 p.m., for Police K-9 trials. Class B—No charge for facility.
  - b. Salisbury Youth Association to use the Salisbury Middle School on October 2, 2013, from 6:00 p.m. to 8:00 p.m. for youth basketball sign-ups and evaluations. Class B—No charge for facility.

C. ***Personnel Committee:***Mr. Russell R. Giordano, Chair  
Mrs. Jane M. Fischer, Vice Chair*It is recommended that the Board:*

- \*1. adopt the resolutions recognizing the following individuals on the occasion of their retirement: **(Board Information Item 3)**
  - Carol A. Grejda
  - Betty J. Kline
- \*2. accept with regret the resignation of Lorraine A'Brunzo as a National Honor Society advisor effective August 23, 2013.
- \*3. employ Shelley Francello, Allentown, PA, pending completion of requirements, as a part-time 7.25 hours a day nurse assistant not to exceed 21.75 hours a week at Harry S Truman Elementary School and Western Salisbury Elementary School effective retroactive September 10, 2013, at the first step of the 2013-2014 support staff salary schedule for nurse assistants (\$21.19/hour).
- \*4. employ Glenna Snyder, Allentown, PA, as a part-time 2 hours a day cafeteria helper at Harry S Truman Elementary School effective retroactive to August 26, 2013, at the first step of the 2013-2014 support staff salary schedule for cafeteria helpers (\$12.83/hour).

[Current District Employment: Day-to Day Cafeteria Subsitute]

## XIII. Unfinished Business Committee Reports and Action Items

## C. Personnel Committee: (continued):

- \*5. approve the building transfer of Kristy Wied from a full-time gifted teacher at Western Salisbury Elementary School and Harry S Truman Elementary School to a full-time gifted teacher at Salisbury High School (34%), Salisbury Middle School (16%); Harry S Truman Elementary School (34%) and Western Salisbury Elementary School (34%) effective September 9, 2013.
- \*6. approve the attached list of Act 93, Business Administrator, Assistant Superintendent & Superintendent salaries effective retroactive to July 1, 2013, for the 2013-2014 school year. **(Board Information Item 4)**
- \*7. approve the attached list of Central Office Non-Union Confidential Support Staff salaries effective retroactive to July 1, 2013, for the 2013-2014 school year. **(Board Information Item 5)**
- \*8. employ Margaret McGinty to provide homebound instruction for Student A in the following subjects: Mathematics, Reading, Language Arts, Social Studies & Science.
- \*9. approve the increase of hours for Doreen Vangeli from a 2.0 hours a day part-time instructional assistant at Western Salisbury Elementary School to a 3.0 hours a day instructional assistant at Western Salisbury Elementary School effective retroactive to September 16, 2013.  
  
[Replaces: S. Mohry, transferred building]
- \*10. employ Karen Rideout, Breinigsville, PA, as a 4.0 hours a day part-time learning support instructional assistant at Western Salisbury Elementary School effective retroactive to September 16, 2013, at the first step of the 2013-2014 support staff salary schedule for instructional assistants (\$15.21/hour).  
  
[Replaces: S. Busolits, resigned  
  
Current District Employment: Day-to-Day Substitute Instructional Assistant]
- \*11. employ Ann Marie Ross, Palmerton, PA, pending completion of requirements as a 4.0 hours a day part-time One-to-One instructional assistant at Western Salisbury Elementary School effective September 30, 2013, at the first step of the 2013-2014 support staff salary schedule for instructional assistants (\$15.21/hour).  
  
[New Position created for new student]
- \*12. amend the employment of Katherine Rossetti as Sophomore class advisor to include Kelly Butterbaugh as Sophomore class co-advisors for the 2013-2014 school term at the 2013-2014 contractual rate of pay for this position of \$1,117 to be split equally between them.

## XIII. Unfinished Business Committee Reports and Action Items

## C. Personnel Committee: (continued):

- \*13. employ James Hersh, Allentown, PA, as the assistant swimming coach for the 2013-2014 school term at the 2013-2014 contractual rate of pay for this position of \$2,690. (returning coach)
- \*14. approve the request of John Miller, custodian at Salisbury Middle School, for a FMLA leave for up to 60 days effective retroactive to August 21, 2013, as outlined in the Salisbury Township School District's FMLA Policy #535.1.
- \*15. approve the request of Carla Pacitti, a teacher at Salisbury High School, for a general leave of absence effective tentatively February 4, 2014, through April 29, 2014, using sick and personal days and without pay and/or benefits for the remainder of the leave except as outlined in the agreement between Salisbury Township School District and the Salisbury Education Association.
- \*16. approve the attached list of additions to the following substitute lists:
 

Teachers	<b>(Board Information Item 6)</b>
Emergency Certified Teachers	<b>(Board Information Item 7)</b>
Guest Teachers	<b>(Board Information Item 8)</b>
Emergency Certified Nurses	<b>(Board Information Item 9)</b>
Secretarial	<b>(Board Information Item 10)</b>
Instructional Assistants	<b>(Board Information Item 11)</b>
- \*17. approve the attached list of deletions to the following substitute lists:
 

Teachers	<b>(Board Information Item 12)</b>
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## XIII. Unfinished Business Committee Reports and Action Items

- D. *Policy Committee* Mrs. Jane M. Fischer, Chair
- 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 agreement between Salisbury Township School District and CLIU #21 for the Overdrive consortium in the amount not to exceed \$2,500 for the 2013-2014 school year.

## XIV. Reports

## B. CLIU: (continued):

- \*2. approve the attached agreement between Salisbury Township School District and CLIU #21 for special education services during the 2013-2014 school year in accordance with all requirements of state and federal law. **(Board Information Item 13)**
- \*3. approve the attached agreement between Salisbury Township School District and CLIU #21 to participate in the Technology in Education Legal Pool Counsel consortium for the 2013-2014 school year. **(Board Information Item 14)**
- \*4. approve the attached agreement between Carbon Lehigh Intermediate Unit #21 and Salisbury Township School District to provide Title I services for Salisbury Township School District students attending St. Michael the Archangel School in Coopersburg, PA and St. Ann School, in Emmaus, PA for the 2013-2014 school year. **(Board Information Item 15)**

C. *Lehigh Carbon Community College* Mr. Thomas F. Mantz

D. *Lehigh Career and Technical Institute* Mr. Frank Frankenfield

E. *PSBA Legislative Policy Council* Mr. Robert P. Bruchak

*It is recommended that the Board:*

- \*1. approve the following nominations for PSBA officers in accordance with PSBA Bylaws:

\_\_\_\_\_ for PSBA President  
 \_\_\_\_\_ for PSBA Vice President  
 \_\_\_\_\_ for PSBA Treasurer

F. *Solicitor* Atty. John E. Freund, III

G. *Superintendent* Mr. Michael Q. Roth

## XV. New Business

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

## XVII. Announcements:

Curriculum & Technology Meeting – Monday, September 23, 2013 – 7:00 p.m. –  
 Administration Building

Operations Committee Meeting – Wednesday, October 2, 2013 – 7:00 p.m. –  
 Administration Building

Executive Session – Wednesday, October 9, 2013 – 6:30 p.m. –  
Administration Building

Regular Board Meeting – Wednesday, October 9, 2013 – 7:30 p.m.  
Administration Building

Curriculum & Technology Meeting – Monday, October 28, 2013 – 7:00 p.m. –  
Administration Building

Operations Committee Meeting – Wednesday, November 6, 2013 – 7:00 p.m. –  
Administration Building

Executive Session – Wednesday, November 13, 2013 – 6:30 p.m. –  
Administration Building

Regular Board Meeting – Wednesday, November 13, 2013 – 7:30 p.m.  
Administration Building

#### XVIII. Board Information

1. Whitehall-Coplay SD & STSD Special Education Services Agreement, 2013-2014
2. Homebound Instruction, Student A
3. Retirement Resolutions: Grejda & Kline
4. Act 93, Business Administrator, Asst. Superintendent & Superintendent salaries, 2013-2014
5. Central Office Non-Union Confidential Support Staff salaries, 2013-2014
6. Additions to Substitute Teachers' List
7. Additions to Emergency Certified Substitute Teachers' List
8. Additions to Substitute Guest Teachers' List
9. Additions to Emergency Certified Substitute Nurses' List
10. Additions to Substitute Secretarial List
11. Additions to Substitute Instructional Assistants' List
12. Deletions to Substitute Teachers' List
13. CLIU #21 Special Education Services, 2013-2014
14. CLIU #21 Technology in Educational Legal Pool Counsel consortium, 2013-2014
15. Letter of Agreement for Title I Service, 2013-2014
16. 3<sup>rd</sup> Day Enrollment Report, 2013-2014
17. CLIU Minutes, July 15, 2013
18. CLIU Agenda, August 19, 2013
19. LCCC President's Desk, September 2013
20. LCCC Minutes, August 1, 2013
21. LCCC Sponsoring School District Update, September 2013
22. LCCC Aspire, Summer 2013 **Will be distributed at exec. session**
23. LCTI Joint Operating Committee Minutes, June 26, 2013
24. LCTI Joint Operating Committee Agenda, August 28, 2013

#### 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**