

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors
Regular Meeting
Administration Building

Wednesday, April 17, 2013

AGENDA (tentative)

- I. Call to Order by Board President
- II. Pledge of Allegiance
- III. Roll Call
- IV. Student Representatives' Report: Ian Carey, Junior
Luke Chassard, Junior
Meagan Greenberg, Senior
Samantha Heiserman, Junior
- V. Special Recognitions/Presentations

Salisbury High School Boys' Swim Team, State Champions

McClure Co. - Phase II Guaranteed Energy Saving Project
- 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, March 6, 2013
 - B. Regular Board Meeting, March 13, 2013
- X. Motion to Approve the Payment of Bills from the Following Funds:
 - A. Total General Fund Expenditures—March 19, 2013 through April 19, 2013
--\$2,827,426.68
 - B. Total Athletic Expenditures—March 16, 2013 through April 19, 2013--\$22,352.25
 - C. Total Capital Improvement Fund Expenditures—March 16, 2013 through
April 17, 2013 --\$2,910.94
 - D. Total GOB 2010 Project Expenditures—March 16, 2013 through April 17, 2013
-- \$1,634.00
 - E. STSD Laptop Account—March 16, 2013 through April 19, 2013--\$2,552.94

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 an overnight educational trip for PJAS to go to State College, PA, from May 12 to May 14, 2013, to participate in a state competition.
- *2. approve the contract with Franklin Covey Client Sales, Inc. for The Leader in Me: Lighthouse Team Training dated May 14, 2013, in the amount of \$3,068.06. **(Board Information Item 1)**
- *3. approve the extension of homebound instruction for Student A, approved September 2012, for a length of time designated by the student's physician. **(Board Information Item 2)**
- *4. approve the extension of homebound instruction for Student K, approved March 2013, for a length of time designated by the student's physician. **(Board Information Item 3)**
- *5. approve the KidsPeace Hospital Tutorial Program for the provision of educational services for Student L, and the continuation of educational services for Students G & H.

- 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 criteria to establish the Robert R. Gross III Memorial Scholarship fund. **(Board Information Item 4)**
- ***2. accept the base bid from F.A. Rohrbach for Harry S Truman Elementary and Salisbury Middle Schools sidewalk and curb replacement in the amount of \$138,375.00, alternate 1 in the amount of \$13,475.00, alternate 2 in the amount of \$22,920.00 and alternate 7 in the amount of \$9,465.00.
- ***3. approve the attached resolution regarding the electronic signature of Michael Q. Roth, Superintendent of Salisbury Township School District, for any contracts or federal programs with the Pennsylvania Department of Education. **(Board Information Item 5)**

XIII. Unfinished Business Committee Reports and Action Items

B. *Operations Committee* (continued):

- *4. approve the closing of the Class of 2003 Scholarship Fund in the amount of \$2.75 and deposit that amount into the Class of 2009 Scholarship fund.
- *5. approve the attached list of Highmark Blue Shield medical and prescription drug rates effective July 1, 2013. **(Board Information Item 6)**
- *6. approve the District's Dental rates with United Concordia effective July 1, 2013:
- | | <u>Flex Plan</u> | <u>DHMO</u> |
|-----------|------------------|-------------|
| Employee | \$27.05 | \$18.48 |
| Two Party | \$56.30 | \$53.79 |
| Family | \$82.62 | \$53.79 |
- *7. approve the attached 2007 school real estate tax refund on tax parcel #640691352139-1. **(Board Information Item 7)**
- *8. approve the attached 2008 school real estate tax refund on tax parcel #640691352139-1. **(Board Information Item 8)**
- *9. approve the attached 2009 school real estate tax refund on tax parcel #640691352139-1. **(Board Information Item 9)**
- *10. approve the attached 2010 school real estate tax refund on tax parcel #640691352139-1. **(Board Information Item 10)**
- *11. approve the attached 2011 school real estate tax refund on tax parcel #640691352139-1. **(Board Information Item 11)**
- *12. approve the attached 2012 school real estate tax refund on tax parcel #640691352139-1. **(Board Information Item 12)**
- *13. approve the attached 2012 school real estate tax refund on tax parcel #641647905466-1. **(Board Information Item 13)**
- *14. approve the attached list of additions to the district's 2012-2013 school per capita additions tax list in the amount of \$240.00. **(Board Information Item 14)**
- *15. approve the attached cafeteria account quarterly profit and loss report (un-audited) ending March 31, 2013. **(Board Information Item 15)**
- *16. approve the attached student activity fund report (un-audited) reflecting an ending cash balance in the amount of \$117,861. 57 as of March 31, 2013. **(Board Information Item 16)**

XIII. Unfinished Business Committee Reports and Action Items

B. *Operations Committee* (continued):

- *17. 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 Valley United to use the stadium at Salisbury High School on March 23, 2013, from 9:30 a.m. to 3:30 p.m. and on March 24, 2013, from 1:00 p.m. to 3:30 p.m. for soccer games. Class E—\$150 for the first hour & \$100 each additional hour each day—Stadium no lights.
 - b. Lehigh Christian Academy to use the athletic field/designated grounds at Salisbury High School beginning March 23, 2013 through April 16, 2013, as scheduled with the building principal and director of student activities for practice. Class E—\$100/day—Designated Grounds.
 - c. Arts Academy Charter School to use the auditorium and classroom (band room) at Salisbury High School on May 16 and May 29, 2013, from 4:00 p.m. to 9:00 p.m. for musical concerts. Class E—\$50/day—Classroom; \$300/day—Auditorium.
 - d. Arts Academy Charter School to use the auditorium and parking lot at Salisbury High School on June 5, 2013, from 3:00 p.m. to 9:00 p.m. for an end of the year theater showcase. Class E—\$300/day—Auditorium.
 - e. Skyhawks Lacrosse to use the designated grounds (soccer field) at Salisbury Middle School every Tuesday and Thursday beginning June 4 through July 18 (except July 2 & 4), 2013, from 6:00 p.m. to 8:00 p.m. for practice. Class E—\$100/day—Designated Grounds.

C. *Personnel Committee*:

Mr. Russell R. Giordano, Chair
Mrs. Jane M. Fischer, Vice Chair

It is recommended that the Board:

- *1. accept with regret the resignation, due to retirement, of Debra Roeding as an instructional support teacher at Harry S Truman Elementary School effective at the end of the work day on June 11, 2013. **(Board Information Item 17)**
- *2. accept with regret the resignation, due to retirement, of Carol Grejda as a 12 month secretary at Harry S Truman Elementary School effective at the end of the work day on October 1, 2013. **(Board Information Item 18)**
- *3. accept with regret the resignation, due to retirement, of Laurie Ehrlacher as a part-time 4 hours a day instructional assistant at Western Salisbury Elementary School effective at the end of the work day on June 11, 2013. **(Board Information Item 19)**

XIII. Unfinished Business Committee Reports and Action Items

C. Personnel Committee: (continued):

- *4. approve the request of Barbara Jandl, library media teacher at Western Salisbury Elementary School and Salisbury Middle School, for a FMLA leave for up to 60 days effective March 18, 2013, through April 30, 2013, as outlined in the Salisbury Township School District's FMLA Policy #435.1.
- *5. employ Robyn Balsai to provide homebound instruction for Student A in Honors English.
- *6. employ Kara Bellis to provide homebound instruction for Student K in Reading & Language Arts, Mathematics, Science & Social Studies.
- *7. employ Victor DeOliveira, Allentown, PA, as the assistant varsity track coach for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position of \$3,058.

[Replaces: J. Fisher, resigned]

- *8. employ Mark Kappes, Allentown, PA, as the Spring strength coach for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position of \$510.
- *9. approve Louis Bottitta, Allentown, PA, as a volunteer assistant boys' tennis coach for the 2012-2013 school term without pay and/or benefits.
- *10. approve Susan Young, Bethlehem, PA, as a volunteer junior varsity softball coach for the 2012-2013 school term without pay and/or benefits.
- *11. approve the attached list of additions to the following substitute lists:

Teachers	(Board Information Item 20)
Instructional Assistant	(Board Information Item 21)
Custodial	(Board Information Item 22)

- *12. approve the attached list of deletions to the following substitute lists:

Guest Teacher	(Board Information Item 23)
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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 CLIU #21 2013-2014 Facilities Plan Committee Report and School Board Resolution. (**Board Information Item 24**)
- *2. approve the attached contract between Carbon Lehigh Intermediate Unit #21 and Salisbury Township School District effective July 1, 2013 to June 30, 2014, for the driver education program. (**Board Information Item 25**)

- 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
- 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, April 29, 2013 – 7:00 p.m. –
LCTI JOC Board Room

Operations Committee Meeting – Wednesday, May 1, 2013 – 7:00 p.m. –
Administration Building

Executive Session – Wednesday, May 15, 2013 – 6:30 p.m. –
Administration Building

Regular Board Meeting – Wednesday, May 15, 2013 – 7:30 p.m.
Administration Building

Curriculum & Technology Meeting – Monday, May 20, 2013 – 7:00 p.m. – (if needed)
Administration Building

XVIII. Board Information

- 1. Franklin Covey Client Sales, Inc. Agreement for The Leader in Me, May 2013
- 2. Homebound Instruction, Student A
- 3. Homebound Instruction, Student K
- 4. Robert R. Gross III Memorial Scholarship Fund Criteria
- 5. E-Signature Resolution between STSD and PDE
- 6. Highmark Blue Shield Medical & Prescription Drug Rates

- 7. 2007 School Real Estate Tax Refund on tax parcel #640691352139-1
- 8. 2008 School Real Estate Tax Refund on tax parcel #640691352139-1
- 9. 2009 School Real Estate Tax Refund on tax parcel #640691352139-1
- 10. 2010 School Real Estate Tax Refund on tax parcel #640691352139-1
- 11. 2011 School Real Estate Tax Refund on tax parcel #640691352139-1
- 12. 2012 School Real Estate Tax Refund on tax parcel #640691352139-1
- 13. 2012 School Real Estate Tax Refund on tax parcel #641647905466-1
- 14. 2012-2013 School Per Capita
- 15. Cafeteria Account Quarterly Treasurer’s Report (un-audited) March 31, 2013
- 16. Student Activity Fund Treasurer’s Report (un-audited) March 31, 2013
- 17. Letter Dated March 11, 2013 to Mr. Roth from Mrs. Roeding
- 18. Letter Dated March 11, 2013 to Mr. Roth from Mrs. Grejda
- 19. Letter Dated March 12, 2013 to Mr. Roth from Mrs. Ehrlacher
- 20. Additions to Substitute Teachers’ List
- 21. Additions to Substitute Instructional Assistants’ List
- 22. Additions to Substitute Custodial List
- 23. Deletions to Substitute Guest Teachers’ List
- 24. CLIU #21 2013-2014 Facilities Plan Committee Report
- 25. 2013-2014 CLIU #21 Driver Education Program
- 26. Enrollment Reports: SHS, SMS, HST, WSE
- 27. CLIU Minutes, January 30, 2013
- 28. CLIU Agenda, March 18, 2013
- 29. LCCC President’s Desk, March 2013
- 30. LCCC Minutes, March 7, 2013
- 31. LCCC Sponsoring School District Update, April 2013
- 32. LCTI Joint Operating Committee Minutes, February 27, 2013
- 33. LCTI Joint Operating Committee Agenda, March 27, 2013
- 34. April Newsletter, HST
- 35. 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**