

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors  
Regular Meeting  
Administration Building

Wednesday, January 23, 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, Junior  
Luke Chassard, Junior  
Meagan Greenberg, Senior  
Samantha Heiserman, Junior
- V. Special Recognitions/Presentations  
  
Board of School Directors' Recognition Month, Salisbury High School
- 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, December 5, 2012
  - B. Board Reorganization Meeting, December 5, 2012
  - C. Regular Board Meeting, December 5, 2012
  - D. Operations Committee Meeting, January 9, 2013
- X. Motion to Approve the Payment of Bills from the Following Funds:
  - A. Total General Fund Expenditures—December 10, 2012 through January 25, 2013  
--\$2,880,814.22
  - B. Total Athletic Expenditures—December 8, 2012 through January 25, 2013--\$27,409.73
  - C. Total Capital Improvement Fund Expenditures—December 6, 2012 through  
January 23, 2013 --\$22,722.14
  - D. Total GOB 2010 Project Expenditures—December 6, 2012 through January 23, 2013  
-- \$436.54
  - E. STSD Laptop Account—December 8, 2012 through January 25, 2013--\$8,931.35

F. G.E.S.P. Monthly Expenses—December 6, 2012 through January 23, 2013 -- \$0

XI. Motion to approve the November & December Treasurer's Reports

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 Model U.N. to go to John Hopkins, from from February 7 to 10, 2013, to participate in a Model U.N. competition.

\*2. approve the KidsPeace Hospital Tutorial Program for the provision of educational services for Students F, G, H & I.

\*3. approve the following student teacher from Kutztown University at Harry S Truman Elementary School beginning January 29, 2013 through March 15, 2013 of the 2012-2013 school term:

Kerry Byington with Diane Kasaczun, Learning Support

\*4. approve Weston Mousley, student from Kutztown University, to conduct an internship with Mrs. Natalie Kriner beginning January 28, 2013 through the week of May 12, 2013.

\*5. approve the contract with Franklin Covey Client Sales, Inc. for The Leader in Me dated January 8, 2013, in the amount of \$3,296.78. (**Board Information Item 1**)

\*6. approve the Loving Care Nursing Services contract for the provision of medically-based services in school and during transportation for Student J at a cost of \$46.00 /hour from January 30, 2013 until the last student day of the 2012-2013 school year. (**Board Information Item 2**)

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 resolution designating millage rates for Salisbury Township School District following a county-wide reassessment of real estate values.

\*2. approve the Salisbury Township School District January interims in the gross amount of \$1,982.33.

## XIII. Unfinished Business Committee Reports and Action Items

B. *Operations Committee* (continued):

- \*3. motion to approve the attached list of changes to the district's 2012-2013 real estate tax duplicate reflecting a net decrease in assessed value totaling \$274,300.00. **(Board Information Item 3)**
- \*4. approve the attached list of additions to the district's 2012-2013 school per capita additions tax list in the amount of \$705.00. **(Board Information Item 4)**
- \*5. approve the renewal of the District's insurance coverage effective January 7, 2013 through January 7, 2014, as presented by Willis of PA, Inc., agent, as follows:

<u>COVERAGE</u>	<u>COMPANY</u>	<u>PREMIUM</u>
Package Policy	Indemnity Co. of N.A (PSBA)	\$65,000
Property	Old Republic Insurance Co. (PSBA)	\$24,000
Automobile	Indemnity Co. of N.A (PSBA)	\$ 9,000
Boiler & Machinery	Hartford Steam Boiler	\$ 8,000
School Board Legal	National Union (Chartis)	\$43,000
Umbrella	Old Republic Insurance Co. (PSBA)	\$20,000

- \*6. approve the attached student activity fund report (un-audited) ending cash balance in the amount of \$100,137.16 as of December 31, 2012. **(Board Information Item 5)**
- \*7. approve the attached cafeteria account quarterly profit and loss report (un-audited) ending December 31, 2012. **(Board Information Item 6)**
- \*8. approve Dawn Nickischer as an authorized user of the of the district procurement card.
- \*9. 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. SYA Wrestling to use the gymnasium, cafeteria and parking lot at Salisbury High School on November 24, 2012, from 2:00 p.m. to 5:00 p.m. to set-up for pre-season wrestling. Class B—No charge for facility.
  - b. LMS Premier to use the stadium (w/lights) at Salisbury High School on November 29, 2012, from 6:00 p.m. to 7:30 p.m. for soccer practice. Class E—\$150 for first hour & \$120 each additional hour—Stadium.
  - c. LVU to use the stadium (no lights) at Salisbury High School on December 1, 2012, from 8:45 a.m. to 11:15 a.m. for a soccer game. Class E—\$150 for first hour & \$100 each additional hour—Stadium.
  - 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 1-4, 2013, from 1:00 a.m. through 4:00 p.m. for 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.

- e. 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 August 1-3, 2013, from 11:30 p.m. through 5:00 p.m. for 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.
- f. Salisbury Youth Organization to use the gymnasium at Salisbury High School as scheduled with the building principal and director of student activities for SYA basketball. Class B—No charge for facility.
- g. Salisbury Youth Organization to use the gymnasium at Salisbury High School as scheduled with the building principal and director of student activities for SYA basketball. Class B—No charge for facility.
- h. Horizon Church to use the auditorium at Harry S Truman Elementary School on December 24, 2012, from 5:30 p.m. to 8:00 p.m. for a Christmas Eve program. Class E—\$80/day.

C. **Personnel Committee:**

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

*It is recommended that the Board:*

- \*1. amend the start date of Laurey Sperring, part-time instructional assistant at Salisbury Middle School, to December 17, 2012
- \*2. amend the employment of Robert Benson as the tennis coach (Spring) for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position \$2,897.
- \*\*\*3. approve the Memorandum of Understanding by and between the Salisbury Township School District and the Salisbury Education Association regarding an addition of a Third Choice Day for the 2012-2013 school term. (**Board Information Item 7**)
- \*4. employ Kara Bellis, Allentown, PA, as a long-term substitute teacher for M. Ott at the Salisbury Middle School effective retroactive to December 18, 2012 at the 1 Bachelors step of the 2012-2013 teachers' salary schedule (\$47,352, prorated) for the remainder of the 2012-2013 school year.
- \*5. employ Michael Vecellio as the commencement speaker coach for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position of \$608.

## XIII. Unfinished Business Committee Reports and Action Items

## C. Personnel Committee: (continued):

- \*6. employ Rachel Reinecke as the jazz band director for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position of \$1,831.
- \*7. approve the one-time addition of a second Spring musical director (musical play) for the 2012-2013 school term at the contractual rate of this position of \$2,041.
- \*8. employ Lucille Kincaid, Easton, PA, pending completion of requirements, as a Spring musical play director for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position \$2,041.
- \*9. approve the following volunteers at Western Salisbury Elementary School for the 2012-2013 school term without pay and/or benefits:  
  
Ching Yu Jess Kloosterman & Colette Stauffer
- \*10. approve Christopher Rapp, Allentown, PA, as a volunteer assistant middle school girls' basketball coach for the 2012-2013 school term without pay and/or benefits.
- \*11. approve Steve Wagner, Allentown, PA, as a volunteer assistant varsity baseball coach for the 2012-2013 school term without pay and/or benefits.
- \*12. approve Robert Sopko, Allentown, PA, as a volunteer assistant varsity baseball coach for the 2012-2013 school term without pay and/or benefits.
- \*13. approve John Wagner, Center Valley, PA, as a volunteer assistant varsity softball coach for the 2012-2013 school term without pay and/or benefits.
- \*14. approve Michael Garrigan, Allentown, PA, as a volunteer assistant varsity softball coach for the 2012-2013 school term without pay and/or benefits.
- \*15. approve the attached list of additions to the following substitute lists:

Teachers	<b>(Board Information Item 8)</b>
Guest Teacher	<b>(Board Information Item 9)</b>
Nurse	<b>(Board Information Item 10)</b>
Nurse Assistants	<b>(Board Information Item 11)</b>
Instructional Assistants	<b>(Board Information Item 12)</b>

- 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 attached 2013-2014 Carbon Lehigh Intermediate Unit #21 General Fund Operating Budget. (**Board Information Item 13**)

- 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, January 28, 2013 – 7:00 p.m. –  
Salisbury Middle School

Operations Committee Meeting – Wednesday, January 30, 2013 – 7:00 p.m. –  
Administration Building

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

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

Curriculum & Technology Meeting – Monday, February 25, 2013 – 7:00 p.m. –  
Western Salisbury Elementary School

XVIII. Board Information

1. Franklin Covey Client Sales, Inc. Agreement for The Leader in Me, January 2013
2. Loving Care Nursing Services contract
3. 2012-2013 Real Estate Tax Duplicate
4. Per Capita, 2012-2013
5. Student Activity Fund Treasurer's Report (un-audited) December 31, 2012
6. Cafeteria Account Quarterly Treasurer's Report (un-audited) December 31, 2012
7. MOU between STSD & SEA for Third Choice Day
8. Additions to Substitute Teachers' List
9. Additions to Substitute Guest Teachers' List
10. Additions to Substitute Nurses' List

11. Additions to Substitute Nurse Assistants' List
12. Additions to Substitute Instructional Assistants' List
13. 2013-2014 CLIU #21 General Fund Operating Budget
14. Enrollment Reports: SHS, SMS, HST, WSE
15. SHS Honor Roll Lists, 1<sup>st</sup> Marking Period 2012-2013
16. CLIU Minutes, November 19, 2012
17. CLIU Agenda, December 17, 2012
18. LCCC President's Desk, November 2012
19. LCCC President's Desk, December 2012
20. LCCC Minutes, November 1, 2012
21. LCCC Minutes, December 6, 2012
22. LCCC Sponsoring School District Update, December 2012
23. LCCC Sponsoring School District Update, January 2013
24. LCTI Joint Operating Committee Minutes, October 24, 2012
25. LCTI Joint Operating Committee Agenda, December 12, 2012
26. LCTI Director's Report, December 2012
27. December Newsletter, HST
28. December 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**