

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors
Regular Meeting
Administration Building

Wednesday, May 15, 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
Megan Greenberg, Senior
Samantha Heiserman, 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, April 10, 2013](#)
 - B. [Regular Board Meeting, April 17, 2013](#)
- X. Motion to Approve the Payment of Bills from the Following Funds:
 - A. [Total General Fund Expenditures](#)—April 20, 2013 through May 17, 2013
--\$1,242,886.71
 - B. [Total Athletic Expenditures](#)—April 20, 2013 through May 17, 2013--\$10,217.33
 - C. [Total Capital Improvement Fund Expenditures](#)—April 18, 2013 through
May 15, 2013 --\$8,906.56
 - D. [Total GOB 2010 Project Expenditures](#)—April 18, 2013 through May 15, 2013
-- \$41,168.70
 - E. [STSD Laptop Account](#)—April 20, 2013 through May 17, 2013--\$2,547.50
- XI. Motion to approve the [April 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 attached service agreement with JB Associates to implement the Birkman Method for the development of the Instructional Leadership Team of Salisbury Township SD in the amount of \$8,400.00. ([Board Information Item 1](#))
- *2. approve the following student teachers from Muhlenberg College at Harry S Truman Elementary School beginning October 28, 2013 through December 11, 2013 of the 2013-2014 school term:
- Erin Laney with Linda Helfrich, 5th Grade
Ashley Aaron with Abbey O'Dor, 4th Grade
- *3. approve the KidsPeace Hospital Tutorial Program for the provision of educational services for Students M and N.

- 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 district's 2013-2014 proposed final general fund budget reflecting total expenditures in the amount of \$31,398,872 requiring a real estate tax levy of 16.8708 mills.
- ***2. approve the attached copier lease with Edwards Business Systems for the replacement of copier machines at the high school and administration building for 4 years at a monthly payment of \$1,302. ([Board Information Item 2](#))
- ***3. approve the attached revised criteria for the Larry M. Starnier Memorial Scholarship fund. ([Board Information Item 3](#))
- ***4. accept the firm pricing of \$3.0168/gallon for ultra low sulfur diesel fuel and firm pricing of \$3.0991 for 87 octane unleaded gasoline. These prices are as solicited and awarded through the Keystone Purchasing Network and were awarded on May 1, 2013 to Papco, Inc.
- ***5. approve the attached resolution urging increased state funding for school construction and renovation projects by the Board of School Directors of the Salisbury Township School District. ([Board Information Item 4](#))
- ***6. accept the stipulation of counsel on residential tax parcel ID # 549528288954-1 with a decrease of \$208,600 in assessed property value.

XIII. Unfinished Business Committee Reports and Action Items

B. *Operations Committee* (continued):

- *7. approve Robert P. Bruchak as the Board Secretary for the Salisbury Township School District for the term of July 1, 2013 through July 31, 2014.
- *8. approve the Salisbury Township School District April interims in the gross amount of \$20,689.50.
- *9. approve the following as general fund depositories for 2013-2014:
 - PA Local Government Investment Trust
 - Lafayette Ambassador Bank
 - PA School district Liquids Asset Fund
 - US Bank
 - PNC Bank
 - Wachovia Bank/Wells Fargo
 - Bank of New York Trust Co.
- *10. approve the attached list of additions to the district's 2012-2013 school per capita additions tax list in the amount of \$435.00. ([Board Information Item 5](#))
- *11. 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. St. Thomas More Soccer Club to use the stadium (with lights) at Salisbury High School on March 23, 2013, from 6:30 p.m. to 8:30 p.m. for a soccer game. Class E—\$150 for the first hour & \$120 each additional hour each day—Stadium with lights.

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 Richard W. Marsico as an English teacher at Salisbury High School effective at the end of the work day on June 11, 2013. ([Board Information Item 6](#))
- *2. approve the request of Meghan Ott, a teacher at Salisbury Middle School, for an extension of her general leave of absence without pay and/or benefits until the beginning of the third marking period of the 2013-2014 school year except as outlined in the agreement between the Salisbury Township School District and the Salisbury Education Association.

XIII. Unfinished Business Committee Reports and Action Items

C. Personnel Committee: (continued):

- *3. approve the revision of the April 17, 2013 request of Barbara Jaindl, library media teacher at Western Salisbury Elementary School and Salisbury Middle School, for an intermittent FMLA leave with the remaining FMLA days effective May 1, 2013 through June 11, 2013, as outlined in the Salisbury Township School District's FMLA Policy #435.1.
- *4. approve the request of Dana Sugra, first grade teacher at Harry S Truman, for an intermittent FMLA leave for up to 60 days effective April 15, 2013, as outlined in the Salisbury Township School District's FMLA Policy #435.1 and for a general leave of absence without pay and/or benefits after the completion of the FMLA leave through and including October 31, 2013, except as outlined in the agreement between the Salisbury Township School District and the Salisbury Education Association.
- *5. approve the request of Connie Yost, head cook at Western Salisbury Elementary School, for a FMLA leave for up to 60 days effective April 3, 2013, as outlined in the Salisbury Township School District's FMLA Policy #535.1.
- *6. approve the attached Memorandum of Understanding between the Salisbury Township Education Association and the Salisbury Township School District regarding creating a No Place for Hate advisor position and stipend. ([Board Information Item 7](#))
- *7. employ Megan Basile, Macungie, PA, as the Middle School PJAS advisor for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position of \$1,248.
- *8. employ Ruth Smith, Allentown, PA, as the High School PJAS advisor for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position of \$1,248.
- *9. employ Jennifer Brinson, Bally, PA, as the Model UN advisor for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position of \$1,353.
- *10. employ Tanya Kennedy, Hereford, PA, as the SADD advisor for the 2012-2013 school term at the 2012-2013 contractual rate of pay for this position of \$1,353.
- *11. approve James Pagliaro, Schnecksville, PA, as a volunteer football coach for the 2012-2013 school term without pay and/or benefits.
- *12. approve Michael Fay, Coplay, PA, as a volunteer football coach for the 2012-2013 school term without pay and/or benefits.
- *13. approve the attached list of additions to the following substitute lists:

Teachers

[\(Board Information Item 8\)](#)

XIII. Unfinished Business Committee Reports and Action Items

C. Personnel Committee: (continued):

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

Instructional Assistants [\(Board Information Item 9\)](#)

D. *Policy Committee* Mrs. Jane M. Fischer, Chair

It is recommended that the Board:

- ***1. adopt Policy 829, Electronic Records/Signature [\(Board Information Item 10\)](#)

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
- 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, May 20, 2013 – 7:00 p.m. – (if needed)
Administration Building

Operations Committee Meeting – Wednesday, June 5, 2013 – 7:00 p.m. –
Administration Building

Executive Session – Wednesday, June 19, 2013 – 6:30 p.m. –
Administration Building

Regular Board Meeting – Wednesday, June 19, 2013 – 7:30 p.m.
Administration Building

Executive Session – Wednesday, July 17, 2013 – 6:30 p.m. – (if needed)
Administration Building

Regular Board Meeting – Wednesday, July 17, 2013 – 7:30 p.m. (if needed)
Administration Building

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

Executive Session – Wednesday, August 14, 2013 – 6:30 p.m. –
Administration Building

Regular Board Meeting – Wednesday, August 14, 2013 – 7:30 p.m.
Administration Building

XVIII. Board Information

1. JB Associates Agreement for Administrative Professional Development
2. Copier Lease
3. Larry M. Starner Memorial Scholarship Fund Revised Criteria
4. Resolution for increased state funding for school construction and renovation projects
5. Per Capita, 2012-2013
6. Letter Dated April 10, 2013 to Mr. Roth from Mr. Marsico
7. MOU for No Place for Hate Position & Stipend
8. Additions to Substitute Teachers' List
9. Deletions to Substitute Instructional Assistants' List
10. Policy 829, Electronic Records/Signature
11. [Enrollment Reports: SHS, SMS, HST, WSE](#)
12. [CLIU Minutes, March 18, 2013](#)
13. [CLIU Agenda, April 15, 2013](#)
14. [LCCC President's Desk, May 2013](#)
15. [LCCC Minutes, April 4, 2013](#)
16. [LCTI Joint Operating Committee Minutes, March 27, 2013](#)
17. [LCTI Joint Operating Committee Agenda, April 24, 2013](#)
18. [May Newsletter, HST](#)
19. [May 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**