

SALISBURY TOWNSHIP SCHOOL DISTRICT
Minutes of Board of School Directors Meeting

May 15, 2013

A regular meeting of the Board of School Directors of the Salisbury Township School District was called to order by Mr. Giordano at 7:37 p.m. on Wednesday, May 15, 2013, in the Administration Building, 1140 Salisbury Road, Allentown, PA.

Board Members Present: Mr. Bobeck, Mr. DeFrank, Mrs. Fischer, Mr. Frankenfield; Mr. Gatani, Mr. Giordano, Mr. Mantz, Mr. Moyer, and Mrs. Ziegler

Board Members Absent: Mrs. Ziegler

Also Present: Mr. Brackett, Mr. Bruchak, Mr. Cassidy, Mr. Dovico, Mrs. Hartman, Mrs. Nickischer, Mrs. Perron-Jones, Mr. Roth, Dr. Ziegenfuss and Attorney Roddick

Also Absent: Ms. Morningstar, Mr. Parlman & Mrs. Samide

Student Representative Report Prom was held in Iacocca Hall at Lehigh University. Graduation will be held on June 6 at Symphony Hall. The Senior recognition for LCTI students will be held May 23 at 7:00 pm. Awards night is next Wednesday at 7:00 pm. PAGE will be holding a Top Ten breakfast May 28 at 7:00 am. The Seniors will be going to the Baltimore Aquarium for their Senior trip, as well as the beach and a baseball game. Swimmer Eric Tatum has signed with West Point. The track and field team are at districts and are finishing up today. Dylan Bonge was second in the pole vault, Katie Toman won the pole vault and finished fourth at district track and field. Lindsay Bauer received second place in the long jump. Kyle Gonoude won the 1600 and was 2nd in the 3200. Tommy Walters finished 4th in the 3200 at district track and field. Mackenzie Groff was 5th in pole vault. In softball, Meghan Williams received 2nd Team All-Star at shortstop and Thalya Creswell received Honorable Mention All-Star at catcher. In tennis, first singles, honorable mention went to Henry Rothermel; second singles, honorable mention went to Ben Heydt; and second doubles, honorable mention went to Jack Bonge and Brendan Reichenbach. The high school is in the middle of keystone and AP testing. SGA will be holding a blood drive May 23 throughout the school day. Last night was the art and music/chorus program was last night which premiered two original songs. It was the first time all seats in the house were filled for a chorus concert. Broadway night is May 23. Acts from Broadway will be showcased. There will be a special performance primarily ran by the students. The high school art show will be Sunday May 19. Three students were recognized at the Baum School of Art. The Freddy's are approaching. Two seniors are performing in the opening and closing numbers. The representatives said a final thank you to the board and stated that some of them will be back next year. Mr. DeFrank stated they have done an outstanding job and have gone above and beyond. Mr. Gatani asked the representatives how they thought the year went. They responded that it was a successful year in that there was strong student involvement and much recognition this year. It was a special year. There was also good leadership among the teachers and staff and everyone was well simulated into the changes. They also felt the Senior class was a mature class.

Special Recognitions/
Presentations None.

Changes or Additions to
the Agenda None.

Approval of Agenda Motion by Mantz, seconded by Frankenfield, to approve the regular agenda:

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

Citizens' Inquiries &
Comments Pertaining to
Agenda Items None.

Approval of Minutes Motion by Fischer, seconded by Frankenfield, to approve the following minutes:

- A. Operation Committee Meeting, April 10, 2013
- B. Regular Board Meeting, April 17, 2013

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

Presentation of Bills Motion by Fischer, seconded by Bobeck, to approve the following expenditures:

- 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 18, 2013 through May 15, 2013
-- \$41,168.70

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

Treasurer's Report

Motion by Mantz, seconded by Frankenfield, to approve the April treasurer's reports.

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

Secretary of Board Report

Mr. Bruchak stated that Item B-1 on the agenda this evening is the proposed final budget. On February 13, 2013, a preliminary budget was approved that allowed the district to apply for referendum exceptions under Act 1 which included the increase PSERS contributions. The state approved a referendum exception for PSERS which included an increase of \$271,505. The total increase available to the board is an increase of 2.99%. The millage rate reflected in this evening's version of the budget is 16.8708 mills, a 0.3632 mill increase or 2.20%. The proposed final millage increase is 0.0826 mills above the Act 1 cap and requires the use of approximately \$104,916 in exceptions. The proposed final budget reflects a reduction of approximately 0.2149 mills from the preliminary budget adopted in February. On a home at the district average assessed value of \$204,581 the tax increase will be approximately \$74.3. Homestead/farmstead qualified properties will continue to receive a reduction from the gaming funds.

On April 15th, the Commonwealth's budget secretary certified that gaming funds are available for 2013-14 local tax relief. As required by law we were notified on May 2nd that Salisbury's property tax reduction allocation is \$500,350, a decrease of approximately \$4,892. Property taxes will be reduced through a homestead and farmstead assessment exclusion resulting in a reduction of \$118 to each qualifying tax bill. This is nearly identical to the prior year.

I will be formally calculating the homestead/farmstead exclusion that will appear on tax bills and presenting it in the form of a resolution for your approval at the June 19th board meeting, along with the final budget approval.

Item B-3 on the agenda is a contract to fix the cost of diesel fuel for the 2013-14 year at \$3.0168 per gallon for a total of 35,000 gallons. This represents a decrease of 3 cents per gallon from last year's price. I was required to sign a contract committing the district to this fixed price by Monday May 6th. Pricing for gasoline will be fixed at \$3.0991. Currently the price has fluctuating rates.

A. Curriculum & Technology Committee

Dr. Ziegenfuss stated the last curriculum meeting was held at LCTI. At the meeting social media and social media week were discussed. The next meeting will be May 20 at the administration building.

Motion by Giordano, seconded by Gatanis, to approve Item A-1 through A-3 on the regular agenda:

A-1. JB Associates Service Agreement

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)**

A-2. Muhlenberg College Student Teachers, 2013-2014 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

A-3. KidsPeace Tutorial Program for Student M & N approve the KidsPeace Hospital Tutorial Program for the provision of educational services for Students M and N.

VOTE: YES -- 8
NO -- 0
ABSTENTIONS -- 0
ABSENT -- 1

Motion carried.

B. Operations Committee Mr. Frankenfield stated a meeting was held on May 1. Some scholarship funds were revised and the sidewalk work at HST and SMS were discussed.

Mr. Roth thanked the Gross family for the Leadership Award--\$250 and the Never Give Up Award--\$250. These are 2 awards Mr. Gross personally sponsored while he was Superintendent. Mr. Roth commented that leadership and never giving up were two qualities Mr. Gross definitely demonstrated.

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

B-1. 2013-2014 Proposed Final General Fund Budget 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.

Brian D. Bobeck YES
Samuel P. DeFrank YES
Jane M. Fischer YES
Frank R. Frankenfield YES
George J. Gatani YES
Russell R. Giordano YES
Thomas F. Mantz YES
John J. Moyer YES
Mary L. Ziegler ABSENT

Motion by Frankenfield, seconded by Fischer to approve Item B-2 through B-5 and B-7 through B-11a on the regular agenda:

B-2. Copier Lease with Edwards Business Systems 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**)

B-3. Revised Larry M. Starner Memorial Scholarship Fund approve the attached revised criteria for the Larry M. Starner Memorial Scholarship fund. (**Board Information Item 3**)

B-4. Diesel & Gasoline Pricing through Keystone Purchasing Network 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.

B-5. Resolution Urging Increased State Funding for Construction & Renovations 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)**

Motion by Frankenfield, seconded by Fischer to approve Item B-6 on the regular agenda:

B-6. Residential Tax Parcel accept the stipulation of counsel on residential tax parcel ID # 549528288954-1 with a decrease of \$208,600 in assessed property value.

VOTE:	YES	--	<u>7</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>1 (Bobeck)</u>
	ABSENT	--	<u>1</u>

Motion carried.

B-7. Board Secretary Appointment 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.

B-8. STSD April Interims approve the Salisbury Township School District April interims in the gross amount of \$20,689.50.

B-9. 2013-2014 General Fund Depositories 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.

B-10. 2012-2013 Per Capita Additions 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)**

B-11. 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. 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.

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

C. Personnel Committee Motion by Fischer, seconded by Mantz to approve Item C-1 to C-14 on the regular agenda:

C-1. Marsico Retirement 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)**

C-2. Ott, Extension of General Leave 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.

C-3. Jaindl, Revised FMLA Request 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.

C-4. Sugra, FMLA & General Leave Request 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.

C-5. Yost, FMLA Request 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.

C-6. MOU, No Place for Hate Advisor Position 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)**

C-7. Basile Employment MS PJAS 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.

C-8. Smith, Employment HS PJAS 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.

C-9. Brinson, Employment Model UN 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.

C-10. Kennedy, Employment, SADD Advisor 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.

C-11. Pagliaro, Volunteer Football Coach approve James Pagliaro, Schnecksville, PA, as a volunteer football coach for the 2012-2013 school term without pay and/or benefits.

C-12. Fay, Volunteer Football Coach approve Michael Fay, Coplay, PA, as a volunteer football coach for the 2012-2013 school term without pay and/or benefits.

C.13. Substitute Additions approve the attached list of additions to the following substitute lists:

Teachers (Board Information Item 8)

C-12. Substitute Deletions approve the attached list of deletions to the following substitute lists:

Instructional Assistants (Board Information Item 9)

VOTE: YES -- 8, NO -- 0, ABSTENTIONS -- 0, ABSENT -- 1

Motion carried.

D. Policy Committee Mrs. Fischer explained that Policy 829 allows Mr. Roth to sign certain forms for PDE electronically.

Motion by Fischer, seconded by Gatani to approve Item D-1 on the regular agenda:

D-1. Policy 829 Adoption adopt Policy 829, Electronic Records/Signature (Board Information Item 10)

VOTE: YES -- 8, NO -- 0, ABSTENTIONS -- 0, ABSENT -- 1

Motion carried.

E. Student Activities Mr. Mantz stated that he is really impressed with the high school students and what they did last night at the chorus and band concert. He also mentioned how thrilling it was to see the community supporting the arts.

Reports

A. Allentown Public Library Mrs. Cusick will not have a board meeting until next Monday. The Salisbury Township Recreation Committee is working with the library to get the Summer reading program moving.

B. Carbon Lehigh Intermediate Unit None.

C. Lehigh Carbon Community College Mr. Mantz stated graduation is tonight and summer session starts soon. President Snyder's surgery was successful.

D. Lehigh Career and Technical Institute

Mr. Frankenfield stated Chelsea Graver was named top LCTI student in the dental co-op program. She gave a great speech.

E. PSBA Legislative Policy Council

Mr. Bruchak said that Senate Bill 777 passed. SB 777 provides for county interagency sharing of juvenile records needed in child welfare and delinquency cases. The Pennsylvania Department of Education (PDE) has announced that it will be requesting a waiver now being offered by the U.S. Department of Education (USDE) that would allow school districts to carry over more than 15% of their Title I, Part A funding from FY2012.

Senate Resolution 71, which calls upon the President and the Congress of the United States to fully fund all special education mandates imposed by federal laws or regulations upon state, county, municipal or local providers of educational services to students in the Commonwealth.

SB 798 is companion legislation which amends the Public School Code to preserve rights of public school employees who are granted military leave, these employees will be entitled to receive credit in PSERS for the leave.

The Pennsylvania Department of Education (PDE) announced that its new rating tool for the evaluation of professional and temporary professional employees will be published in the Pennsylvania Bulletin by June 30, 2013.

This week PDE issued its report to the General Assembly regarding the existing PlanCon process for state reimbursement of public school building projects. The report, required under Act 82 of 2012, concludes that the state needs to fulfill existing commitments to the extreme backlog of projects in the PlanCon pipeline that have not yet been reimbursed. The report also calls for the state to extend the current moratorium on new projects and to develop a long-term strategy for support of school facilities.

Another member of Gov. Corbett's cabinet is on his way out. Education Secretary Ron Tomalis is looking to leave his position sometime this summer according to two senior administration officials. A timetable for his exit has not been set yet. He would become the fifth cabinet member to leave since Corbett took office in January 2011.

F. Solicitor

None.

G. Superintendent

Mr. Dovico stated the high school is in the middle of keystone testing. They have calculated all the tests and it is close to 560 tests done school wide. Seniors Connor Harrison, Taylor Heverly, Alan Mendez, and Julisa Trinidad are representing Salisbury and will be performing in the award ceremony's opening and closing numbers. Mrs. Hartman stated field days are occurring. Both elementary schools had their concert bands perform this past Monday. The elementary schools will also be holding curriculum and technology and art showcase nights. Their curriculum projects will be showcased on laptops in the library. Harry S Truman held diversity day and will be hosting bookfair tomorrow night. Dr. Ziegenfuss stated a curriculum review update was discussed at the previous curriculum meeting. There are some professional development activities/workshops planned for this summer. Staff appreciation week ran in conjunction with social media week. Parents, students and teachers posted compliments about the district. We received 300

compliments. Mr. Roth congratulated the Indoor Twirler Teams. The High School and Middle School twirlers both won the Tournament Indoor Association - Greater Lehigh Valley Championship. The High School twirlers won the Scholastic World Class Twirling Championship in Wildwood, NJ. For PJAS competition, 17 students received first place, 17 placed second and 1 student placed third place. Mr. Roth congratulated Ms. Reinecke for a job well done with last night's concert along with congratulated Alan Mendez for composing the original song. The middle school band and chorus did fantastic jobs. Chelsea Graver, high school student, was named top LCTI student in the dental co-op program. Mr. Roth learned that out of 21 students in 2011-12 who took the NOCTI assessment, 14% were competent and 86% were advanced. The middle school interact club presented a check of \$11,458 to the Prager Cancer Foundation at Lehigh Valley Health Network. Mrs. Ziegler was recognized for her seven years of service on the CLIU Board. Mr. Roth thank the Board for the elimination of mid-term and final exam. It shows the Board gave their stamp of approval. Mr. Roth has had verbal gasp from fellow district leaders. Are you going to be a learning organization or testing organization was discussed at the Leadership symposium in which he and Mr. Giordano were on the panel. Mr. Roth said the Board are trend setters. The Lighthouse team is building a team at Western Salisbury Elementary. Mr. Roth also served on a panel at Tech Talk Live May 7 at Lancaster 7 IU and sat on a panel to discuss how do you support tech directors. Mr. Roth thanked Chris Smith for all the great things he has done and Dr. Ziegenfuss for the organization of social media week and teacher appreciation week. Ron Tomalis will be leaving as secretary of education and curriculum. William Harner, Superintendent of Cumberland Valley SD will be replacing him.

New Business

None.

Citizens' Inquiries and
Comments (General)

None.

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

Board Information

1. JB Associates Agreement for Administrative Professional Development
2. Copier Lease
3. Larry M. Starnier 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

Adjournment

Motion by Mantz, seconded by Frankenfield, to adjourn the meeting. The meeting was adjourned by at 8:27 p.m.

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

Robert P. Bruchak
Board Secretary

Jennifer A. Kirk
Recording Secretary