

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors  
Regular Meeting  
Administration Building

Wednesday, September 19, 2012

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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
- 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. Special Board Meeting, August 8, 2012
  - B. Operation Committee Meeting, August 8, 2012
  - C. Regular Board Meeting, August 15, 2012
- X. Motion to Approve the Payment of Bills from the Following Funds:
  - A. Total General Fund Expenditures—August 20, 2012 through September 21, 2012  
--\$2,317,186.00
  - B. Total Athletic Expenditures—August 20, 2012 through September 21, 2012--\$16,622.49
  - C. Total Capital Improvement Fund Expenditures—August 16, 2012 through  
September 19, 2012 --\$21,169.46
  - D. Total GOB 2010 Project Expenditures—August 16, 2012 through September 19, 2012  
-- \$0
  - E. STSD Laptop Account—August 20, 2012 through September 21, 2012--\$7,905.39
  - F. G.E.S.P. Monthly Expenses—August 16, 2012 through September 19, 2012 -- \$1,051,133.10

- XI. Motion to Approve the July & August 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 homebound instruction for Student A for a length of time designated by the student's physician. **(Board Information Item 1)**

- 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 revised criteria for the Eric Rodenberger Memorial Scholarship Fund.
- \*2. ratify the student settlement agreement as presented by King, Spry, Herman, Freund & Faul.
- \*3. approve the following people as authorized users of the district procurement cards.  
  
Dr. Louise A. Beauchemin Mr. Russell R. Giordano  
Mr. Robert P. Bruchak Dr. Randy M. Ziegenfuss
- \*4. approve the attached list of additions to the district's 2012-2013 school per capita additions tax list in the amount of \$825.00. **(Board Information Item 2)**
- \*5. approve the Salisbury Township School District September interims in the gross amount of \$381.46 for 2011 and \$2,309.11 for 2012.
- \*6. 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 Youth Association to use the parking lot and stadium (lights only when needed) at Salisbury High School on August 19, 26, September 16 & October 7, 2012, from 9:00 a.m. to 7:00 p.m. for home football games. Class B—No charge for facility.
  - b. Skyhawks Lacrosse to use the parking lot and designated grounds at Salisbury Middle School on August 26, 2012, from 11:00 a.m. to 1:30 p.m. & September 30, October 7, 14, 28 and November 11, 2012, from 11:00 a.m. to 12:30 p.m. for practices and a tournament. Class E—\$100/day—Parking Lot; \$100/day—Designated Grounds.

## XIII. Unfinished Business Committee Reports and Action Items

B. *Operations Committee* (continued):

\*6. (continued):

- c. Skyhawks Lacrosse to use the parking lot and designated grounds at Salisbury Middle School on September 16, 30, October 14, 28, November 11 & 25, 2012, from 4:00 p.m. to 5:30 p.m. and on September 23 from 6:00 p.m. to 8:00 p.m. and on October 14, 2012, from 12:30 p.m. to 2:00 p.m. for practices. Class E—\$100/day—Parking Lot; \$100/day—Designated Grounds.
- d. Gonzo Lacrosse to use the parking lot and designated grounds at Salisbury Middle School on September 9 & 23, 2012, from 12:30 p.m. to 2:00 p.m. for lacrosse clinics. Class E—\$100/day—Parking Lot; \$100/day—Designated Grounds.
- e. Gonzo Lacrosse to use the parking lot and designated grounds at the Salisbury Middle School on November 3 & 4, 2012, from 7:00 a.m. to dusk for a tournament. Class E—\$100/day—Parking Lot; \$100/day—Designated Grounds.
- f. PROSPER to use the cafeteria, gymnasium and three (3) classrooms at the Harry S Truman Elementary School every Sunday beginning September 30 through November 11, 2012, from 5:00 p.m. to 8:00 p.m. for a strengthening facilities program. Class A—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. accept with regret the resignation of Brenda Boyle as an instructional assistant at the Harry S Truman Elementary School effective at the end of the work day on August 26, 2012. **(Board Information Item 3)**
- \*2. accept with regret the resignation, due to retirement, of Roger McFillin as a guidance counselor at the Salisbury Middle School effective October 1, 2012. **(Board Information Item 4)**
- \*3. accept with regret the resignation of Ernest Gestl as the rifle coach effective retroactive to August 22, 2012. **(Board Information Item 5)**
- \*4. accept with regret the resignation of Shellie Chavez as a part-time cafeteria worker at the Salisbury Middle School effective August 14, 2012. **(Board Information Item 6)**

## XIII. Unfinished Business Committee Reports and Action Items

## C. Personnel Committee: (continued):

- \*5. employ Adrienne Lombo, Allentown, PA, as a 2 hour a day part-time cafeteria worker at the Salisbury Middle School effective retroactive to August 28, 2012 at the first step of the 2012-2013 support staff salary schedule (\$12.52/hour).
- [Current District Employment: Day-to-day substitute cafeteria worker
- Replaces: S. Chavez, resigned]
- \*6. transfer Betty Engle from a part-time cafeteria worker at the Salisbury High School to a 4.75 hours a day part-time evening custodian at the Salisbury Middle School effective September 17, 2012, at the first step of the 2012-2013 support staff salary schedule (\$19.26/hour).
- [Current District Employment: PT cafeteria helper, SHS
- Replaces: S. Judd, transferred]
- \*7. increase the hours of Shawn Judd from a part-time custodian to a full-time custodian effective retroactive to August 17, 2012.
- \*8. transfer Shawn Judd from a part-time evening custodian at the Salisbury High School to a full-time evening custodian at the Harry S Truman Elementary School effective retroactive to August 17, 2012.
- [Replaced: G. Bast, retired]
- \*9. employ Stephen Veszpremi, Allentown, PA, as a part-time evening custodian at the Salisbury High School effective retroactive to August 20, 2012, at the first step of the 2012-2013 support staff salary schedule (\$19.26/hour).
- [Current District Employment: Summer Help & Substitute Custodian
- Replaces: ½ of Malek Nadraws position, retired]
- \*10. approve the attached Memorandum of Understanding between the Salisbury Township School District and the Salisbury Educational Support Personnel Association regarding part-time employees. **(Board Information Item 7)**
- \*11. employ Darien Conrad, Allentown, PA, pending completion of requirements, as a 4.75 hours a day part-time evening custodian at the Salisbury High School effective September 17, 2012, at the first step of the 2012-2013 support staff salary schedule (\$19.26/hr).
- [Replaces: ½ of Malek Nadraws position, retired]

## XIII. Unfinished Business Committee Reports and Action Items

## C. Personnel Committee: (continued):

- \*12. employ Aaron Yetter, Allentown, PA, as a long-term substitute art teacher at the Salisbury High School effective retroactive to August 21, 2012 for the 2012-2013 school term at the 1 B salary step of the 2012-2013 teachers' salary schedule (\$47,352).  
  
[Current District Employment: Day-to-day substitute teacher]
- \*13. approve the request of Kristen Zellner, teacher at Harry S Truman Elementary, for an FMLA for up to 60 days of leave effective tentatively November 10, 2012, as outlined in the Salisbury Township School District's FMLA Policy #435.1.
- \*14. approve Louise Beauchemin as Acting Superintendent from October 1 through October 12, 2012, with an additional stipend of \$86 per day.
- \*15. extend the resolution addendum to Louise Beauchemin's contract through October 12, 2012, for serving as Acting Superintendent of schools. **(Board Information Item 8)**
- \*16. approve the revision on page 5 of the Confidential Secretaries Agreement retroactive to August 8, 2012. **(Board Information Item 9)**
- \*17. approve the following mentors in the district Induction Program for the 2012-2013 school term at the 2012-2013 contractual rate of \$35 per hour:  
  
Jacqueline Miller (20 hours) for Angela Mosley  
Jane Brennan (10 hours) for Robin Burns  
Jennifer Brinson (30 hours) for Aaron Yetter
- \*18. employ the following teachers to provide homebound instruction for Student A:  
  
Ruth Smith – Honors Biology I  
Catherine Meholic – Honors Algebra II  
Robyn Balsai – Honors English 9  
Laura Dos Santos – Spanish I  
Tanya Kennedy – Honors American Cultures
- \*19. employ William Erwin, Hellertown, PA, pending completion of requirements, as the high school play director (fall) for the 2012-2013 school year at the 2012-2013 contractual rate of pay for this position (\$3,336).
- \*20. employ Michael Martrich, Emmaus, PA, as the newspaper advisor (high school) for the 2012-2013 school year at the 2012-2013 contractual rate of pay for this position (\$2,703).

## XIII. Unfinished Business Committee Reports and Action Items

## C. Personnel Committee: (continued):

- \*21. employ Katherine Rossetti, Quakertown, PA, and Vicky Bohning, Allentown, PA, as the key club advisors for the 2012-2013 school year at the 2012-2013 contractual rate of pay to be split equally for this position (\$1,333).
- \*22. employ Michael Sickonic, Allentown, PA, as the junior varsity baseball coach for the 2012-2013 school year at the 2012-2013 contractual rate of pay for this position (\$2,997).
- \*23. employ James Hersh, Allentown, PA, pending completion of requirements, as the assistant swimming coach for the 2012-2013 school year at the 2012-2013 contractual rate of pay for this position (\$2,690).
- \*24. employ Peter Sikalias, Bethlehem, PA, pending completion of requirements, and Charles Matz, Allentown, PA, pending completion of requirements, as the stage crew directors for the 2012-2013 school year at the 2012-2013 contractual rate of pay to be split equally for this position (\$2,117).
- \*25. approve Edward Nesfeder, Allentown, PA, as a volunteer assistant wrestling coach for the 2012-2013 school term without pay and/or benefits.
- \*26. approve Devin Newhard, Allentown, PA, pending completion of requirements, as a volunteer assistant football coach for the 2012-2013 school term without pay and/or benefits.
- \*27. approve the attached list of additions to the following substitute lists:
 

Teacher	<b>(Board Information Item 10)</b>
Emergency Certified Teachers	<b>(Board Information Item 11)</b>
Emergency Certified Nurse	<b>(Board Information Item 12)</b>
Secretarial	<b>(Board Information Item 13)</b>
Cafeteria	<b>(Board Information Item 14)</b>
Custodial	<b>(Board Information Item 15)</b>
- \*28. approve the attached list of deletions to the following substitute lists:
 

Teachers	<b>(Board Information Item 16)</b>
Guest Teachers	<b>(Board Information Item 17)</b>

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

*It is recommended that the Board:*

- \*\*\*1. accept the following policies for final reading and adoption:

Policy 249, Anti-Bullying (**Board Information Item 18**)

Policy 336, Personal Necessity Leave for Administrative Employees  
(**Board Information Item 19**)

Policy 436, Personal Necessity Leave for Non-Administrative Professional  
Employees (**Board Information Item 20**)

Policy 536, Personal Necessity Leave for Support Personnel  
(**Board Information Item 21**)

- 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* Dr. Louise A. Beauchemin

XV. New Business

XVI. Citizens' Inquiries and Comments (General)

XVII. Announcements:

Curriculum & Technology Meeting – Monday, September 24, 2012 – 7:00 p.m. –  
Administration Building

Operations Committee Meeting – Wednesday, October 3, 2012 – 7:00 p.m. –  
Administration Building

Executive Session – Wednesday, October 10, 2012 – 6:30 p.m. –  
Administration Building

Regular Board Meeting – Wednesday, October 10, 2012 – 7:30 p.m. –  
Administration Building

Curriculum & Technology Meeting – Monday, October 29, 2012 – 7:00 p.m. –  
Administration Building

Operations Committee Meeting – Wednesday, November 7, 2012 – 7:00 p.m. –  
Administration Building

Executive Session – Wednesday, November 14, 2012 – 6:30 p.m. –  
Administration Building

Regular Board Meeting – Wednesday, November 14, 2012 – 7:30 p.m. –  
Administration Building

#### XVIII. Board Information

1. Homebound Instruction, Student A
2. Per Capita, 2012-2013
3. Letter dated August 21, 2012, to Mrs. Samide from Mrs. Boyle
4. Letter dated August 27, 2012, to Superintendent from Dr. McFillin
5. Letter dated August 22, to Ms. Deeb from Mr. Gestl
6. Letter dated August 14, 2012, to Mrs. Steiger from Mrs. Chavez
7. MOU between the STSD and the Salisbury Educational Support Personnel Assoc.
8. Extension for the Resolution Addendum to Dr. Beauchemin's Contract
9. Revision to pg. 5 of Confidential Secretaries Agreement
10. Additions to Substitute Teachers' List
11. Additions to Emergency Certified Substitute Teachers' List
12. Additions to Emergency Certified Substitute Nurses' List
13. Additions to Substitute Secretarial List
14. Additions to Substitute Cafeteria List
15. Additions to Substitute Custodial List
16. Deletions List, Substitute Teachers' List
17. Deletions List, Substitute Guest Teachers' List
18. Policy 249, Anti-Bullying
19. Policy 336, Personal Necessity Leave for Administrative Employees
20. Policy 436, Personal Necessity Leave for Non-Administrative Professional
21. Policy 536, Personal Necessity Leave for Support Personnel
22. 3<sup>rd</sup> Day Enrollment Report, 2012-2013
23. Out of School Suspensions, 2011-2012
24. CLIU Minutes, July 16, 2012
25. CLIU Agenda, August 20, 2012
26. LCCC President's Desk, July 2012
27. LCCC President's Desk, August 2012
28. LCCC Minutes, August 2, 2012
29. LCCC Sponsoring School District Update, September 2012
30. LCTI Joint Operating Committee Minutes, June 27, 2012
31. LCTI Joint Operating Committee Agenda, August 22, 2012
32. LCTI Director's Report, August 2012
33. September Newsletter, HST



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**