

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors  
Regular Meeting  
Administration Building

Wednesday, May 14, 2008

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AGENDA

- I. Call to Order by Board President
- II. Pledge of Allegiance
- III. Roll Call
- IV. Student Representatives' Report: Lauren DeSieno  
Tony Abraham
- V. Special Recognitions/Presentations  
Officer Don Sabo – Role as School Resource Officer
- 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. Operations Subcommittee Meeting, April 14, 2008
  - B. Regular Board Meeting, April 16, 2008
  - C. Operations Subcommittee (Budget) Meeting, April 26, 2008
- X. Motion to Approve the Payment of Bills from the Following Funds:
  - A. Total General Fund Expenditures—April 1, 2008 through April 30, 2008 -- \$3,148,524.91
  - B. Total Athletic Fund Expenditures—April 1, 2008 through April 30, 2008 -- \$18,789.40
  - C. Total Capital Improvement Fund Expenditures—April 17, 2008 through  
May 14, 2008 -- \$18,786.35
  - D. Total GOB Project Expenditures—April 17, 2008 through May 14, 2008 -- \$7,354.01
  - E. PA School District Liquid Asset Fund—April 1, 2008 through April 30, 2008 -- \$2,493.21

XI. Motion to Approve the Treasurer's Reports

XII. Report of the Secretary of the Board

XIII. Unfinished Business Committee Reports and Action Items

- A. **Curriculum & Technology Committee** Mrs. Deborah R. Miller, Chair, Curriculum  
Mrs. Cynthia A. Feinberg, Vice Chair, Curriculum

*It is recommended that the Board:*

\*1. approve the attached list of student teachers from Kutztown University for the 1<sup>st</sup> and 2<sup>nd</sup> semester of the 2008-2009 school term. **(Board Information Item 1)**

\*\*\*2. approve the special education report of the District's Strategic Plan for 2008-2014.

- B. **Operations Committee** Mr. Keith A. Reinsmith, Chair  
(Finance, Facilities, Food Services and Mr. James S. Pauloski, Vice Chair  
Transportation)

*It is recommended that the Board:*

\*\*\*1. formally approve the district's proposed final 2008-2009 general fund operating budget reflecting total expenditures in the amount of \$29,114,540 and requiring a real estate tax levy of 43.314 mills. **(Board Information Item 2)**

\*\*\*2. designate general fund balance as of June 30, 2008, in the amount of \$600,000 to provide funding for the advancement of the district technology plan.

\*3. approve the proposal to provide construction observation and materials testing services for the high school synthetic field turf installation. **(Board Information Item 3)**

\*4. approve the attached list of changes to the district's 2007-2008 real estate tax duplicate reflecting a net decrease in assessed value totaling \$23,800.00 **(Board Information Item 4)**

\*5. approve the attached cafeteria account quarterly treasurer's report reflecting an ending cash balance in the amount of \$78,782.38 for the period ending March 31, 2008. **(Board Information Item 5)**

\*6. approve the attached student activity fund financial report reflecting an ending cash balance in the amount of \$150,951.82 as of March 31, 2008. **(Board Information Item 6)**

XIII. Unfinished Business Committee Reports and Action Items

B. *Operations Committee* (continued):

- \*7. approve the attached criteria to establish the Shaleece Martinez Memorial Scholarship Fund. **(Board Information Item 7)**
- \*8. renew the district's sports and student accidental insurance with Mid-Penn Insurance for an annual premium of \$8,241.00.
- \*9. approve the assessment appeal on tax parcel 17-01641678883839-1 as per the Lehigh County Board of Assessment Appeals. **(Board Information Item 8)**

- \*10. approve the following as general fund depositories for 2008-2009:

PA Local Government Investment Trust  
Lafayette Ambassador Bank  
PA School District Liquids Asset Fund  
US Bank  
PNC Bank

- \*11. approve the attached athletic supply bid for 2008-2009 in the amount of \$30,269.12. **(Board Information Item 9)**
- \*12. approve the attached art supply bid for 2008-2009 in the amount of \$6,691.18. **(Board Information Item 10)**
- \*13. 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 Boys' Basketball Booster Club to use the library at the Salisbury High School on April 29, 2008, from 7:30 to 9:00 p.m. for a meeting. Class B—No charge for facility.
  - b. Salisbury Football Booster Club to use the library at the Salisbury High School on May 12, 2008, beginning at 6:30 p.m. for a meeting. Class B—No charge for facility.
  - c. Wilkes University to use 2 classrooms at the Salisbury High School from July 21 to August 7, 2008, as scheduled with the building principal, for graduate courses for area teachers. Class D—Charges: Classrooms--\$50/each/day.

XIII. Unfinished Business Committee Reports and Action Items

C. *Personnel Committee*

Mr. Russell R. Giordano, Chair  
Mrs. Deborah R. Miller, Vice Chair

*It is recommended that the Board:*

- \*1. accept with regret the resignation, due to retirement, of Joanne Mikovich as a teacher at the Western Salisbury Elementary School effective June 17, 2008. **(Board Information Item 11)**
- \*2. accept with regret the resignation, due to retirement, of Kathryn Hoffman as executive secretary to the Superintendent and Assistant Superintendent effective at the end of the work day on September 5, 2008. **(Board Information Item 12)**
- \*3. approve the request of Kristen Zellner, teacher at the Truman Elementary School, for a FMLA effective tentatively August 26, 2008, until approximately October 9, 2008, outlined in the Salisbury Township School District’s FMLA Policy #435.1. **(Board Information Item 13)**
- \*4. increase the time of Elizabeth Gaston from a 60% music teacher to full-time teacher of music at the Salisbury High School effective August 25, 2008.  
  
[Previous district employment: PT (60%) music teacher, HST]
- \*5. employ the following teachers to provide homebound instruction for a student approved at the February School Board meeting.

Marge McGinty  
Natalie Kriner

- \*6. employ the individuals on the attached list for the summer help program for the summer of 2008 at the hourly rate of \$8.00. **(Board Information Item 14)**
- \*7. approve the following volunteer assistant football coaches for the 2007-2008 school term:
 

Jordan Purdy Easton, PA	Jeremy Williams Whitehall, PA
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- \*8. approve the attached lists of additions to the following substitute lists:

Teacher **(Board Information Item 15)**

XIII. Committee Reports (continued):

D. *Policy Committee* Cynthia A. Feinberg, 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 contract agreement between the Carbon Lehigh Intermediate Unit and the Salisbury Township School District effective July 1, 2008 to June 30, 2009 for the driver education program. **(Board Information Item 16)**

C. *Lehigh Carbon Community College* Mr. Thomas F. Mantz

D. *Lehigh Career and Technical Institute* Mr. Keith Reinsmith  
Mrs. Mary L. Ziegler, Alternate

E. *PSBA Legislative Policy Council* Mrs. Deborah R. Miller

F. *Solicitor* Atty. John E. Freund, III

G. *Superintendent* Dr. Mary Anne Wright

XV. New Business

XVI. Citizens' Inquiries and Comments (General)

XVII. Announcements:

Curriculum & Technology Committee Meeting – Monday, May 27, 2008 – 7:00 p.m. –  
Administration Building

Student Activities and Operations Meetings—Monday, June 9, 2008 – 7:00 p.m. –  
Administration Building

Graduation – Sunday, June 15, 2008 – 3:00 p.m. – Allentown Symphony Hall

Executive Session – Wednesday, June 18, 2008 – 6:45 p.m. –  
Administration Building (to discuss personnel issues)

Board Meeting – Wednesday, June 18, 2008 – 7:30 p.m. – Administration Building

XVIII. Board Information

1. List of Kutztown University Student Teachers, 2008-2009 School Term
2. 2008-2009 Proposed Final General Fund Operating Budget
3. Letter dated April 14, 2008, to Mrs. Famularo from CMX
4. Summary of Changes in Assessed Valuation
5. Cafeteria Account Quarterly Treasurer's Report
6. Student Activity Fund Quarterly Financial Report
7. Criteria for Shaleece Martinez Memorial Scholarship
8. Letter dated April 25, 2008 to Mr. Steinmetz from Mr. Streeter
9. Athletic Supply Bid
10. Art Supply Bid
11. Letter dated April 17, 2008, to Dr. Wright from Mrs. Mikovich
12. Letter dated May 5, 2008, to Dr. Wright from Mrs. Hoffman
13. FMLA Request, Zellner
14. Memorandum dated May 5, 2008, from Mr. Brackett
15. Additions, Substitute Teacher List, 2007-2008
16. Letter dated April 8, 2008, and attachment, to Dr. Wright from Mr. Keegan
17. Enrollment Reports: SHS, SMS, HST, WSE
18. Letter dated May 5, 2008, to Mrs. Famularo from Representative Beyer
19. Letter dated April 18, 2008 to Representative Reichley from Mrs. Famularo
20. CLIU Minutes, March 17, 2008
21. CLIU Update, April 2008
22. CLIU Board Briefs, April 21, 2008
23. LCCC President's Desk, March 2008
24. LCCC Update, May 2008
25. LCTI Mid-Month Update, May 2008
26. Email dated May 7, 2008 to Dr. Wright from Ms. Bieber
27. The Falcon Courier, Vo. 28, No. 3, April 24, 2008
28. SHS Honor Roll Lists, 3<sup>rd</sup> Marking Period, 2007-2008
29. The Falcon Focus, Spring 2008
30. May Newsletter, HST
31. May Newsletter, WSE
32. Government 2008 Directory

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**