

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors  
Regular Meeting  
Administration Building

Wednesday, September 19, 2007

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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
- V. Special Recognitions/Presentations

New Staff

Jennifer Aponick – Supervisor of Special Education  
Holly Borthwick – Teacher, SHS  
Bill Brackett – Director of Facilities  
Carly Chiriano – Teacher, SMS  
Jessica Chong – Teacher, SHS  
Sam Hafner – Assistant Principal, SMS  
Heather Piperato – Assistant Principal, SHS  
Adam Legath – Teacher, SHS  
Sherry Wetherhold – Teacher, SHS

Lauren DeSieno, Student Representative to the Board  
Debbie Galbraith, HST PTA President  
Michelle O'Boyle, WSE PTA President

- 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. June 11, 2007 Student Activities Committee Meeting
  - B. August 15, 2007 Board Meeting
  - C. September 10, 2007 Operations Committee Meeting

- X. Motion to Approve the Payment of Bills from the Following Funds:
  - A. Total General Fund Expenditures—August 1, 2007 through August 31, 2007 --  
\$3,819,175.35
  - B. Total Athletic Fund Expenditures—August 1, 2007 through August 31, 2007 --  
\$18,997.45
  - C. Total Capital Improvement Fund Expenditures—August 17, 2007 through  
September 19, 2007 -- \$52,634.54
  - D. Total GOB Project Expenditures—August 17, 2007 through September 19, 2007—\$479.60
- 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
  - 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. approve the attached Amendment to Agreement for Pupil Transportation Services 2005-2015 between Salisbury Township School District and Paragon Transit, Inc. **(Board Information Item 1)**
- \*\*\*2. approve D’Huy Engineering, Inc. to design and develop specifications for Summer 2008 projects. **(Board Information Item 2)**
- \*3. approve the attached list of additions to the district’s 2007-2008 school per capita tax list. **(Board Information Item 3)**
- \*4. approve the 2007-2008 school real estate interim refund in the gross amount of \$140.51 on tax parcel 1703 6416020485151. **(Board Information Item 4)**
- \*5. approve the 2007-2008 school real estate refund in the amount of \$172.38 on tax parcel 1702 6416044240661.
- \*6. approve the September Interim list in the gross amount of \$42,834.38.

## XIII. Unfinished Business Committee Reports and Action Items

B. *Operations Committee* (continued):

- \*7. approve the attached list of changes to the district's 2007-2008 real estate tax duplicate reflecting a net increase in assessed value totaling \$269,750.00. (**Board Information Item 5**)
- \*8. 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. Wilkes University to use the Board Room at the Administration Building on Tuesdays from September 11 to December 4, 2007, from 4:30 to 8:00 p.m. for a class. Class D—Charges: \$50/day.
  - b. SYA to use the lower level of the Administration Building on Mondays to Fridays starting November 5 to March 31, 2008, from 6:00 to 9:00 p.m. for wrestling practice. Class B—No charge for facility.
  - c. Paragon Transit to use the Board Room at the Administration Building on September 25 and November 13, 2007, from 9:00 to 10:30 a.m. for safety meetings for drivers. Class B—No charge for facility.
  - d. SYA to use the old gymnasium/lobby at the Salisbury High School on October 17, 23, and 25, 2007, from 6:30 to 8:00 p.m. for wrestling sign-up. Class B—No charge for facility.
  - e. SYA to use the parking lot and old gymnasium at the Salisbury High School on December 2, 2007, from 9:00 a.m. to 1:00 p.m.; January 6<sup>th</sup> from 9:00 a.m. to 1:00 p.m. and January 20, 2008, from 9:00 a.m. to 3:00 p.m. for wrestling matches. Class B—No charge for facility.
  - f. Cub Pack 146 to use the cafeteria at the Truman Elementary School on September 12, 2007, from 6:00 to 9:00 p.m. for a cub scout sign up. Class B—No charge for facility.
  - g. Minsi Trail Council to use the lobby at the Western Salisbury Elementary School on September 17, 2007, from 6:30 to 8:00 p.m. for a cub scout sign up. Class B—No charge for facility.

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 of Kim Snyder as a special education teacher at the Salisbury Middle School effective September 28, 2007. **(Board Information Item 6)**
  
- \*2. accept with regret the resignation of Gorget Bitar as a cafeteria worker at the Salisbury Middle School effective retroactive to September 12, 2007. **(Board Information Item 7)**
  
- \*3. accept with regret the resignation of Susan Bachman as a part-time instructional assistant at the Western Salisbury Elementary School effective retroactive to August 27, 2007. **(Board Information Item 8)**
  
- \*4. accept with regret the resignation of Julie Werkheiser as a part-time instructional assistant at the Salisbury High School effective retroactive to August 20, 2007. **(Board Information Item 9)**
  
- \*5. approve the following mentor in the district Induction Program for the 2007-2008 school term at the 2007-2008 contractual rate of pay (\$1,147):  
  
Michele Cotugno for Sherry Wetherhold (Business Teacher/IT, SHS)
  
- \*6. employ Sharon L. Busolits, Allentown, PA, pending completion of requirements, as a part-time learning support/regular education instructional assistant, 3-1/4 hours/day, 5 days/week at the Western Salisbury Elementary School effective retroactive to September 4, 2007, at the 1<sup>st</sup> step of the 2007-2008 new hires' salary schedule for instructional assistants (\$11.87/hour).  
  
[Replaces: S. Bachman, resigned]
  
- \*7. employ Sheri Mohry, Allentown, PA, as a part-time library assistant for 3 hours/day, 5 days/week at the Salisbury High School effective retroactive to August 23, 2007, 2<sup>nd</sup> step of the 2007-2008 new hires' salary schedule for library assistants (\$12.56/hour).  
  
Replaces: J. Werkheiser, resigned]

## XIII. Unfinished Business Committee Reports and Action Items

C. *Personnel Committee* (continued):

- \*8. employ Holly Custodio, Nazareth, PA, pending completion of requirements, as a part-time learning support instructional assistant for 4 hours/day, 5 days/week at the Truman Elementary School effective retroactive to September 4, 2007, at the 1<sup>st</sup> step of the 2007-2008 new hirees' salary schedule for instructional assistants (\$11.87/hour).  
  
[Replaces: Y. Davis, resigned]
- \*9. employ Amy Simpson, Alburtis, PA, as the diving coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$1,270).
- \*10. employ Stephen Hilaire, Fountain Hill, PA, as the freshman class advisor for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$1,031).
- \*11. employ Carly Chiriano, Macungie, PA, as the assistant swimming coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$2,526).
- \*12. employ Matt Tobias, Allentown, PA, as the JV girls' tennis coach for the 2007-2008 school term at the 2007-2008 contractual rate of pay for this position (\$1,633).
- \*13. approve the attached additions to the following substitute lists:
 

Teachers	<b>(Board Information Item 10)</b>
Guest Teachers	<b>(Board Information Item 11)</b>
Emergency Teachers	<b>(Board Information Item 12)</b>
Cafeteria Workers	<b>(Board Information Item 13)</b>
Clerical Workers	<b>(Board Information Item 14)</b>
Instructional/Non-Instructional Assistants	<b>(Board Information Item 15)</b>

XIII. Unfinished Business Committee Reports and Action Items

C. *Personnel Committee* (continued):

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

Teachers	<b>(Board Information Item 16)</b>
Nurses	<b>(Board Information Item 17)</b>
Cafeteria Workers	<b>(Board Information Item 18)</b>
Clerical	<b>(Board Information Item 19)</b>
Custodians	<b>(Board Information Item 20)</b>
Instructional Assistants/ Non-Instructional Assistants	<b>(Board Information Item 21)</b>

D. *Policy Committee*

TBD, Chair  
TBD, Vice 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. 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, September 24, 2007 – 7:00 p.m. –  
Administration Building

Operations Committee Meeting – Monday, October 8, 2007 – 7:00 p.m. –  
Administration Building

Executive Session – Wednesday, October 17, 2007 – 6:45 p.m. –  
Administration Building (to discuss personnel issues)

Date of Regular Board Meeting – Wednesday, October 17, 2007 – 7:30 p.m. –  
Administration Building

Curriculum & Technology Committee Meeting – Monday, October 29, 2007 – 7:00 p.m. –  
**Lehigh Carbon Community College, Alumni Center**

XVIII. Board Information

1. Amendment to Agreement for Pupil Transportation
2. Recommended Summer 2008 Projects
3. Per Capita List, 2007-2008
4. County of Lehigh, Tax Duplicate Correction
5. Summary of Changes in Assessed Valuation
6. Letter dated September 11, 2007, to Dr. Wright and Board from Mrs. Snyder
7. Letter dated August 21, 2007, to Mrs. Steiger from Ms. Bitar
8. Letter dated August 9, 2007, to Mrs. Pflingstler from Ms. Bachman
9. Letter dated August 20, 2007, to Ms. Morningstar from Ms. Werkheiser
10. Additions, Substitute Teachers' List
11. Additions, Substitute Guest Teachers' List
12. Additions, Substitute Emergency Substitute Teachers' List
13. Additions, Substitute Cafeteria Workers' List
14. Additions, Substitute Clerical List
15. Additions, Substitute Instructional/Non-Instructional Assistants' List
16. Deletions, Substitute Teachers' List
17. Deletions, Substitute Nurses' List
18. Deletions, Substitute Cafeteria Workers' List
19. Deletions, Substitute Clerical List
20. Deletions, Substitute Custodians' List
21. Deletions, Substitute Instructional/Non-Instructional Assistants' List
22. Letter dated August 22, 2007, to Mrs. Famularo from Mr. Allwein
23. 3<sup>rd</sup> Day Enrollment Report, 2007-2008
24. CLIU Minutes, July 16, 2007
25. CLIU Board Briefs, August 20, 2007
26. LCCC President's Desk, July 2007

XVIII. Board Information (continued):

- 27. LCCC Sponsoring School District Update, September, 2007
- 28. September Newsletter, HST
- 29. September Newsletter, WSE
- 30. STSD Calendar, 2007-2008

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**