

SALISBURY TOWNSHIP SCHOOL DISTRICT
Minutes of Board of School Directors Meeting

December 3, 2007

A regular meeting of the Board of School Directors of the Salisbury Township School District was called to order by Mr. Giordano at 7:38 p.m. on Monday, December 3, 2007, in the Administration Building, 1140 Salisbury Road, Allentown, PA.

Pledge of Allegiance

Board Members Present: Mrs. Feinberg, Mr. Frankenfield, Mr. Giordano, Mrs. Heffelfinger, Mr. Mantz, Mrs. Miller, Mr. Pauloski, Mr. Reinsmith, and Mrs. Ziegler

Also Present: Mrs. Famularo, Mrs. Homiak, Attorney Roddick, and Dr. Wright

Also Absent: Attorney Freund

Student Representative Report

Lauren DeSieno and Tony Abraham updated the Board members on some of the activities underway at the high school. The Key Club recently held a holiday flower sale with the proceeds going to families in need. The Key Club will be holding a bingo party at Cedarbrook for the senior citizens. The club is also collecting usable items for Christmas which will be given to homeless people in various shelters.

breakfast SGA will be holding a breakfast this Friday and hopefully will sponsor a

every other Friday. The proceeds will help defray costs for Model UN. Penny Wars is underway and proceeds benefit needy families. SGA will be hosting a Dodgeball Tournament on January 12, 2008.

Preparations are starting for the Mr. Salisbury pageant. The first issue of the school newspaper has been published.

Special Recognitions/ Presentations

Dr. Wright presented Mr. Giordano with a certificate from PSBA for having served 8 years as a school board member. Dr. Wright stated Mr. Giordano has served the students, school district and community with dedication. The Board members, administration and audience congratulated Mr. Giordano.

Changes to Agenda

None

Approval of Agenda

Motion by Reinsmith, seconded by Heffelfinger, to approve the regular agenda:

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Citizens' Inquiries
And Comments
Regarding Agenda Items

None

Approval of Minutes

Motion by Mantz, seconded by Pauloski, to approve the minutes of:

A. November 14, 2007 Board Meeting

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Presentation of Bills

Motion by Pauloski, seconded by Reinsmith, to approve the following expenditures:

- A. Total General Fund Expenditures—November 1, 2007 through November 30, 2007 -- \$725,206.43
- B. Total Athletic Fund Expenditures—November 1, 2007 through November 30, 2007 -- \$25,891.94
- C. Total Capital Improvement Fund Expenditures—November 15, 2007 through December 3, 2007 -- \$0
- C. Total GOB Project Expenditures—November 15, 2007 through December 3, 2007 -- \$0

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Treasurer's Report

Due to the early date of the December meeting, there will not be a Treasurer's Report to approve. Both the November and December Treasurer's reports will be on the agenda in January for approval.

Secretary of Board Report

Mrs. Famularo informed the Board members at the November Operations meeting that Public Financial Management (PFM) was looking towards a bond sale to refinance the GOB Series of 2003 bonds as the market appeared to be moving downward towards the savings goal of \$85,000. Since that time the markets have been somewhat volatile and we cannot yet achieve our required savings. At the October Board meeting approval was given for the financing team to move forward and prepare the bond documents for the sale. Now that the task is complete PFM will watch the markets closely to take advantage of favorable conditions.

Our annual district insurance renewal package is on the agenda for approval this evening. The renewal cost is \$115,176 which is within the budgeted amount.

Act 7 of 2007 changes the name of the Occupational Privilege tax or OPT to the Local Services tax or LST. This act also limits the amount of tax the school district can collect from \$10.00 to \$5.00. The financial loss to the district is approximately \$66,000. There is a resolution on the agenda for approval tonight.

SB777 allows school districts to continue to use third party delinquent real estate tax collectors as opposed to the requirement of turning delinquencies over to the county for collection. The Senate has passed the bill. It will now go to the House of Representatives for approval.

Representative Karen Beyer has sponsored HB446 which would require PDE to take over full funding of cyber charter schools. Amendment A03964 was negotiated and incorporates the governor's administration funding proposal that would create a new, statewide cyber charter tuition rate based on the cyber charter school's actual expenditures. It is expected that most school districts will experience a decreased per student payment. Despite the efforts of Rep. Beyer and PSBA full funding was not agreeable to the governor and his administration.

A. Curriculum &
Technology Committee

Mrs. Miller announced that there was a Curriculum meeting held on Tuesday, November 27th in the administration building. At that meeting an extensive update on the curriculum review process in particular the non-core areas of phys ed and health, art, and music was presented. We will need to have several issues cleared up to have a motion on the January agenda for approval. Mrs. Miller then asked Dr. Beauchemin to give a brief review to the Board members and answer any questions. Dr. Beauchemin told the Board the committee would like to try and create some equity among the non-core areas in terms of providing our students with choices and options to avail themselves of the various electives in these areas based on interest, student choice and their particular Career Pathway.

A. Curriculum & Technology Committee (continued)

Based on student interest we are proposing an expanded art curriculum for 2007-2008. In order to provide this it would require an additional full-time art teacher to be added to our staff.

The third recommendation is to revise some of the music courses based on student data and input about having more performance based types of courses. We are not looking to add more courses but more to update or replace existing courses.

Motion by Miller, seconded by Feinberg to approve Items A-1 and A-2 on the agenda:

A-1. Kutztown University Student Teachers approve the attached lists of student teachers from Kutztown University. **(Board Information Item 1)**

A-2. Homebound Instruction approve homebound instruction for Student A for the length of time designated by the student’s physician. **(Board Information Item 2)**

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

B. Operations Committee

Mr. Reinsmith was happy to report that the interim work on the stadium field has been completed and we are now waiting for the cover to be delivered. He was assured we would have a nice field in the spring. There is an Operations committee meeting scheduled for December 10th and the main topic of that meeting is the preliminary budget discussion. A Student Activities meeting is scheduled for December 20th and we will talk more on the stadium field at that meeting.

Motion by Reinsmith, seconded by Mantz, to approve Items B-1 to B-5f on the regular agenda:

Mr. Pauloski questioned the verbiage in Item B-1, the Resolution for the sale of unused and unnecessary equipment. The items are being sold on an “as is, where is” basis. Is this resolution flexible enough for example, the pianos since they are so heavy is the buyer coming into the building and picking them up or are our district employees taking the items to a loading dock for pickup? After Board discussion, it was agreed to authorize the administration to examine the best option for people to retrieve the items purchased and authorize the administration to revise the verbiage in #6 of the Sealed Bid Instructions if the Resolution for the sale of the equipment is approved.

UNFINISHED BUSINESS (continued)B. Operations Committee (continued)

Mr. Pauloski asked for clarification on Item # B-4, the LST Tax Resolution. He asked if there is a minimum age requirement for someone to pay the LST tax. Attorney Roddick explained that Act 7 is not based on age but on all persons working in the boundaries of Salisbury Township. Mr. Giordano explained that LST tax now limits the amount the district can collect from this tax. Prior to Act 7, the district collected \$10.00/person that amount now has been reduced to \$5.00/person. Also the threshold is changing from \$5,000 to \$12,000.

B-1. Resolution for Sale of Unused & Unnecessary Equipment adopt the resolution for the sale of unused and unnecessary equipment within the district. **(Board Information Item 3)**

B-2. Per Capita Additions approve the attached list of additions to the district's 2007-2008 school per capita list. **(Board Information Item 4)**

B-3. Insurance Renewal approve the renewal of the District's insurance coverage effective January 7, 2008, thru January 7, 2009, as presented by the Hilb Rogal & Hobbs, agent, as follows:

<u>COVERAGE</u>	<u>COMPANY</u>	<u>PREMIUM</u>
Package Policy	PSBA/ACE-USA	\$75,495
Automobile	PSBA/ACE-USA	Included
Boiler & Machinery	Hartford Steam Boiler	\$ 4,643
School Board Legal	AIG/National Union	\$15,333
Umbrella	PSBA/Old Republic	\$19,705

B-4. Local Services Tax Resolution approve the resolution of Salisbury Township School District to amend the existing Salisbury Township School District's Emergency and Municipal Services Tax Resolution for purposes of changing the name of the Emergency and Municipal Service Tax to the "Local Services Tax" and for compliance with exemption requirements pursuant to Act 7 of 2007 of the general assembly of Pennsylvania. **(Board Information Item 5)**

B-5. 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. Salisbury Boys' Basketball Booster Club to use the library at the Salisbury High School on November 19, 2007, from 6:30 to 8:30 p.m. for a meeting. Class B—No charge for facility.
- b. Football Booster Club to use the library at the Salisbury High School on

November 27, 2007, beginning at 7:00 p.m. for a meeting. Class B—No charge for facility.

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UNFINISHED BUSINESS (continued)

B. Operations Committee (continued)

- c. Falcon Wrestling Club to use the cafeteria, kitchen (preparing and serving areas), parking lot, old gymnasium and new gymnasium at the Salisbury High School on April 4 from 5:00 to 10:00 p.m. and April 15, 2008, from 6:00 a.m. to 9:00 p.m. for a wrestling tournament. Class B—No charge for facility.
- d. Salisbury Varsity Swim Team Booster Club to use the library at the Salisbury Middle School on November 27, 2007, beginning at 7:00 p.m. for a parent meeting. Class B—No charge for facility.
- e. HST PTA to use the cafeteria at the Truman Elementary School on November 8, 2007, from 3:15 to 4:30 p.m. for parents to pick up cards. Class B—No charge for facility.
- f. Girl Scouts of E. PA to use the cafeteria at the Truman Elementary School on November 29, 2007, from 6:00 to 8:30 p.m. for a Brownie get together. Class B—No charge for facility.

gift

together.

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

C. Personnel Committee

Motion by Miller, seconded by Pauloski, to approve Items C1 to C-15 on the regular and supplemental agendas:

C-1. Lerew Resignation

accept with regret the resignation of Christine Lerew as part-time music choral teacher and choral director at the Salisbury High School effective no later than January 18, 2008. **(Board Information Item 6)**

C-2. Roberts Resignation

accept with regret the resignation of Cheryl L. Roberts as a part-time instructional assistant at the Western Salisbury Elementary School effective retroactive the end of the workday on November 28, 2007. **(Board Information**

to
Item 7)

C-3. Recke Mentor

approve the following mentor in the district Induction Program effective December 3, 2007 for the remainder of the 2007-2008 school term at the 2007-2008 contractual rate of pay (\$1,147) which is to be prorated from now to June, 2008:

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UNFINISHED BUSINESS (continued)

C. Personnel Committee (continued)

C-4. Scholl Homebound Instructor employ Peggy Scholl to provide homebound instruction for Student A in the following areas: reading, English, math, social studies, and science.

C-5. Smith Transfer approve the transfer Janet Smith to the Middle School as a 10-month clerk typist effective December 10, 2007.

[Current District Employment: PT Clerk Typist, SHS, Student Activities Office

Replaces: E. Lebo, resigned]

C-6. Peckelun Transfer approve the transfer of Linda Peckelun to the Salisbury Middle School as a 12-month guidance secretary effective date to be determined.

[Current District Employment: Secretary, Special Education, Ad Bldg.

Replaces: V. Dominko, retiring]

C-7. Front Desk Secretary Job Description approve the proposed job description for Secretary (Front Desk: Administrative Office). **(Board Information Item 8)**

C-8. Kirk Salary Adjustment adjust the salary of Jennifer Kirk to reflect the change in her position from front desk clerk-typist to secretary effective retroactive to July 1, 2007 at the 2nd step of the 2007-2008 new hires' salary schedule for secretaries (\$15.69/hour).

C-9. Substitute List Additions approve the attached additions to the following substitute lists:

Emergency Teachers **(Board Information Item 9)**

Clerks **(Board Information Item 10)**

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

A. Allentown Public Library No Report

B. Carbon Lehigh
Intermediate Unit

Mrs. Ziegler reported that as part of a reorganizational plan the CLIU has appointed an assistant to the executive director, a director of transportation and a coordinator of educational technologies.

The CLIU Board was presented with the proposed Operations, Special Programs & Services Cost Projections, and Transportation budgets for 2008/2009. The IU general operating budget was approved by the superintendents' advisory council and the IU Board. The budget will now be sent to the participating school districts for approval.

C. Lehigh Carbon
Community College

No Report

D. Lehigh Career and
Technical Institute

No Report

E. PSBA Legislative
Policy Council

Mrs. Miller reported that HB446 is scheduled to be voted upon next Wednesday in the Education Committee. She did send e-mails to the state education committee in support of this bill on behalf of the district.

The Open Records Bill would include school districts and career and technical colleges. As part of this bill we would have to appoint an open records officer to manage the requests that are expected.

F. Solicitor's Report

No Report

G. Superintendent's Report

Dr. Wright presented to the Board some additional information relative to the Costing Out Study the Board of Education released last month. The study indicates that PA school districts have a shortfall in subsidy of \$4.61 billion to reach desired goals. The inadequacies of the results also identified additional spending goals for students with disabilities, students living in poverty, and students having limited English skills. The study identified costs to recognize enrollment growth and decline over 5 years. The study showed that 475 school districts, including Salisbury, are spending less than the determined adequacy level. However, figured into our cost per pupil is approximately \$1,500 which represents KidsPeace flow-through dollars. Although Dr. Wright feels certain the published report will not be adjusted she is voicing our concern to be made part of the record. Dr. Wright is meeting with Representative Beyer next week to inform her of this situation and ask for her support. Dr. Wright is also sending a letter to the state board of education explaining that we are the only school district in the state that has such a relationship with an entity like KidsPeace. Other providers similar to Kidspeace receive their flow-through dollars through an IU which has an accounting mechanism in place and recognized by the state to handle such

funds. Mrs. Famularo has been in contact with the state comptroller's office to

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G. Superintendent's Report (continued)

establish a special account for this funding. That may eliminate the inflated cost/pupil in the future. If the state would adequately fund schools with the \$4.61 billion they are under funded, Salisbury could stand to lose that \$1,500 which at today's figures and enrollment would be \$2.7 million. We are happy with our relationship with KidsPeace. We provide a service for them and in return they provide some services for us. We do not want our relationship with KidsPeace to end, but would like to have this flow through money recognized in a different manner.

HB2018 is a bill introduced by Representative Freeman of Northampton County. The bill would provide an annual revenue sharing program for municipalities relating to tax exempt property such as hospitals, airports, etc. School districts are not included in the definition of municipalities. Attorney Freund and Dr. Wright are trying to have our representatives hear Salisbury's need to be included in the municipality definition and they want to know why school districts were not included. Dr. Wright will be discussing this topic with Representative Beyer when they meet next week.

districts
Representative

Dr. Wright told the Board that the December 10th Operations committee meeting will basically be a very preliminary budget meeting. The Board will be presented with a macro view of the budget. At the end of the presentation, a decision will need to be made. There are 2 options. The first is that we certify to make the budget work with the index. This would require Board action before January 3rd.

Operations
and recommend

A special Board meeting will be advertised to immediately follow the meeting if the Board members feel they have enough information

to stay within the index of 4.4%. If the Board needs more time to make a decision, we can open the special meeting and table the issue. We would then advertise a special meeting after the Student Activities meeting on December 20th to take Board action. The second option would be that the administration recommend the preliminary budget using some exceptions similar to what we did last year under Act I guidelines. If the Board is agreeable to that

recommendation,
action to approve
Board meeting.

we do not need a special meeting. The Board would then take the preliminary budget using exceptions at the January 16th

There is a Student Activities meeting scheduled for Thursday, December 20th. We will be hearing a report from a community group that is formalizing a plan to raise fund to offset the cost between a natural and artificial surface on our stadium field.

New Business

Mr. Giordano announced that the next District newsletter is slated to be mailed either the end of January or beginning of February. If any Board member has suggestions or ideas for the content, please let Dr. Wright know.

New Business (continued)

Mrs. Feinberg asked Dr. Wright if she could add to the agenda when meeting with Representative Beyer the possibility of assisting Salisbury with funding from the state for our stadium field.

Mr. Giordano stated that the Negotiations Committee is obligated to have some preliminary discussion with the support staff by January 10th since their contract is expiring June 30, 2008.

Citizen's Inquiries
And Comments

None

Announcements

Operations Committee Meeting (preliminary budget discussion)—Monday, December 10, 2007—7:00 p.m. – Administration Building

Student Activities Committee Meeting -- Thursday, December 20, 2007 – 7:00 p.m. – Administration Building

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

Operations Committee Meeting – Monday, January 14, 2008 – 7:00 p.m. – Administration Building

Executive Session – Wednesday, January 16, 2008 – 6:45 p.m. – Administration Building (to discuss personnel issues)

Board Meeting – Wednesday, January 16, 2008 – 7:30 p.m. – Administration Building

Curriculum & Technology Committee Meeting – Monday, January 28, 2008 – 7:00 p.m. – Administration Building

Board Information

1. Lists of Student Teachers, Kutztown University
2. Homebound Instruction, Student A
3. Resolution for Unused and Unnecessary Equipment
4. Per Capita Tax List -2007-2008

5. STSD Tax Resolution
6. Letter dated November 19, 2007, to Dr. Wright from Mrs. Lerew
7. Letter dated November 21, 2007, from Mrs. Roberts
8. Proposed Job Description, Secretary, Administrative Office
9. Additions, Substitute Emergency Substitute Teachers' List

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Board Information (continued)

10. Additions, Substitute Clerical List
11. Enrollment Reports: SHS, SMS, HST, WSE
12. Proposed Revised Policy 103 (Nondiscrimination in School and Classroom Practices)
13. Proposed Revised Policy 209 (Health Examinations/Screenings)
14. Proposed Revised Policy 246 (Student Wellness)
15. Minutes, CLIU Board of Director, October 15, 2007
16. CLIU Board Briefs, November 19, 2007
17. Note to Dr. Wright from Mrs. Bolton and attachment
18. Email from M. Deeb re sports chatter
19. The Falcon Courier, Vol. 28, No. 1, November 21, 2007
20. The Falcon Focus, Fall 2007
21. STSD Personnel Directory, 2007-2008
22. December Newsletter, HST
23. December Newsletter, WSE

Adjournment

Motion by Mantz, seconded by Reinsmith, to adjourn the meeting at 8:43 p.m.

VOTE:	YES	--	<u>9</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>0</u>

Motion carried.

Susan H. Famularo
Board Secretary

Ann E. Homiak
Assistant to Board Secretary