

SALISBURY TOWNSHIP SCHOOL DISTRICT

Board of School Directors Regular Meeting Administration Building

Wednesday, November 15, 2006—7:30 P.M.

AGENDA

- I. Call to Order by Board President
- II. Pledge of Allegiance
- III. Roll Call
- IV. Student Representative's Report – George Holzer
Melissa Baumert
Michelle Fritchman
- V. Special Recognitions/Presentations
- VI. Citizen's Inquiries and Comments Pertaining to Agenda Items
- VII. Minutes: October 18, 2006, Regular Meeting
 October 23, 2006, Building, Grounds, Transportation/Finance Subcommittee Meeting
 October 30, 2006, Curriculum Subcommittee Meeting
- VIII. Motion to Approve Agenda
- IX. Presentation of Bills

 Total Expenditures 10/01/06 through 10/31/06 – \$1,860,826.83

 Total Athletic Fund Expenditures 10/01/06 through 10/31/06 – \$42,781.19

 Total Capital Improvement Fund Expenditures – 10/19/06 through 11/15/06 – \$0

 Total GOB Project Expenditures 10/19/06 through 11/15/06 – \$43,283.45
- X. Treasurer's Reports
- XI. Secretary of Board

XII. Unfinished Business (Committee Reports)

- A. Education Committee-----Mrs. Deborah R. Miller, Chair
- Curriculum Subcommittee-----Mrs. Deborah R. Miller, Chair
Mrs. Cindy Feinberg, Vice Chair
- Technology Subcommittee-----Mr. Thomas F. Mantz
- Student Activities Subcommittee-----Mr. James S. Pauloski, Chair
TBD, Vice Chair

It is recommended that the Board:

- *1. approve homebound instruction for Student A for the amount of time designated by the student's physician. **(Board Information Item 1)**

- ***2. approve the following educational tour:

Junior Class/Gov't. Students to Washington, DC from April 19-21, 2007

- B. Finance Committee----- Mr. James S. Pauloski, Chair
- Budget Subcommittee-----TBD, Chair
TBD, Vice Chair
- Building, Grounds, and
Transportation Subcommittee-----Mr. Keith A. Reinsmith, Chair
Mr. George J. Gatani, Vice Chair

It is recommended that the Board:

- ***1. designate General Fund Balance as of June 30, 2006, to provide future severance payments to employees in the amount of \$794,587.
- *2. approve the attached Lehigh Career & Technical Institute Resolution to reopen the 2006-2007 General Fund Operating Budget. **(Board Information Item 2)**
- *3. approve the attached Year-End Budget Transfers for the Fiscal Year Ended June 30, 2006. **(Board Information Item 3)**
- *4. approve the revised assessment on tax parcel 1702 641664978339-1 for the 2004 and 2005 tax years as attached. **(Board Information Item 4)**
- *5. approve the exoneration of Portnoff Associates from the collection of the 2005 school real estate tax on parcel #1701 641687750984-7. **(Board Information Item 5)**

XII. Unfinished Business (Committee Reports):

B. Finance Committee (continued):

- *6. approve Fidelity Investments as an additional service provider for employee contributions to 403(b) Retirement Programs. **(Board Information Item 6)**
- *7. approve the attached cafeteria account quarterly treasurer's report reflecting an ending cash balance in the amount of \$105,022.49 for the period ending September 30, 2006. **(Board Information Item 7)**
- *8. approve the attached student activity fund financial report reflecting an ending cash balance in the amount of \$124,681.59 as of September 30, 2006. **(Board Information Item 8)**
- *9. approve the attached list of changes to the district's 2006-2007 real estate tax duplicate reflecting a net decrease in assessed value totaling \$22,300.00. **(Board Information 9)**
- *10. approve the proposal from Xerox for the lease of a Xerox 265H copier for the Administration Building at a cost of \$725.00/month including maintenance for 48 months. **(Board Information Item 10)**
- *11. approve the attached list of additions to the district's 2006-2007 school per capita tax list. **(Board Information Item 11)**
- *12. 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 lower level (wrestling room) of the Administration Building every Monday, Tuesday, Thursday and Friday from October 30, 2006 to March 16, 2007, from 6:30 to 9:00 p.m. for wrestling practice. Class B—No charge for facility.
 - b. Paragon Transit to use the Board Room of the Administration Building on November 7, 2006, from 9:00 to 10:30 a.m. for a safety meeting for school bus drivers. Class B—No charge for facility.
 - c. Salisbury Youth Association—Cheerleading to use the old gymnasium at the Salisbury High School on October 19, 2006, from 6:00 to 7:30 p.m. for cheerleading practice. Class B—No charge for facility.
 - d. Salisbury Youth Association—Wrestling to use a classroom at the Salisbury High School on October 19 and 25, 2006, from 6:00 to 7:30 p.m. for wrestling signups. Class B—No charge for facility.

XII. Unfinished Business (Committee Reports)

B. Financial Committee (continued):

*12. (continued):

- e. Salisbury High School Swim Booster Club to use the library at the Salisbury High School on October 30, 2006, from 7:00 to 8:30 p.m. for a meeting. Class B—No charge for facility.
- f. Salisbury Football Booster Club to use the library at the Salisbury High School on November 8, 2006, from 7:00 to 9:00 p.m. for a meeting. Class B—No charge for facility.
- g. Harry S Truman PTA to use the parking lot and multi-purpose room at the Truman Elementary School on November 14-16 from 12:00 to 2:00 p.m. (display windows); November 20-22 from 6:00 to 8:00 p.m. (school store); November 28-30 from 6:00 to 8:00 p.m. (Main SGI); and December 4-11, 2006, all day (Main SGI) for the holiday gift shop, pricing merchandise, setup and shopping for the students. Class B—No charge for facility.
- h. Salisbury Twirlers to use the auditorium at the Truman Elementary School on Saturdays beginning December 2, 2006 and ending January 20, 2007, from 10:00 a.m. to 3:00 p.m. for twirling practice. Class B—No charge for facility.

C. Personnel Committee-----Mr. Russell R. Giordano, Chair

Policy Subcommittee-----Mrs. Deborah R. Miller, Chair
Mr. James S. Pauloski, Vice Chair

Employment Subcommittee/Act 93-----Mr. Russell R. Giordano, Chair
Mrs. Deborah R. Miller, Vice Chair

Contract Negotiations/
Administration Subcommittee-----Mr. Russell R. Giordano, Chair
Mr. James S. Pauloski, Vice Chair

It is recommended that the Board:

- *1. approve the attached Memorandum of Understanding between the Salisbury Township School District and the Salisbury Educational Support Personnel Association regarding Susan Jacobs. **(Board Information Item 12)**

XII. Unfinished Business (Committee Reports)

C. Personnel Committee (continued):

- *2. modify the hourly rate to \$20.99 for Wayne Covely for temporarily filling the position as assistant director of maintenance beginning October 31, 2006, per the agreement between ESPA and Salisbury Township School District.
- *3. modify the hourly rate to \$19.08 for Brian Covely for temporarily filling the position of utility maintenance at the Truman Elementary School beginning October 31, 2006, per the agreement between ESPA and Salisbury Township School District.
- *4. employ the following teachers to provide homebound instruction for Student A:
 - Kim Snyder – Social Studies/Science
 - Jennifer Kowalski – Math/Reading
 - Kelly Butterbaugh – English
- *5. employ Marisol Skibinski, 606 Scholl Avenue, Bethlehem, PA 18015, as a cafeteria helper at the Harry S Truman Elementary School for 2 hours/day, 5 days/week effective retroactive to October 24, 2006, at the 1st step of the 2006-2007 hires' salary schedule for cafeteria helpers (\$9.72/hour).

[Replaces: J. Colon, resigned to take PT clerk-typist position at Ad. Bldg.]

Current District Employment: Per diem substitute cafeteria helper]
- *6. transfer Debra Laczo, 779 Public Road, Bethlehem, PA 18015, to the 4 hours/day, 5 days/week cafeteria helper position at the Salisbury Middle School effective retroactive to October 24, 2006, at the 3rd step of the 2006-2007 new hires' salary schedule for cafeteria helpers (\$10.87/hour).

[Replaces: Gorget Bitar, transferred to the 4.5 hours/day position, SMS]

Current District Employment: 3 hour/day cafeteria helper, SMS]
- *7. employ Gregg Laub as the JV girls' tennis coach for the 2006-2007 school term at the contractual rate of pay for this position (\$1,598).
- *8. employ Richard Babyak as the JV boys' soccer coach for the 2006-2007 school term at the contractual rate of pay for this position (\$2,570).
- *9. employ Barry Frick as the JV girls' soccer coach for the 2006-2007 school term at the contractual rate of pay for this position (\$2,570).
- *10. employ Samantha Dorney, 1632 Hillcrest Avenue, Bethlehem, PA 18015, pending completion of requirements, as a rifle coach for the 2006-2007 school term at the contractual rate of pay for this position (\$2,663).

XII. Unfinished Business (Committee Reports)

C. Personnel Committee (continued):

- *11. employ Stanley Griffis as the director for the MS Concert Band (Before School) at a salary of \$1,683 and director of the HS Concert Band (After School) at a salary of \$957 effective immediately for the 2006-2007 school term.
- *12. approve the following volunteer assistant rifle coaches for the 2006-2007 school term without pay and/or benefits:
- | | |
|--|---|
| Paul Dorney
1557 Seidersville Road
Bethlehem, PA 18015 | Donna Dorney
1557 Seidersville Road
Bethlehem, PA 18015 |
|--|---|
- *13. approve the following volunteer assistant MS girls' basketball coaches, pending completion of requirements, for the 2006-2007 school term without pay and/or benefits:
- | | |
|---|--|
| Harry Remaley
2658 E. Texas Blvd.
Allentown, PA 18103 | Jack Undercuffler
3568 Pleasant Road
Allentown, PA 18103 |
|---|--|
- *14. approve the following volunteer assistant wrestling coaches for the 2006-2007 school term without pay and/or benefits:
- | | |
|---|---|
| Donnie Stratton
2445 Honeysuckle Road
Bethlehem, PA 18015 | Ethan Brownback
Waldheim Park, Box #7
Allentown, PA 18103 |
|---|---|
- Matt Roncolato
2240 S. Ellsworth Street
Allentown, PA 18103
- *15. approve Bob Wootsick, 337 Chapel Avenue, Allentown, PA 18103, as a volunteer assistant Varsity/JV boys' basketball coach for the 2006-2007 school term without pay and/or benefits.
- *16. approve the attached list of volunteers for the Western Salisbury Elementary School for the 2006-2007 school term. **(Board Information Item 13)**
- *17. approve the attached list of volunteers for the Harry S Truman Elementary School for the 2006-2007 school term. **(Board Information Item 14)**
- *18. approve the attached list of volunteers for the Salisbury Middle School for the 2006-2007 school term. **(Board Information Item 15)**
- *19. approve the attached addendum dated November 15, 2006, to the substitute teachers' list. **(Board Information Item 16)**

XII. Unfinished Business (Committee Reports)

C. Personnel Committee (continued):

*20. approve the attached substitute emergency teachers' list dated November 15, 2006. **(Board Information Item 17)**

*21. approve the attached addendum dated November 15, 2006, to the substitute secretaries' list. **(Board Information Item 18)**

D. Allentown Public Library-----Mrs. Norma A. Cusick
(Non-Board Member)

E. Carbon Lehigh Intermediate Unit-----Mrs. Mary L. Ziegler
TBD (Alternate)

F. Lehigh Carbon Community College-----Mr. Thomas F. Mantz

G. Lehigh Career and
Technical Institute-----Mr. Keith A. Reinsmith
Mrs. Mary L. Ziegler

H. PSBA Legislative Policy Council-----Mrs. Deborah R. Miller

XIII. Solicitor's Report-----Atty. John E. Freund, III

XIV. Superintendent's Report-----Dr. Mary Anne Wright

XV. New Business

XVI. Citizen's Inquiries and Comments (General)

XVII. Announcements:

Grade Configuration Meeting – Wednesday, November 8, 2006, – 7:00 p.m. –
Administration Building

Tax Study Commission Meeting – Monday, November 13, 2006 – 7:00 p.m. –
Administration Building

Building, Grounds, Transportation/Finance Meeting – Monday, November 20, 2006 –
7:00 p.m. – Administration Building

XVII. Announcements (continued):

Curriculum Subcommittee Meeting – Tuesday, November 28, 2006 – 7:00 p.m. –
Administration Building

Executive Session – Monday, December 4, 2006 – 6:45 p.m. –
Administration Building (to discuss personnel issues)

Date of Reorganization Meeting – Monday, December 4, 2006 – 7:30 p.m. –
Administration Building

Date of Regular Meeting – Monday, December 4, 2006 – 7:30 p.m. –
Administration Building

Building, Grounds & Finance Meeting – Monday, December 11, 2006 – 7:00 p.m. –
Administration Building

XVIII. Board Information

1. Homebound Instruction, Student A
2. Letter dated August 28, 2006, to Superintendents from Dr. Hornberger and Mr. Hensinger
3. Year-End Budget Transfers
4. Letter dated May 19, 2006, to Mr. Kahler from Mr. Martucci
5. Letter dated October 20, 2006, to Mr. Kistler from Mr. Martucci
6. Service Provider Agreement for 403(b)
7. Cafeteria Account Quarterly Treasurer's Report, September 30, 2006
8. Student Activity Fund Quarterly Financial Report, September 30, 2006
9. Summary of Changes in Assessed Valuation
10. Memorandum dated October 30, 2006, to Board of Education from Mrs. Famularo
11. Additions, Per Capita Tax List, 2006-2007
12. Memorandum of Understanding, SESPA
13. WSE Volunteer List, 2006-2007
14. HST Volunteer List, 2006-2007
15. SMS Volunteer List, 2006-2007
16. Addendum, Substitute Teachers' List, 2006-2007
17. Addendum, Emergency Substitute Teachers' List, 2006-2007
18. Addendum, Substitute Secretaries' List, 2006-2007
19. SHS, SMS, HST, WSE Enrollment Report, September 2006
20. Grade Configuration Documents
21. Summary Budget Report, October 31, 2006
22. Revenue Budget Report, October 31, 2006
23. CLIU Minutes, September 18, 2006
24. CLIU Update, October 2006

XVIII. Board Information (continued):

25. CLIU Board Briefs, October 16, 2006
26. LCCC President's Desk, September 2006
27. Email: Re: Athletics
28. HST Newsletter, November 2006
29. WSE Newsletter, November 2006

XIX. Adjournment

- * **ADMINISTRATIVE RECOMMENDATION, NO PRIOR BOARD KNOWLEDGE**
- ** **BOARD PRESIDENT OR COMMITTEE CHAIR AND ADMINISTRATIVE RECOMMENDATION**
- *** **BOARD COMMITTEE AND ADMINISTRATIVE RECOMMENDATION**
- **** **OTHER**