

SALISBURY TOWNSHIP SCHOOL DISTRICT  
Minutes of Board of School Directors Meeting

December 4, 2006

A regular meeting of the Board of School Directors of the Salisbury Township School District was called to order by Mr. Giordano at 7:51 p.m. on Monday, December 4, 2006, in the Administration Building, 1140 Salisbury Road, Allentown, PA.

Pledge of Allegiance

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

Board Members Absent: Mrs. Heffelfinger

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

Student Representative  
Report

Melissa Baumert and Michelle Fritchman reported the Student Government has ratified a new constitution and there will be 3 senators representing each class. Student Government is preparing for the Model UN project to be held in January. A Basket Bingo will be held February 4<sup>th</sup>. Student Government will be holding a Pirate Day on January 12<sup>th</sup> and preparing for the Winter Ball on February 10<sup>th</sup>.

Key Club has completed a successful flower sale. The Senior Class recently held a Video Tournament and is planning a Mr. Salisbury Pageant for December 22<sup>nd</sup>. The Prom Committee is busy preparing for the prom. This year the prom will be held at Bear Creek. The Junior and Sophomore classes are currently holding fundraisers.

George Holzer invited everyone to attend the first girls basketball game Tuesday, December 5 and the first boys basketball game on Friday, December 8.

Special Recognitions/  
Presentations

Dr. Wright introduced Mrs. Adele Clemmer, student advisor for the Interact Club, and 3 members of the club, Shelbi Engleman, Hilary Fink, and Nadia Daher. Mrs. Clemmer shared and explained the different awards received by the club on being named Outstanding Youth Group by the Association of Fundraising Professionals. The group raised \$4,500 last year to donate to flood victims in Louisiana. They received a Kaleidoscope Award, a letter from Governor Rendell, and citations from the Senate and the House of Representatives of Pennsylvania.

Hilary, Nadia, and Shelbi shared with the Board their experiences since joining the club and some of the charitable works they do. Everyone pitches in on every project. The group recently held a Hats for Homeless and raised \$460. They

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presents for Dream Come True, hold a clothing drive and food bank. These are only a few of the projects they conduct.

Special Recognitions/  
Presentations (continued)

The Board, administrators, and audience congratulated Mrs. Clemmer, Hilary, Nadia, and Shelbi for an outstanding job.

Dr. Wright introduced Mrs. Nell Sokalski, chairperson of the Tax Study Commission. The TSC was comprised of the following volunteers: Mr. Keith Reinsmith, Mr. Chris Brown, Mr. Joseph Bubba, Mr. Rob Constantini, and Mrs. Nell Sokalski. The TSC held 3 meetings, October 9, November 6, and November 13. At the November 13 meeting a formal public hearing was held although all meetings were opened to the public. At the meetings held presentations were given by District personnel as well as an outside organization, Public Financial Management, which provided the commission with a history of tax revenues, tax sources, and demographics of our community. The number of retired residents, percentages of renters, where most of the income distribution came from, employment, property, and a few other factors were looked into. The TSC's goal was to keep the revenue for the district as stable as possible. It was felt a gradual increase is better and a shift from property tax would be beneficial to senior citizens and low income families. The commission felt an increase in the EIT would be more stable than a PIT. Therefore it is the recommendation of the TSC to increase the EIT by 0.8%. This is the minimum amount of increase allowed. The maximum would have been 1.5%. The increase of 0.8% would mean a real estate tax reduction for homeowners of approximately \$596.00 after a full year of implementation. Since the new EIT rate would take effect in July, the approximate real estate tax reduction to the taxpayers would be around \$300.00. If approved by the School Board this recommendation would be voted on by the public in the Spring. This would increase the EIT for the school district from 0.5% to 1.3%. If in the future the School Board feels there is a need to increase the EIT a new TSC must be formed. This can only be done every 2 years. Mrs. Sokalski then entertained questions posed by the School Board.

Mr. Giordano thanked Mrs. Sokalski and all the members of the Tax Study Commission for their dedication and hard work put into this effort. Dr. Wright will send thank you letters to all members of the TSC on behalf of the School Board.

Citizen's Inquiries  
 And Comments  
Regarding Agenda Items

None

Approval of Minutes

The Tax Study Commission minutes were deleted, it is not the School Board's responsibility to approve these minutes.

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

November 15, 2006, Regular Meeting  
 November 20, 2006, Building, Grounds, Transportation/Finance Subcommittee Meeting

Approval of Minutes (continued)

Mr. Pauloski asked Mrs. Famularo if she had the opportunity to investigate the costs associated with the TSC as requested at last month’s Board meeting. Mrs. Famularo estimated the direct costs to be around \$7,300. These costs include advertising, legal, consulting fees, secretarial fees, and in-office time to prepare for the meeting. Dr. Wright reported that both she and Mrs. Famularo have spent approximately four weeks on this topic. This is not included in the \$7,300. These costs are not funded by the state.

VOTE:	YES	-- <u>8</u>
	NO	-- <u>0</u>
	ABSTENTIONS	-- <u>0</u>
	ABSENT	-- <u>1</u>

Motion carried.

Approval of Agenda

Motion by Reinsmith, seconded by Mantz, to approve the regular and supplemental agendas:

VOTE:	YES	-- <u>8</u>
	NO	-- <u>0</u>
	ABSTENTIONS	-- <u>0</u>
	ABSENT	-- <u>1</u>

Motion carried.

Presentation of Bills

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

Total Expenditures 11/01/06 through 11/30/06 – \$1,113,719.64

Total Athletic Fund Expenditures 11/01/06 through 11/30/06 – \$12,846.90

Total Capital Improvement Fund Expenditures – 11/16/06 through 12/04/06 – \$0

Total GOB Project Expenditures 11/16/06 through 12/04/06 – \$16,228.39

VOTE:	YES	-- <u>8</u>
	NO	-- <u>0</u>
	ABSTENTIONS	-- <u>0</u>
	ABSENT	-- <u>1</u>

Motion carried.

Treasurer's Report

Mrs. Famularo reported that due to the early date of this meeting the November Treasurer's report has not yet been completed. It will be put on the January agenda for approval.

Secretary of Board Report

Mrs. Famularo, business administrator, thanked Mrs. Nell Sokalski, Mr. Chris Brown, Attorney Joseph Bubba, Mr. Rob Costantini, and Mr. Reinsmith for their dedicated service on the Tax Study Commission (TSC). They spent many hours to arrive at the fairest recommendation within the constraints of Act 1.

Tonight under the Finance section of the agenda Item 1 gives the Board the opportunity to discuss the recommendation of the TSC and take action to accept or reject its recommendation. If accepted, the Board must then incorporate it into the formal 2007 Primary Election Referendum Resolution question. If rejected, the Board must then meet and formulate its own ballot question. Once the ballot question is formulated the Board must conduct a public hearing which cannot be part of a regular Board meeting, to discuss the ballot question. The Board must give public notice of the hearing once a week for three weeks in the newspaper. The Board must then formally vote on a resolution to be placed on the May primary ballot regarding the tax shift to income taxes from the taxpayers.

Our solicitor recommends that the following occur at the public hearing. A stenographer or recording device record the meeting. A brief statement of the procedural history from the appointment of the TSC to the Board decision regarding the Primary Referendum Resolution. There also needs to be public comment. The Board may adopt the resolution at this meeting or the next regularly scheduled Board meeting. The resolution must be adopted by March 13, 2007.

A. Education Committee

Mrs. Miller announced a Curriculum Subcommittee meeting was held last week. Two recommendations from that meeting were that we proceed with the new elementary report card next year and the high school program of studies was discussed. Formal approval of the high school program of studies should occur at the January meeting.

Motion by Miller, seconded by Ziegler, to approve Items A-1 to A-5 on the regular and supplemental agendas:

A-1. Homebound Instruction

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

A-2. Homebound Instruction

approve homebound instruction for Student B for the amount of time designated by the student's physician. **(Board Information Item 2)**

A-3. Homebound Instruction

approve homebound instruction for Student C for the amount of time designated by the student's physician. **(Board Information Item 3)**

UNFINISHED BUSINESS (continued)

A. Education Committee (continued)

A-4. Homebound Instruction approve homebound instruction for Student D for the amount of time designated by the student’s physician. **(Board Information Item 4)**

A-5. Tutorial Agreement approve a tutorial agreement between Salisbury Township School District and KidsPeace National Hospital Tutorial Program for the provision of educational services for Student E.

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

Mr. Giordano asked for an update on Technology and Student Activities.

Technology No Report.

Student Activities Mr. Pauloski announced that the next Student Activities meeting is scheduled for December 18, 2006.

Mr. Giordano asked for an update on Building & Grounds.

Building & Grounds Mr. Reinsmith announced the next meeting is scheduled for December 11, 2006. This will include a 5-year projection.

B. Finance Committee  
since Mr. Pauloski asked that there be a motion to approve Items B-2 to B-4d only  
Item B-1 requires Board discussion only.

Motion by Mantz, seconded by Reinsmith, to approve Items B-2 to B-4d on the regular and supplemental agendas:

B-2. WSE Roof Replacement Change Order approve the attached Change Order to the Western Salisbury Elementary Roof Replacement with a net decrease in the amount of \$25,752.87. **(Board Information Item 5)**

B-3. Per Capita Additions approve the attached list of additions to the district’s 2006-2007 school per capita tax list. **(Board Information Item 6)**

B-4. 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:

UNFINISHED BUSINESS (continued)

B. Finance Committee (continued)

B-4. Use of Facilities (continued)

- a. Salisbury Football Booster Club to use the library at the Salisbury High School on December 4, 2006, beginning at 7:00 p.m. for a meeting. Class B—No charge for facility.
- b. Girls’ Basketball Booster Club to use the library at the Salisbury High School on December 6, 2006, from 5:30 to 6:30 p.m. Class B—No charge for facility.
- c. Falcon Wrestling Club to use the auditorium, cafeteria, kitchen (serving and preparing areas), parking lot, old gymnasium, and classroom at the Salisbury Middle School on March 16 from 5:00 to 10:00 p.m. and March 17, 2007, from 6:00 a.m. until 10:30 p.m. for a wrestling tournament—Class B—No charge for facility.
- d. Girls’ Basketball Booster Club to use the library at the Salisbury High School on December 6, 2006, from 5:30 to 6:30 p.m. for a meeting. Class B—No charge for facility.

VOTE:	YES	-- <u>8</u>
	NO	-- <u>0</u>
	ABSTENTIONS	-- <u>0</u>
	ABSENT	-- <u>1</u>

Motion carried.

B-1 Recommendation  
Of TSC

At this time Mr. Giordano asked for Board discussion on Item B-1. Mrs. Famularo reviewed the duties and goals of the Tax Study Commission (TSC). The recommendation of the TSC was to increase the EIT rate in Salisbury by 0.8%; this is the minimum amount of increase allowed by law. Every district had a different rate that was set by the state. This would take the EIT rate in Salisbury from 0.5% to a total of 1.3%. There is no gain in revenue for our District just a shifting of the tax structure. We are required by law to put a recommendation on the May primary ballot to shift the tax structure. It is then up to the voters to decide if that is what they want to do. If the voters do not approve the recommendation everything remains status quo.

The Board must accept or reject the TSC’s recommendation. It can do so tonight. After further discussion it was the Board’s decision to add a motion and vote tonight to accept or reject the TSC’s recommendation.

UNFINISHED BUSINESS (continued)

B. Finance Committee (continued)

B-1 Recommendation  
Of TSC (continued)

B-5. Adopt TSC Recommendation Motion by Pauloski, seconded by Miller, to adopt the resolution as presented by the Tax Study Commission.

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

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Attorney Tucker said that the next step is to have a public hearing to discuss the intent of the Board to adopt a resolution that increases the EIT rate by 0.8% for the ballot question. He stated this would be more for the public to provide them with the opportunity to offer commentary and an opinion regarding which tax to include on the resolution and the rate of tax. It is a requirement of Act 1 that this public hearing be advertised once per week for three weeks in a newspaper. A verbatim record should be kept as well. This must be a separate meeting. The Board must adopt a resolution authorizing the 2007 Primary Election Referendum question no later than March 13, 2007.

Subcommittee

Dr. Wright stated this could possibly be done at our regular Board meeting in January. She gave the Board different options for the public hearing dates. These are to hold a special meeting prior to the January 17 Board meeting, have the hearing prior to the January 8 Curriculum

meeting, or conduct the hearing on January 17 and the Board vote would take place at the February meeting. There was Board discussion and ultimately the decision was to add the following motion to tonight's agenda.

B-6. Advertise Public Hearing

Motion by Pauloski, seconded by Mantz, to:

Authorize the Board and direct the Administration and the Solicitor to advertise its intent to hold a public hearing on January 8, 2007, pursuant to Subsection 331.2(b) of the Taxpayer Relief Act and of its intent to adopt at its regular public meeting on January 17, 2007, a resolution authorizing the referendum question required under Subsection 331.2(a).



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

<u>B-6. Advertise Public Hearing</u>	VOTE:	YES	--	<u>8</u>
		NO	--	<u>0</u>
		ABSTENTIONS	--	<u>0</u>
		ABSENT	--	<u>1</u>

Motion carried.

C. Personnel Committee

on Motion by Miller, seconded by Reinsmith, to approve Items C-1 to C-16 the regular and supplemental agendas:

C-1. Schantz Resignation

accept with regret the resignation of Glenn D. Schantz as the middle school wrestling coach effective retroactive to November 20, 2006.

**(Board Information Item 7)**

C-2. Ziegenfuss Salary Increase

approve an increase of salary for Randy Ziegenfuss effective January 1, 2007, as per the attached. **(Board Information Item 8)**

C-3. Morningstar Employment

employ Heather L. Morningstar, 121 Eagle Street, Emmaus, PA 18049, pending completion of requirements, as assistant high school principal effective as soon as available at a prorated annual salary of \$73,500.

C-4. Homebound Instructors

employ the following teachers to provide homebound instruction for Student A:

Lucy Reinsmith	--	American Cultures II
Karen Heim	--	Algebra II
Kelly Butterbaugh	--	English
Megan Basile	--	Biology

C-5. Homebound Instructor

employ the following teacher to provide homebound instruction for Student B:

Michelle DeOliveira

C-6. Homebound Instructors

employ the following teachers to provide homebound instruction for Student C:

Cory Kuncio	--	Physical Education
Ruth Smith	--	English
Natalie Kriner	--	Math

UNFINISHED BUSINESS (continued)

C. Personnel Committee (continued)

C-7. Homebound Instructor employ the following teacher to provide homebound instruction for Student D:

Margaret Scholl – Reading, English, Math, Science, Social Studies

C-8. Induction Program Mentor approve the following mentor in the district Induction Program for the 2006-2007 school term at the 2006-2007 contractual rate of pay of \$1,123:

Barry Frick -- for Tonya Kennedy

C-9. Miller Hourly Rate modify the hourly rate to \$18.85 for John Miller for temporarily filling in as utility maintenance at Western Salisbury Elementary School beginning December 4, 2006, per the agreement between ESPA and Salisbury Township School District.

C-10. Woods Assistant Basketball/  
Wrestling Cheerleading  
school \_\_\_\_\_ Coach employ Nicole K. Woods, pending completion of requirements, as an assistant basketball/wrestling cheerleading coach for the 2006-2007 term at the 2006-2007 contractual rate of pay of \$2,473.

[Replaces: C. Carmody, resigned]

C-11. Keet Volunteer Assistant  
SMS Girls' Basketball  
Coach approve John Keet, 1806 Piccadilly Circle, Allentown, PA 18103, pending completion of requirements, as a volunteer assistant MS girls' basketball coach for the 2006-2007 school term without pay and/or benefits.

C-12. Addendum Substitute  
Teachers' List approve the attached addendum dated December 4, 2006, to the substitute teachers' list. **(Board Information Item 9)**

C-13. Addendum Substitute  
Emergency Teachers List approve the attached addendum dated December 4, 2006, to the substitute emergency teachers' list. **(Board Information Item 10)**

C-14. Addendum Substitute  
Nurses' List approve the attached addendum dated December 4, 2006, to the substitute nurses' list. **(Board Information Item 11)**

C-15. Roblyer Employment employ Judy Roblyer, 2710 S. Pike Avenue, Allentown, PA 18103 as a part-time cafeteria helper at the Salisbury Middle School effective December 4, 2006, for 2 hours/day, 5 days/week at the 1<sup>st</sup> step of the 2006-2007 new hires' salary schedule for cafeteria helpers (\$9.72/hour).

[Current District  
Employment: Substitute Cafeteria Helper

Replaces: D. Laczko, transferred]

UNFINISHED BUSINESS (continued)

C. Personnel Committee (continued)

C-16. Bucko Employment

as employ Diane Bucko, 4716 Old Bethlehem Pike, Bethlehem, PA 18015, a part-time cafeteria helper at the Western Salisbury Elementary School effective December 4, 2006, for 3 hours/day, 5 days/week at the 1<sup>st</sup> step of the 2006-2007 new hires' salary schedule for cafeteria helpers (\$9.72/hour).

[Current District  
Employment: Substitute Cafeteria Helper

Replaces: V. Covely, resigned]

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

The Board welcomed Heather Morningstar as the new assistant principal at Salisbury High School.

D. Allentown Public Library

Mrs. Cusick reported that since the beginning of Salisbury's contract in June 1992 with the Allentown library, 705,962 items have been circulated to Salisbury residents, and 9,446 cards have been issued to Salisbury residents.

E. Carbon Lehigh  
Intermediate Unit

Mrs. Ziegler reported that the move into the new building is complete. The CLIU has voted to sell the old building to LCCC. The next CLIU meeting is scheduled for December 18, 2006.

F. Lehigh Carbon  
Community College

Mr. Mantz announced that LCCC will be using the recently purchased CLIU building as its new library. The LCCC Board of Trustees meeting will be held this Thursday.

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Mr. Mantz reminded everyone that at last month's meeting he talked about a presentation given by Wendy Barron, a technology faculty member at LCCC, on video production. He met with Ms. Barron after that meeting discuss the possibility of visiting our Middle School technology department. Ms. Barron was in contact with Mr. Cassidy and will be visiting the Middle School on Monday to give a presentation on what LCCC offers in the way of video productions and she will look at our facilities as well.

UNFINISHED BUSINESS (continued)

G. Lehigh Career and  
Technical Institute

Mr. Reinsmith said that the next LCTI meeting will be held next Wednesday.

H. PSBA Legislative  
Policy Council

Mrs. Miller reported that the lame duck session of the legislature did not act on the cyber school bill or the school health bill.

SB1054, which is now Act 179, expands the definition of endangering the welfare of children to include any person who in their official capacity prevents or interferes with the making of a report of suspected child abuse. The act provides for enhanced criminal penalties for individuals who willfully fail to report a case of child abuse or make a referral to the authorities. Instead of being summary offense the penalty would be a misdemeanor of the third degree.

SB1209, now Act 184, creates the Healthy Farms and Healthy Schools Act. The new law authorizes grants to districts to initiate programs for kindergarten students that integrate agriculture and nutritional education within the curriculum.

The State Board of Education proposed an amendment to Chapter 49 which changes the certification program for teachers. There is a 30 day formal public comment period. Dr. Wright noted that this really reduces flexibility in our elementary programs.

Mrs. Miller will be attending the PSBA's Legislative Leadership Conference in Hershey on February 25-26, 2007.

Solicitor's Report

None

Superintendent's Report

Dr. Wright, superintendent, reported that our Winter sports have begun. This includes wrestling, basketball, swimming, and rifle.

Our 4 schools will be holding holiday concerts. WSE Holiday Musical is December 6<sup>th</sup>, SHS Choral and Instrumental Concert is December 7<sup>th</sup>, HST Holiday Musical is December 12<sup>th</sup>, and SMS Winter Concert is December 13<sup>th</sup>. Everyone is welcome to attend.

The Grade Configuration committees will be visiting schools of varying configurations. The 4 major themes are: transitions for students, transportation, parental involvement, and educational programs and opportunities and extra-curricular opportunities. After the visitations the team members will get together and prepare a report for presentation to

the

Grade Configuration Task Force on January 10, 2007.

New Business                      None

Citizen's Inquiries  
And Comments                      None

Announcements

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

Student Activities Subcommittee Meeting – Monday, December 18, 2006 –  
7:00 p.m. – Administration Building

District Technology Committee Meeting – Tuesday, December 19, 2006 –  
7:00 p.m. – Administration Building

Public Hearing on Referendum Question – Monday, January 8, 2007 -  
7:00 p.m. – Administration Building

Curriculum Subcommittee Meeting – Monday, January 8, 2007 – Immediately  
Following the Public Hearing - Administration Building

District Technology Committee Meeting – Tuesday, January 9, 2007 – 7:00 p.m.  
–  
Administration Building

Grade Configuration Meeting – Wednesday, January 10, 2007, – 7:00 p.m. –  
Administration Building

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

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

Board Information

1. Homebound Instruction, Student A
2. Homebound Instruction, Student B
3. Homebound Instruction, Student C
4. Homebound Instruction, Student D
5. Change Order, WSE
6. Per Capita Tax List, 2006-2007
7. Memorandum dated November 20, 2006, to STSD Board of Education from Mr. Schantz
8. Salary Sheet, Ziegenfuss
9. Addendum, Substitute Teachers' List, 2006-2007
10. Addendum, Substitute Emergency Teachers' List, 2006-2007

Board Information (continued)

11. Addendum, Substitute Nurses' List, 2006-2007
12. SHS, SMS, HST, WSE Enrollment Report, October, 2006
13. CLIU Minutes, October 16, 2006
14. Girls' Tennis and Football Player acknowledgments
15. The Falcon Courier, Vol. 27, No. 1, November 17, 2006
16. The Falcon Focus, Fall, 2006
17. STSD Personnel Directory, 2006-2007

Adjournment

Motion by Reinsmith, seconded by Feinberg, to adjourn the meeting at 9:07 p.m.

VOTE:	YES	--	<u>8</u>
	NO	--	<u>0</u>
	ABSTENTIONS	--	<u>0</u>
	ABSENT	--	<u>1</u>

Motion carried.

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Susan H. Famularo  
Board Secretary

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Ann E. Homiak  
Assistant to Board Secretary