

SALISBURY TOWNSHIP SCHOOL DISTRICT
Minutes of Board of School Directors Meeting

January 18, 2006

A regular meeting of the Board of School Directors of the Salisbury Township School District was called to order by Mr. Giordano at 7:43 p.m. on Wednesday, January 18, 2006, in the Administration Building, 1140 Salisbury Road, Allentown, PA.

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

Board Members Absent: None

Also Present: Attorney Freund, Mrs. Homiak and Mrs. Wright

Also Absent: Mrs. Famularo

Student Representative Report

Antonella DiMatteo, student representative to the Board, reported that the Sophomore Class has booked the historic Hotel Bethlehem for its class prom to be held May 17, 2008. The Class of 2008 will hold a dance for the 6th through 9th grades and a King and Queen will be crowned.

Next year Homecoming is scheduled for September 30, 2006. The Junior Class is currently holding fundraisers. The Senior Class will host a Prom Show on February 16, 2006.

Graduation will be held on Sunday, June 11, 2006, at Allentown Symphony Hall.

Key Club is sponsoring a senior citizen luncheon on February 16, 2006. They are also mentoring students at South Mountain Middle School. Key Club members will be working at a soup kitchen later this year. Student Government will have a winter Pep Rally on February 10, 2006. The Snowball Dance is February 11th and 13th. Rodeo Day is February 24th. The Spring Fitness Festival will be held May

11th and
13th.

Special Recognitions/
Presentations
Recognition

Mrs. Wright, superintendent, announced that January is School Board

Month. Each Board member was presented with a certificate from PSBA. On behalf of the administration and community, Mrs. Wright thanked the Board members for their dedication to the Salisbury Township School District.

Special Recognitions/
Presentations (continued)

semester

also

Mrs. Wright introduced Mr. Bill Ferrara, assistant high school principal, and Officer Don Sabo, the district's SRO officer. They updated the Board and audience with information on the results of the SRO program for the first

semester in the district. Mr. Ferrara gave an overview of the discipline referrals and safety concerns at the high school. He listed types and occurrences of incidents at each grade level. Mr. Ferrara and Officer Sabo discussed attendance/truancy, substance investigation, graffiti, and gangs. Officer Sabo reported that he has

also investigated the issue of non-resident students and 4 students were disenrolled due to his findings. Mr. Ferraro and Officer Sabo then answered questions from Board members.

Mrs. Wright introduced Mr. Scott Shearer, from Public Financial Management, who reviewed the details of the Bond Sale Document refunding the Series of 2001 Bonds. Mr. Shearer announced the Bond Sale was held today and the final settlement for the GOB Series of 2006 Bonds is scheduled for February 22, 2006. Moody's Investors Services assigned an A1 rating for the Salisbury School District. This is an excellent rating. The net savings to the district is approximately \$233,000. Mr. Shearer then responded to questions from the Board.

Citizen's Inquiries
And Comments
Regarding Agenda Items

Kathy and David Smith, 1431 Middlesex Road, Allentown, thanked the Board, administration and staff of the school district for allowing them to hold the David Todd Smith Memorial Scholarship Basketball Tournament at the high school for the past 4 years. Their son grew up in the district and graduated in 1995. He was killed in an automobile accident in 2002. They thanked everyone for being kind and helpful to them.

Approval of Minutes

Motion by Pauloski, seconded by Mantz, to approve the minutes of the December 5, 2005, Reorganization Meeting and December 5, 2005, Regular 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 Mantz, seconded by Pauloski, to approve the following expenditures:

Total Expenditures 12/01/05 through 12/31/05 – \$2,205,393.31

Total Athletic Fund Expenditures 12/01/05 through 12/31/05 – \$18,310.62

Total Capital Improvement Fund Expenditures – 12/07/05 through 1/18/06 – \$9,316,71

Total GOB Project Expenditures 12/07/05 through 1/18/06 – \$95,718.59

**VOTE ON GENERAL,
ATHLETIC & CAPITAL
IMPROVEMENT**

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

Motion carried.

**VOTE ON GOB PROJECT
EXPENDITURES**

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

Motion carried.

Treasurer's Report

Motion by Reinsmith, seconded by Ziegler, to approve the November and December Treasurer's reports.

Mrs. Miller commented on 2 line items on the Summary Budget Report. There are expenses listed for driver education and summer school. It was her understanding that our students paid the IU directly for driver education. She asked if these items could be more delineated for the upcoming budget. How much exactly are the fees charged and how many students use the programs? Do we recover our costs for the summer school program? Mrs. Wright will look into these issues and report back.

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

Motion carried.

Secretary of Board

In Mrs. Famularo’s absence Mrs. Homiak, assistant to the business administrator, announced that the annual insurance renewal is on the agenda tonight for approval. The budget amount for this item is \$114,000. The actual amount is slightly below budget: \$113,531.

Last month it was reported that the Pennsylvania School Employee Retirement System was expected to approve the 2006/07 employer contribution rate at 6.38%.

This was based on actuarial projections dated June 30, 2005. Later in the month the PSERS board approved the rate at 6.46%. On current year budgeted salaries, retirement costs will increase for next year by \$165,000.

Mrs. Wright publicly thanked Mrs. Famularo for her hard work in getting our insurance carrier to reduce the insurance renewal cost. The original quote was significantly higher.

Approval of Agenda

Motion by Feinberg, seconded by Pauloski, to approve the regular and supplemental agendas.

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

Motion carried.

B. Education Committee

Mrs. Miller announced that the next Curriculum Subcommittee meeting is scheduled for January 30, 2006, and will be held at the high school.

Motion by Miller, seconded by Pauloski, to approve Items B-1 through B-7 on the regular agenda:

B-1. Kutztown University Student Teachers

approve the attached lists of student teachers from Kutztown University for the second semester of the 2005-2006 school year. **(Board Information Item 1)**

B-2. Tutorial Agreement

approve the Tutorial Agreement between the Salisbury Township School District and the KidsPeace National Hospital Tutorial Program or the Acute Partial Hospital Program for the provision of educational services for Student A.

B-3. Tutorial Agreement

approve the Tutorial Agreement between the Salisbury Township School District and the KidsPeace National Hospital Tutorial Program or the Acute Partial Hospital Program for the provision of educational services for Student B.

B-4. Tutorial Agreement

approve the Tutorial Agreement between the Salisbury Township School District

and the KidsPeace National Hospital Tutorial Program or the Acute Partial Hospital Program for the provision of educational services for Student C.

STSD Board of School Directors Meeting

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January 18, 2006

UNFINISHED BUSINESS (continued)

B. Education Committee (continued)

B-5. Homebound
Instruction approve the attached request for homebound instruction for Student D for the length of time designated by the student's physician. **(Board Information Item 2)**

B-6. Homebound
Instruction approve the attached request for homebound instruction for Student E for the length of time designated by the student's physician. **(Board Information Item 3)**

B-7. Homebound
Instruction approve the attached request for homebound instruction for Student F for the length of time designated by the student's physician. **(Board Information Item 4)**

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

Motion carried.

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

Technology – None

Student Activities – Mr. Pauloski stated that there was a Student Activities Subcommittee meeting on December 19, 2005. The next meeting will be scheduled in April.

C. Finance Committee Motion by Pauloski, seconded by Miller, to approve Items C-1 to C-9 on the regular and supplemental agendas deleting Item C-7i on the regular agenda and replacing it with Item C-7i on the supplemental agenda.

Mr. Pauloski asked why the Board needs to approve Use of Facility requests that are Class A since these are for our students. Mrs. Wright stated that according to our district policy all requests for Use of Facilities need approval regardless of the class. Mrs. Miller stated we need to be precise with this issue. Mrs. Wright and Mrs. Miller will review the Use of Facility policy.

C-1. GOB Series of 2006
Resolution adopt the resolution as presented by King, Spry, Herman, Freund & Faul, Bond Counsel, for authorizing and directing the issuance of general obligation bonds, Series of 2006, for the purpose of refunding the Series of 2001 Bonds. **(Board**

Information Item 5)

C-2. Per Capita Additions approve the attached list of additions to the district's 2005-2006 school per capita tax list. **(Board Information Item 6)**

STSD Board of School Directors Meeting (6) January 18, 2006

UNFINISHED BUSINESS (continued)

C. Finance Committee (continued)

C-3. School Real Estate Tax Refund approve the refund of the 2005 school real estate tax in the amount of \$6,900.41 on tax parcel 1703-549563628654-1 as attached. **(Board Information Item 7)**

C-4. Portnoff Exoneration exonerate Portnoff Law Associates from the collection of the 2003-2004 school real estate tax in the gross amount of \$65.87 and the 2004-2005 school real estate tax in the gross amount of \$71.85 on parcel #1701-641687750984-2 as attached. **(Board Information Item 8)**

C-5. District Insurance 2006 Renewal approve the renewal of the District's Insurance coverage effective January 7, thru January 7, 2007, as presented by Hilb Rogal & Hobbs, agent, as follows:

<u>COVERAGE</u>	<u>COMPANY</u>	<u>PREMIUM</u>
Package Policy	PSBA/ACE-USA	\$ 75,650
Automobile	PSBA/ACE-USA	Included
Boiler & Machinery	PSBA/ACE-USA	\$ 7,116
School Board Legal	AIG/National Union	\$ 16,100
Umbrella	PSBA/Old Republic	<u>\$ 14,665</u>
	Total	\$113,531

C-6. Tax Duplicate Changes approve the attached list of changes to the district's 2005-2006 real estate tax duplicate reflecting a net decrease in assessed value totaling \$2,000.00. **(Board Information Item 9)**

C-7. 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 Township Police to use the stadium (no lights) at the Salisbury High School on December 18, 2005, for K-9 training. Class B—No charge for facility.
- b. JV/Varsity Cheerleaders to use the cafeteria at the Salisbury High School on December 22, 2005, from 4:30 to 6:30 p.m. for a Christmas party. Class B—No charge for facility.
- c. Salisbury Boys' Basketball Booster Club to use the library at the Salisbury High School on January 5, 2006, from 7:00 to 8:30 p.m. for a meeting.
- d. Salisbury High School to use the auditorium at the Salisbury High School on January 17, 2006, from 6:00 to 9:00 p.m. for an LCTI Parent Meeting.

Class A—No charge for facility.

STSD Board of School Directors Meeting

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January 18, 2006

UNFINISHED BUSINESS (continued)

C. Finance Committee (continued)

C-7. Use of Facilities (continued)

- e. Salisbury High School to use the library at the Salisbury High School on January 25, 2006, from 6:00 to 9:00 p.m. for a financial aide parent meeting. Class A—No charge for facility.
- f. Prom Committee to use the auditorium at the Salisbury High School on February 15 from 3:00 to 5:00 p.m. and February 16, 2006, from 6:30 to 8:30 p.m. for rehearsal and a prom fashion show fundraiser. Class A—No charge for facility.
- g. David Todd Smith Memorial Scholarship to use the old and new gymnasiums at the Salisbury High School on March 18, 19, 2006, from 9:00 a.m. to 6:00 p.m. for a two-day basketball tourney for cadet teams. Class B—No charge for facility.
- h. Salisbury Youth Association to use the gymnasium at the Salisbury Middle School on January 4, 9, 11, 18, 25; February 1, 6, 8 from 7:00 to 9:00 p.m.; January 23, 30; February 13, 15, 22, and 27, 2006, from 6:00 to 9:00 p.m. for basketball for youth boys and girls. Class B—No charge for facility.
- i. Swim Team Booster Club to use the library at the Salisbury Middle School on January 26, 2006, beginning at 7:00 p.m. for a parents meeting. Class B—No charge for facility.
- j. SMS-Prosper to use the cafeteria, parking lot, multi-purpose room, library and music room at the Western Salisbury Elementary School on January 29; February 1, 8, 12, 15, 19, 22, 26; March 1, 5, 8, 12, 15, and 19, 2006, from 5:30 to 8:00 p.m. for a Strengthening Families Program for 6th grade families. Class A—No charge for facility.

C-8. Hiring of D'Huy
Engineering, WSE
& SHS Projects

approve the hiring of D'Huy Engineering Inc. to perform services related to the roof replacement project at Western Salisbury Elementary School and services related to the replacement of the main air-conditioning chiller at Salisbury High School, subject to solicitor contract review and approval.

C-9. Adm Building
Access Control
Protection

approve the purchase of access control protection at the Administration Building as per the attached proposal to be paid from General Obligation Bond funds of 2003. **(Board Information Item 40)**

UNFINISHED BUSINESS (continued)

C. Finance Committee (continued)

VOTE ON C-1 to C-7j And C-9	VOTE:	YES	-- <u>9</u>
		NO	-- <u>0</u>
		ABSTENTIONS	-- <u>0</u>
		ABSENT	-- <u>0</u>

Motion carried.

VOTE ON C-8	VOTE:	YES	-- <u>8</u>
		NO	-- <u>0</u>
		ABSTENTIONS	-- <u>1</u> (Gatanis)
		ABSENT	-- <u>0</u>

Motion carried.

Mr. Giordano asked for an update on Building, Grounds & Transportation and Budget subcommittees.

BGT Subcommittee - Mr. Reinsmith told the Board members that since the last regular Board meeting 2 Building & Grounds meeting were held. At those meetings a decision was reached to address the Western Salisbury Elementary roof and to move ahead with the replacement of the air conditioning system at the high school.

Budget Subcommittee – No Report

D. Personnel Committee Motion by Miller, seconded by Reinsmith, to approve Items D-1 through D-15 on the regular agenda:

D-1. Field Trip Policy approve the attached proposed revised field trip policy, #121. **(Board Information Item 10)**

D-2. Debelak Retirement accept with regret the resignation, due to retirement, of Donna T. Debelak as a teacher at the Salisbury Middle School effective at the end of the day on February 24, 2006. **(Board Information Item 11)**

D-3. Halenar Resignation accept with regret the resignation of Joseph S. Halenar as a physical education teacher at the Truman/Western Salisbury Elementary Schools effective January 22, 2006. **(Board Information Item 12)**

D-4. Bergman Resignation accept with regret the resignation of Dale P. Bergman as a part-time instructional assistant at the Salisbury High School effective at the end of the day on January 13, 2006. **(Board Information Item 13)**

STSD Board of School Directors Meeting (9) January 18, 2006

UNFINISHED BUSINESS (continued)

D. Personnel Committee (continued)

D-5. Kozero Resignation accept with regret the resignation of Patricia A. Kozero as a part-time instructional assistant at the Truman Elementary School effective retroactive to the end of the day on December 23, 2005. **(Board Information Item 14)**

D-6. Mory Resignation accept with regret the resignation of Jeremy N. Mory as a computer technician at the Truman/Western Salisbury Elementary Schools effective at the end of the day on May 19, 2006. **(Board Information Item 15)**

D-7. Kulp Resignation accept with regret the resignation of Taryn Kulp the MS softball coach effective immediately. **(Board Information Item 16)**

D-8. Homebound Instructors employ the following individuals to provide homebound instruction for Student E:

Andrew Cerco -- English and American Cultures III
Lorraine Stetzel – Geometry, Algebra II, Physical Science

D-9. Homebound Instructors employ the following individuals to provide homebound instruction for Student F:

Andrew Cerco – English
Angela Xander – Geometry
Mary Kate Agnew – Modern European History

D-10. Foehrkolb
Employment employ Rebecca Foehrkolb, 2300 33rd Street SW, Allentown, PA 18103, as a part-time instructional assistant (2 hours/day, 5 days/week) for grade 1 at the Western Salisbury Elementary School effective retroactive to January 3, 2006 at the 2nd step of the 2005-2006 new hires' salary schedule for instructional assistants. (\$11.30/hour)

[Current
District Employment: Per diem substitute instructional assistant

Replaces: K. Steiner, resigned]

D-11. Volunteer Assistant
JV Baseball Coach approve William Steele, 4651 Vera Cruz Road, Center Valley, PA 18034, pending completion of requirements, as a volunteer assistant JV baseball coach for the 2005-2006 school term without pay and/or benefits.

D-12. Volunteer Assistant approve the following individuals, pending completion of requirements, as

Twirling Coaches

volunteer assistant twirling coaches for the 2005-2006 school term without pay and/or benefits:

Courtney Klinger
1243 Maumee Avenue
Allentown, PA 18103

Gina Rotondo
2000 Woodside Court
Allentown, PA 18103

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January 18, 2006

UNFINISHED BUSINESS (continued)

D. Personnel Committee (continued)

D-13. JV Softball Coach

approve Taryn Kulp as the JV Softball coach for the 2005-2006 school term at the contractual rate of pay for this position.

D-14. SMS Volunteers

approve the attached list of volunteers for the Salisbury Middle School for the 2005-2006 school term. **(Board Information Item 17)**

D-15. Addendum Substitute Teachers' List

approve the attached addendum to the substitute teachers' list for the 2005-2006 school term. **(Board Information Item 18)**

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

Motion carried.

E. Allentown Public Library No Report

F. Carbon Lehigh Intermediate Unit

No Report

G. Lehigh Carbon Community College

Mr. Mantz attended the Board of Trustees meeting and a Strategy and Planning committee meeting where future funding was discussed.

H. Lehigh Career and Technical Institute

No Report. Mr. Reinsmith stated that neither he nor Mr. Steidel will be able to attend next week's LCTI meeting. He suggested the Board designate another alternate to LCTI. He noted that Mrs. Ziegler has expressed an interest.

I. PSBA Legislative Policy Council

Mrs. Miller reported that the Legislature will be back in session on January 23, 2006. Mrs. Miller reviewed with the Board the differences between SB30, the Senate approved at a special session on December 15, 2005, and SB854 which is the House version of the tax reform bill.

PSBA's official stance is that they are not in favor of back-end referendum, but between the 2 bills PSBA is supporting SB854. Mrs. Miller asked the Board if

she should relay our district's preference to Senator Wonderling or if each member would like to respond individually. Mr. Steidel would like to review each bill in its entirety before making a decision.

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January 18, 2006

Solicitor's Report
regarding

Attorney Freund thanked Mr. Pauloski for taking a day to spend in court the land sale. He also thanked Mrs. Wright and Mrs. Famularo for their testimonies. Judge Reibman approved the land sale dismissing the claim and the claim to return the property to the previous owners. Freund notified the buyer. The next step is that a due diligence will begin and he has requested the deposit monies. There appeal in this case.

Sunshine Law
Attorney
period of 90 days
are 30 days to file an

Superintendent's Report

Mrs. Wright reminded the Board that IU 21 is holding an orientation for new and existing Board members on January 31st at 6:30 p.m.

Mrs. Wright has been working on the draft goals for the district's entry plan. These should be sent to you with the newsletter on January 27th. Mrs. Wright will also be discussing these goals at the next Curriculum meeting and will ask the Board members for feedback.

New Business

Mr. Giordano noted that the Board will need to appoint a replacement for Mrs. Feinberg as the CLIU representative.

Mr. Giordano asked if any Board member would like to be an alternate to represent Salisbury at LCTI. Mrs. Ziegler stated she would like to be added as another alternate to LCTI.

Motion by Giordano, seconded by Mantz to approve Item-1 with the addition of Mrs. Mary Ziegler as another alternate to LCTI.

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

Motion carried.

Citizen's Inquiries
And Comments

None

Announcements

An Executive Session was held on Thursday, January 5, 2006, for personnel and legal issues with no public action.

Board Retreat – Saturday, January 21, 2006 – 9:00 a.m. to 12:00 noon –

Administration Building (Budget)

Curriculum Subcommittee Meeting – Monday, January 30, 2006 – 7:00 p.m. –
Salisbury High School

STSD Board of School Directors Meeting

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January 18, 2006

Announcements (continued)

Date of Regular Meeting – Wednesday, February 15, 2006 – 7:30 p.m. –
Administration Building

Executive Session – Wednesday, February 15, 2006 – 6:45 p.m. –
Administration Building (to discuss personnel issues)

Board Information

1. List of Student Teachers, Kutztown University
2. Homebound Instruction, Student D
3. Homebound Instruction, Student E
4. Homebound Instruction, Student F
5. Bond Resolution
6. Per Capita Tax Additions
7. Letter dated November 30, 2005, and attachment, to Mr. Kistler from Mr. Martucci
8. Letter dated December 13, 2005, and attachment, to Mrs. Famularo from Mrs. Minger
9. Summary of Changes in Assessed Valuation
10. Proposed Revised Policy 121 (Field Trips/Educational Tours)
11. Letter dated December 20, 2005, to Mrs. Wright from Mrs. Debelak
12. Letter dated December 20, 2005, to Mrs. Wright from Mr. Halenar
13. Letter dated January 3, 2006 to STSD from Mr. Bergman
14. Letter dated December 7, 2005 to Mrs. Wright from Ms. Kozero
15. Letter dated January 11, 2006, to Mrs. Samide and Mrs. Pfingstler from Mr. Mory
16. Email dated January 9, 2006, to Ms. Deeb from Mr. Kulp
17. Volunteer List, Salisbury Middle School, 2005-2006
18. Addendum, Substitute Teachers' List, 2005-2006
19. List, STSD Board of Directors Officers and Committees
20. Board of School Directors Member List
21. Enrollment Reports—SHS, SMS, HST, WSE
22. Summary Budget Report, November 30, 2005
23. Summary Budget Report, December 31, 2005
24. Revenue Budget Report, November 30, 2005
25. Revenue Budget Report, December 31, 2005
26. Object Summary Budget Report, December 31, 2005
27. CLIU Minutes, November 21, 2005
28. CLIU Update, December , 2005
29. CLIU Board Briefs, November 21, 2005
30. CLIU Board Briefs, December 19, 2005
31. LCCC President's Desk, November, 2005
32. LCTI Update, December, 2005

33. Letter dated December 6, 2005, to Mr. Haller from Mrs. Wright
34. Note from Ms. Piagesi regarding Amanda DeMasi
35. Awards/Honors--January

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Board Information (continued)

36. SHS Honor Roll List, First Marking Period, 2005-2006
37. HST Newsletter, January, 2006
38. WSE Newsletter, January, 2006
39. Linkage, December, 2005
40. Letter dated December 22, 2005, to Mr. Shankweiler from Mr. Steele
41. CLIU Minutes, December 19, 2005

Adjournment

Motion by Pauloski, seconded by Mantz, to adjourn the meeting at 9:45 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