

SALISBURY TOWNSHIP SCHOOL DISTRICT
Minutes of Board of School Directors Meeting

May 10, 2006

A regular meeting of the Board of School Directors of the Salisbury Township School District was called to order by Mr. Giordano at 7:48 p.m. on Wednesday, May 10, 2006, in the Administration Building, 1140 Salisbury Road, Allentown, PA.

Pledge of Allegiance

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

Board Members Absent: None

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

Student Representative Report

Antonella DiMatteo, student representative to the Board, reported that SADD is making its final preparations for the prom which is being held this Saturday, May 13, 2006. Key Club is finishing up with the Special Olympics. This group will also participate in the Home Run Derby. Student Government is working on the Spring Fitness Festival which is being held May 26th.

The Class of 2006 is getting ready for the prom and graduation. The Class of 2007 and Class of 2008 are working on fundraisers.

Mr. Pauloski and the Board thanked Antonella for 3 years as a student representative to the Board.

Special Recognitions/ Presentations

None

Citizen's Inquiries And Comments Regarding Agenda Items

None

Approval of Minutes

Motion by Reinsmith, seconded by Mantz, to approve the minutes of the April 19, 2006, 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 Reinsmith, seconded by Pauloski, to approve the following expenditures:

Total Expenditures 4/01/06 through 4/30/06 – \$3,716,211.25

Total Athletic Fund Expenditures 4/01/06 through 4/30/06 – \$8,944.68

Total Capital Improvement Fund Expenditures – 4/20/06 through 5/10/06 – \$5,900.00

Total GOB Project Expenditures 4/20/06 through 5/10/06 – \$2,374.05

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

Motion carried.

Treasurer's Report

Motion by Pauloski, seconded by Gatani, to approve the April Treasurer's report.

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

Motion carried.

Secretary of Board

Mrs. Famularo, business administrator, reported that representatives from the Auditor General's office met with district personnel to review the district's audit performed for school years 2002/2003 and 2003/2004. Certain procedures were reviewed up to the present including meeting minutes, investments, and a review of bus driver qualifications. The audit began March 6th and concluded with the exit conference on May 5th. Mrs. Famularo was pleased to report there were no findings. The Board members will be receiving a copy of the audit within 3 to 6 months. The audit will also be posted on the state website.

In a surprise move the House of Representatives adjourned without taking a vote on SSHB39. Nothing is now expected to change in the budget process for school districts until 2006/2007. There are some installment payment bills in each house for approval, and this may happen prior to June 30th, but we have no further information at this time.

The tentative budget is on the agenda for Board approval this evening. The budget proposes a 1.954 millage increase from 38.720 to 40.674 mills. This represents a 5.05% increase. The budget includes the reorganization of technology and the takeover of some special programs from the CLIU. It also maintains current programs.

UNFINISHED BUSINESS (continued)Secretary of Board (continued)

Included in each Board packet is a copy of the Wellness Policy for your review. This is part of the National School Lunch Program which states that we adopt a Wellness Policy. The Wellness Policy Committee consists of Board members, administrators, school nurses, teachers, a parent and a student. We must approve a Wellness Policy, and hopefully this can be accomplished at the June meeting.

Approval of Agenda

Motion by Miller, 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 will be held on May 15th at 7:00 p.m. in the administration building. The primary topics will be the curriculum review cycle and the setting of meeting dates for next year.

Motion by Miller, seconded by Ziegler, to approve Item B-1 on the regular agenda:

B-1. Act 80 and In-service Days, 2006/2007

approve the attached list of Act 80 and district in-service dates for the 2006-2007 school term. **(Board Information Item 1)**

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 – Mr. Mantz reminded the Board that there are 2 items on the agenda for approval tonight. These are the job descriptions for the new position of Director of Data Technology and a Network Specialist.

Student Activities – Mr. Pauloski stated the next Student Activities Subcommittee meeting is scheduled for Monday, June 12, 2006.

UNFINISHED BUSINESS (continued)

- C. Finance Committee Motion by Pauloski, seconded by Reinsmith, to approve Items C-1 to C-17 on the regular and supplemental agendas:
- Mr. Mantz noted there is an Indemnification paragraph on the back of the attachment relating to Item C-10. This motion should be adopted with the deletion of this paragraph. The entire Board agreed.
- C-1. 2006/2007 General Fund Tentative Budget tentatively approve the district's 2006-2007 general fund budget reflecting total expenditures in the amount of \$29,776,504 and requiring a real estate tax levy of 40.674 mills.
- C-2. Real Estate Refund approve the refund of the 2000-2001 through 2005-2006 school real estate taxes in the total amount of \$644.28 on tax parcel 17045485564402521 as attached. **(Board Information Item 2)**
- C-3. Cafeteria Quarterly Report approved the attached cafeteria account quarterly treasurer's report reflecting an ending cash balance in the amount of \$81,749.00 for the period ending March 31, 2006. **(Board Information Item 3)**
- C-4. Student Activity Quarterly Report approve the attached student activity fund financial report reflecting an ending cash balance in the amount of \$143,937.33 as of March 31, 2006. **(Board Information Item 4)**
- C-5. Medical & Prescription Drug Rates approve the attached list of Highmark Blue Shield medical and prescription drug rates effective July 1, 2006. **(Board Information Item 5)**
- C-6. Dental Insurance Rates approve the district's dental insurance rates with United Concordia for:
- | | |
|-----------|---------|
| Employee | \$25.03 |
| Two Party | 50.06 |
| Family | 72.58 |
- C-7. Sports & Student Accident Insurance approve the renewal of the district's sports and student accident insurance with Mid-Penn Insurance for an annual premium of \$6,996.00.
- C-8. Long-Term Disability Insurance approve the district's Long-Term Disability insurance with Assurant (PSBA Trust) at a rate of \$.21/\$1,000 effective July 1, 2006 through June 30, 2009.
- C-9. Life & AD&D Insurance approve the district's Life/AD&D insurance with Assurant (PSBA Trust) at a rate of \$.14 and \$.02/\$1,000 effective July 1, 2006 through June 30, 2009.
- C-10. Water Intrusion Project, SHS approve the attached proposal from D'Huy Engineering, Inc. for engineering services related to the water intrusion project at the high school. **(Board Information Item 6)**
- C-11. Art Supply Bid, 06/07 approve the district's art supply bid for 2006-2007 in the total amount of \$6,868.62. **(Board Information Item 7)**

UNFINISHED BUSINESS (continued)

C. Finance Committee (continued)

- C-12. SESPA Memorandum of Understanding approve the attached Memorandum of Understanding between the Salisbury Township School District and the Salisbury Educational Support Personnel Association regarding part-time employees. **(Board Information Item 8)**
- C-13. KidsPeace Act 30/316 Agreement have the Salisbury Township School District enter into a 1-year contract – July 1, 2006 through June 30, 2007, with KidsPeace to have the District act as Legal Education Agent for KidsPeace to receive funds to be used in support of its educational program for students under the Provisions of Act 30/316.
- C-14. 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 a classroom at the Salisbury High School on May 10, 2006, from 7:00 to 9:00 p.m. for a meeting. Class B—No charge for facility.
 - b. PAGE to use the library at the Salisbury Middle School on May 18, 2006, from 6:45 to 8:00 p.m. for a meeting. Class B—No charge for facility.
 - c. Horizon Church to use the parking lot, multi-purpose room and a classroom at the Truman Elementary School on Sunday mornings from 8:15 a.m. to 12:00 noon from June 2006 to June 2007, as scheduled with the building principal, for services. Class C—Charges: Multi-Purpose Room-\$40/day; Classroom-\$40/day.
- C-15. Land Sale Agreement Addendum approve a second addendum to the agreement of land sale. **(Board Information Item 29)**
- C-16. KidsPeace Services Compensation approve the KidsPeace Administrative Services Compensation Agreement. **(Board Information Item 30)**
- C-17. KidsPeace Interdistrict Agreement approve the Interdistrict Agreement with KidsPeace. **(Board Information Item 31)**

VOTE ON C-1 to C-9	VOTE:	YES	-- <u>9</u>
C-11 to C-14		NO	-- <u>0</u>
C-16 & C-17		ABSTENTIONS	-- <u>0</u>
		ABSENT	-- <u>0</u>

Motion carried.

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

VOTE ON C-10	VOTE:	YES	-- <u>8</u>
		NO	-- <u>0</u>
		ABSTENTIONS	-- <u>1</u> (Gatanis)
		ABSENT	-- <u>0</u>

Motion carried.

VOTE ON C-15	VOTE:	YES	-- <u>8</u>
		NO	-- <u>1</u> (Steidel)
		ABSTENTIONS	-- <u>0</u>
		ABSENT	-- <u>0</u>

Motion carried.

Building & Grounds – Mr. Reinsmith reminded the Board that there is a joint Building and Grounds and Finance meeting scheduled for Monday, May 22, 2006.

D. Personnel Committee Motion by Miller, seconded by Gatanis, to approve Items D-1 to D-12 on the regular agenda:

D-1. Lerew Employment SHS employ Christine Lerew, 3335 Apache Court, Allentown, PA 18104, as a part-time music teacher at the Salisbury High School (29%) effective August 28, 2006, at the 2 M step of the 2006-2007 teachers' salary schedule (\$14,080).

D-2. Lerew Employment SMS employ Christine Lerew, 3335 Apache Court, Allentown, PA 18104, as choral director at the Salisbury High School effective for the 2006-2007 school term at the contractual rate of pay for this position (\$2,126).

D-3. Lerew Employment SMS Choral Director employ Christine Lerew, 3335 Apache Court, Allentown, PA 18104, as choral director at the Salisbury Middle School effective for the 2006-2007 school term at the contractual rate of pay for this position (\$2,126).

D-4. ES Interventionist Job Description approve the attached job description for Emotional Support Interventionist. **(Board Information Item 9)**

D-5. Therapeutic Case Manager Job Description approve the attached job description for Therapeutic Case Manager. **(Board Information Item 10)**

D-6. Director of Data Technology Job Description approve the attached job description for Director of Data and Technology. **(Board Information Item 11)**

UNFINISHED BUSINESS (continued)D. Personnel Committee (continued)

- D-7. Network Specialist Job Description approve the attached job description for Network Specialist. **(Board Information Item 12)**
- D-8. Addendum Substitute Teachers' List approve the attached addendum to the substitute teachers' list for the 2005-2006 school term. **(Board Information Item 13)**
- D-9. Addendum Substitute Cafeteria Workers' List approve the attached addendum to the substitute cafeteria workers' list for the 2005-2006 school term. **(Board Information Item 14)**
- D-10. Cichocki & Recke SMS Advisors employ Michael Cichocki and Sean Recke as advisors for the SMS Live television show at Salisbury Middle effective for the 2005-2006 school year at the contractual rate of pay for these positions (\$1300/each).

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

Motion carried.

- E. Allentown Public Library Mrs. Cusick reported that library personnel have applied for a Keystone Grant in the amount of \$15,000 which will be used to update the HVAC unit at the South Branch, the roof of the main library and make the main entrance more handicap accessible.

A new children's program, "Readers at Work" has been established. This program allows children to help pay off their unpaid fines.

Northwestern Lehigh has now joined the Allentown library.

Salisbury residents have been issued 9,119 library cards and 676,037 books have been borrowed since Salisbury joined the library in 1990.

F. Carbon Lehigh Intermediate Unit

basis.

Mrs. Ziegler attended the CLIU meeting April 20th. There was a decision to move some of the summer camps to South Mountain Middle School, Camp Horseshoe and Parkland due to construction. An emergency council will be meeting quarterly. Districts will be receiving information relating to this on a timely

The IU has been informed they will be responsible for the Professional Development Plan and the Induction Plan for the PSSA Science Assessment Anchor classes. The CLIU budget process has begun.

UNFINISHED BUSINESS (continued)F. Carbon Lehigh
Intermediate Unit

Since January, attendance at the IU has gone up 317 students. Salisbury's attendance has gone up by 14 students. Salisbury's total enrollment includes students in all related services, as well as full time students and resident students who attend private schools.

G. Lehigh Carbon
Community College

Mr. Mantz reported that the sponsoring school update for this past month was included in each Board member's packet for review. He also reported that 12 out of 13 districts have voted on the LCCC budget so far, and out of those, 11 districts passed the LCCC budget. The budget has officially been passed. There were 9 districts that voted on amending the operating budget. It was passed by 5 districts and declined by 4 districts. The other 4 districts, including Salisbury, chose to postpone further consideration due to what appeared to be pending action by the General Assembly which did not take place. The college intends to defer any further consideration on this topic until the next fiscal year. LCCC is looking at all funding possibilities for the future.

Motion by Miller, seconded by Ziegler to approve Item G-1:

G-1. Mantz Appointment

appoint Thomas F. Mantz as a trustee for the Lehigh Carbon Community College for a term of office effective July 1, 2006 through June 30, 2012.

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

Motion carried.

Mrs. Miller thanked Mr. Mantz for the time and work involved with LCCC.

H. Lehigh Career and
Technical Institute

Mr. Reinsmith attended the April 26th JOC meeting at which it was recommended to send the 2006-2007 budget to the sending school districts for approval. This budget represents a 6.62% increase to member districts. One of the main drivers for the increase is the hiring of new positions added due to the expansion of the Academic Center. The enrollment so far is around 200. The center is capable of an enrollment of 1600 students. Salisbury will have 4 students attending the center full time in the Fall. The current cost per student is around \$5,000.

Motion by Reinsmith, seconded by Ziegler to approve Item H-1:

UNFINISHED BUSINESS (continued)H. Lehigh Career and
Technical Institute (continued)H-1. LCTI Budget

approve the 2006-2007 Lehigh Career and Technical Institute Budget as recommended by the LCTI Joint Operating Committee on April 26, 2006.
(Board Information Item 15)

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

Motion carried.

Mr. Reinsmith told the Board that the modernization program at LCTI has approximately 4 months to go. The project is still within budget and approximately \$500,000 is left in the contingency fund.

This year there were 16 students that participated in the new Health Professional program. This program was extremely successful and will be expanded to 32 students next year. This is a high-end program geared for students intending to enter the medical field. It is a joint venture with LCCC, Penn State and Lehigh Valley Hospital.

Mr. Reinsmith was pleased to report that Salisbury student, Josh Weidner, was recognized as an outstanding co-op student in the carpentry program. Posavik Construction has offered him a full time position upon graduation.

I. PSBA Legislative
Policy Council

Mrs. Miller and Dr. Wright attended the recent Lehigh County PSBA Legislative breakfast. Representatives Jennifer Mann, Julie Harhart, Karen Beyer, and Doug Reichley attended as well. Most of the conversation was focused on the property tax reform issue. It was emphasized to the legislators the affect the proposed changes would have on school district budget cycles as well as the revenue cash flow.

HB2616, proposed by Karen Beyer, calls for the state to cover the tuition cost of cyber charter schools. PSBA is supporting this bill. Amendments have already been added to this bill.

Solicitor's Report

Attorney Freund attended a reception for Governor Rendell and had the opportunity to ask him what he felt was going to happen with property tax reform. Governor Rendell stated he did not know what was going to happen. He did state that the legislators have agreed to 2 more exceptions that should make it easier, but did not go into detail.

Superintendent's Report

Dr. Wright announced that this is Teacher Appreciation Week and thanked our teachers for the good work they do for our students. Today is National School Nurses Day and thanked all our nurses for their work in keeping our students healthy.

Dr. Wright attended some of the IPC projects at the high school this week. She was awed by the integration of curriculum and technology that the students applied. The presentations were outstanding.

Senior awards night is Wednesday, May 24th at 7:00 p.m. in the high school.

Mrs. Feinberg has been working very diligently on re-establishing the Salisbury Education Foundation. She will hold a meeting at her home and Dr. Wright will be there representing our district.

New Business

Mrs. Feinberg announced that Salisbury student, Brendan Feinberg, has been accepted in the high school scholar program to the Governors School at Lehigh University for Global Entrepreneurship this summer.

Mr. Reinsmith told the Board that a group of parents and seniors have organized a non-denominational baccalaureate service scheduled for Sunday, June 4th at 7:00 p.m. at the Waldheim Park chapel. Notices will be sent to all students.

Policy. bringing activities encompassing than child obesity which Famularo explained we are addresses food in the lunch the cafeteria or through vending celebrations. The policy states we must Famularo stated we must adopt a Wellness Policy commodities and our state and federal revenues which school lunch program. These amounts total approximately

Mr. Pauloski had some questions/concerns regarding our Student Wellness He questioned the topic of physical activity versus physical education, food into school for parties, fundraisers and other food related Mrs. Famularo stated physical activity is more broadly physical education. The purpose of the policy is to address includes nutrition and general physical activity. Mrs. meeting the minimum guidelines. The policy programs which can be bought a la carte in machines, the school store and holiday provide alternative foods. Mrs. or else we lose our federal help to support our \$60,000.

This

Mr. Ferrera commented that Thursday, May 12, 2006, the students have organized senior skip day. The absentees will be contacted via the daily phone service. is considered an unexcused absence unless a note signed by a parent is received.

Citizen's Inquiries
And Comments

Mrs. Jackie Weilnau, 2256 Lehigh Parkway N, Allentown, thanked the Board for the hiring of the part time music teacher at the high school and middle school. Ms. Lerew will be an asset to the district.

Announcements

There was an Executive Session held prior to the Board meeting on April 19, 2006, to discuss personnel issues.

Curriculum Subcommittee Meeting – Monday, May 15, 2006 – 7:00 p.m. – Administration Building

Buildings & Grounds/Finance Subcommittee Meeting – Monday, May 22, 2006 – 7:00 p.m. – Administration Building

Executive Session – Wednesday, June 14, 2006 – 6:45 p.m. – Administration Building (to discuss personnel issues)

Date of Regular Meeting – Wednesday, June 14, 2006 – 7:30 p.m. – Administration Building

Board Information

1. Act 80/District Inservice Dates, 2006-2007
2. Memorandum dated April 26, 2006, and attachment, to STSD from Mrs. Minger
3. Cafeteria Quarterly Treasurer's Report, March 31, 2006
4. Student Activity Fund Quarterly Financial Report, March 31, 2006
5. Letter dated February 27, 2006, to Mrs. Famularo from Highmark
6. Letter dated March 17, 2006, to Mrs. Wright, and attachment, from Mr. Carr
7. Art Bid List
8. Memorandum of Understanding, STSD and STESPA
9. Emotional Support Interventionist Job Description
10. Therapeutic Case Manager Job Description
11. Director of Data and Technology Job Description
12. Network Specialist Job Description
13. Addendum, Substitute Teachers' List, 2005-2006
14. Addendum, Substitute Cafeteria Workers' List, 2005-2006
15. LCTI Budget, 2006-2007
16. Proposed Policy 246 (Student Wellness Policy)
17. Proposed Director of Special Education Job Description
18. Proposed Supervisor of Special Education/KidsPeace Liaison Job Description
19. Enrollment Reports—SHS, SMS, HST, WSE
20. CLIU Update, April, 2006
21. CLIU Minutes, March 20, 2006
22. LCCC President's Desk, March 2006
23. LCTI Update, April 2006
24. Letter dated April 12, 2006, to Mr. Hume from Mr. Keegan
25. Email from Ms. Deeb: Wrestling
26. Email from Mr. Lane re: FBLA
27. HST Newsletter, May, 2006
28. WSE Newsletter, May, 2006

Board Information (continued)

- 29. Second Addendum to Agreement of Land Sale
- 30. KidsPeace Administrative Services Compensation Agreement
- 31. Interdistrict Agreement with KidsPeace
- 32. Letter dated May 2, 2006, to Ms. Perron-Jones from Ms. Glenister

Adjournment

Motion by Reinsmith, seconded by Miller, to adjourn the meeting at 8:55 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