

PALMERTON AREA SCHOOL DISTRICT
PALMERTON, PA.

June 20, 2017

BOARD MINUTES

AN EXECUTIVE SESSION WAS HELD AT 6:00 P.M. AND AT 8:15 TODAY, JUNE 20, 2017, AND ON JUNE 6, 2017 CONCERNING PERSONNEL/LEGAL MATTERS

The regular scheduled meeting of the Palmerton Area School District Board of Directors was held on Tuesday, June 20, 2017, at 6:33 p.m. in the Conference Room of the Administration Office. President Myers presided.

FLAG SALUTE

ROLL CALL

Present: Directors Recker, Debski, Myers, Gildner, Haas, Harry, Smale, Scherer and Yeakel
Absent: None

**OTHER
ATTENDANCE**

Scot Engler - Superintendent, Deb Scheckler – Board Secretary, Attorney Ellis Katz – Solicitor, Ryan Kish – Business Manager

SUPERINTENDENT’S REPORT:

- LCCC graduation was May 18th with 26 grads from Palmerton
- PASD graduation last night
- District ready for summer projects

BUSINESS MANAGER’S REPORT:

- Working on tax bills, bills will go out beginning of July
- Audit next week
- Governor Wolf signed new pension plan

PUBLIC PARTICIPATION:

Andy Pisolak

- Own property on east side of baseball field
- Question about a fence

Kathy Fallow

- Questions about Act 93 contract and support contracts costs

Audrey Larvey

- Question about summer program hours
- Question about The Meadows School – alternate school

**CONSENT AGENDA
APPROVED**

Director Haas moved, seconded by Director Gildner that the Board of Directors of the Palmerton Area School District approve the following consent agenda.

Aye Votes: All Directors Present

Nay Votes: None. Motion Carried

Consent Agenda

MINUTES

Approve the minutes from the May 16, 2017 and the June 6, 2017 meetings.

**FINANCIAL
REPORTS**

Approve the financial reports listed below: (attachments on file)

- TREASURER’S REPORTS
- ACCOUNTS PAYABLE
- BUDGET TRANSFERS
- GRANTS

**FARMSTEAD/
HOMESTEAD
EXCLUSION**

Approve the 2017-2018 homestead/farmstead taxable assessment exclusion of \$3,578 and the homestead/farmstead tax exclusion of \$203.16

INSTALLMENT TAX RESOLUTION	Be it resolved, that the Board of Directors approve resolution #06.20.17 Per the Real Estate Tax Universal Installment Payment Plan Resolution, to use the following installment dates for the collection of the 2017 Real Estate Taxes. (attachment on file)
TAX DUPLICATES	It is recommended that the Board of Directors grant permission to release the 2017 Tax Duplicates to the respective tax collectors for the fiscal year beginning July 1, 2017.
WORKERS COMPENSATION	Approve the 2017-18 workers compensation coverage through CM Regent at an estimated cost of \$128,927.
ATHLETIC INSURANCE	Approve the athletic insurance coverage through Axis Insurance Company for the period of August 7, 2017 to August 6, 2018 at a cost of \$34,706 with primary excess coverage over \$100.
STUDENT ACCIDENT INSURANCE	Approve voluntary student accident coverage through Axis Insurance Company for the period of August 7, 2017 to August 6, 2018 for a 24-hour wrap around rate of \$75.00, benefits excluding all sports.
CONTRACTS	Approve the Music Theatre International Production Contract for the performance of Disney's Mulan Jr. scheduled for September 2017.
	Approve the contract with Shop Specialties Inc for shop machinery maintenance for the 2017-18 school year at a cost of \$1,450.00 plus any parts required throughout the year.
INSURANCE	Approve a 0.3% increase per member in Stop Loss Coverage for the 2017-18 fiscal year through Great Midwest Insurance Company. The per employee per month charge will be \$133.07 with a maximum per employee deductible set at \$125,000.
2017-2018 BREAKFAST AND LUNCH PRICES	Approve the breakfast and lunch prices for 2017-2018 as mandated by Section 205 of the Healthy, Hunger-Free Kids Act of 2010. <ul style="list-style-type: none">• Elementary Breakfast \$1.15• Secondary Breakfast \$1.25• Adult Breakfast \$2.10• Elementary Lunch \$2.45• Secondary Lunch \$2.55• Adult Lunch \$3.50• Milk \$.55
COPY PAPER QUOTE	Approve WB Mason copy paper quote for the 2017-18 school year @ \$19.83/carton.
MOVIE LICENSE	Approve Movie Licensing USA - Single Event Public Performance Site License retroactive to the showing of the movie "Sing" at Towamensing Elementary on June 19, 2017.
ACCTS PAYABLE PAYMENT RELEASE	Authorize the Superintendent & Business Manager to make and release payments for the remaining June and July accounts payable.
BUDGET TRANSFERS	Approve all budget transfers for fiscal year ending June 30, 2017 in order to comply with audit requirements. The Board will be provided with an itemized listing of all required budget transfers upon completion of the 2016-2017 audit.
CURRICULUM COORDINATORS	Recommendation to approve the following as curriculum coordinators at Parkside/S.S. Palmer for the 2017-2018 school year: <ul style="list-style-type: none">• Holly Hausman Sell Grades K-1• Roberta Yeager Grades 2- 3• Meghan Barclay Grade 4• Deanna Iles Grade 5• Monique Hofford Grade 6

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Recommendation to approve the following as curriculum coordinators at Towamensing Elementary for the 2017-2018 school year:

- Joyce Paulinho Grades K-1
- Susan Deem Grade 4
- Kathryn McKeon Grade 5
- Jaclyn Ivancich Grade 6

Recommendation to approve the following as curriculum coordinators at the Jr. High School for the 2017-2018 school year:

- Patricia Boyd Co-Chair, English/Language Arts
- Kevin Kolodziejcki Co-Chair, English/Language Arts
- Kim Seiler Social Studies
- Brad Landis Co-Chair, Math/Science
- Ralph Andrews Co-Chair, Math/Science

Recommendation to approve the following as curriculum coordinators at the Sr. High School for the 2017-2018 school year:

- Bonnie Tavella Co-Chair, English
- Anna Corby Co-Chair, English
- Michael Gombert Co-Chair, Social Studies
- Paul McArdle Co-Chair, Social Studies
- Pamela Wuest Math
- Jeanne Knepper Science
- Thomas Smelas Business
- Jose Elvir World Language
- Carol Andrews Health/Physical Education
- Miranda Allen Co-Chair, Secondary Specialist
- Whitney Kern Co-Chair, Secondary Specialist

TUITION REIMBURSEMENTS

Approve the attached tuition reimbursement.

COACHES

Change Dr. Mike Martinez to a Volunteer Cross Country Coach (he was approved as a Cross Country Assistant Coach in May).

UNPAID LEAVE

Approve an unpaid leave for Margaret Versuk from May 31st until the end of the 2016-17 school year.

ESY TEACHER

Approve Don McGorry as a Summer ESY (Extended School Year) teacher at the rate of \$30.00/hour.

TENURE

Approve tenure for the following teachers who have attained 3 years of Satisfactory performance ratings with the Palmerton Area School District:

- Christine DeLong Palmerton Junior High School
- Jaclyn Kessel Palmerton Junior High School
- Erin Brown S.S. Palmer Elementary
- Amber Kistler S.S. Palmer Elementary
- Kristina Manning S.S. Palmer/Parkside Elementary
- Michelle Davis Parkside Elementary
- Krystle Meglio Towamensing Elementary

SUBSTITUTES

Approve the following Substitute Teachers, effective June 21, 2017:

- Rachel Harry K-4
- Fallon Singleton K-4
- Megan Wentz Elementary

BOARD SECRETARY

Approve Deb Scheckler as Board Secretary, effective July 1, 2017 to June 30, 2021, at the rate of \$1,500.00 per year.

June 20, 2017

ASST BOARD SECRETARY	Approve Kim Ottinger as Assistant Board Secretary, effective July 1, 2017 to June 30, 2021.																																																																																																
TREASURER	Approve Joshua Smale as Treasurer of the Palmerton Area School Board, effective July 1, 2017 to June 30, 2018 at the rate of \$400.00.																																																																																																
RESIGNATION	Accept the resignation of Kim Seiler as Jr. High Field Hockey Coach, effective immediately.																																																																																																
CHANGE OF STATUS	Approve change of status for Rebecca Sabo, from .8 Art Teacher and .2 ESL Teacher to FT Art Teacher, effective the 2017-2018 school year.																																																																																																
RESIGNATION	Accept the resignation of Lori Hawk as Special Education Secretary, effective June 16, 2017																																																																																																
COACHES	Approve the following coaches for the 2017-2018 school year:																																																																																																
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JR HIGH MATH TEACHER	Approve Melissa Hoffman as a Junior High Math Teacher, effective July 1, 2017 at Bachelors, Step 1, \$43,982.																																																																																																
JR HIGH SPED TEACHER	Approve Jennifer Denaro as a Junior High Special Education Teacher, effective July 1, 2017 at Masters, Step 1, \$46,157.																																																																																																
HEALTH & PHYS ED TEACHER	Approve Bronwyn Cseh as an Elementary Health& Physical Education Teacher, effective July 1, 2017 at Bachelors, Step 1, \$43,982.																																																																																																
RESIGNATION	Accept the resignation of Casey Rinfret from her position as Instructional Assistant, effective June 21, 2017.																																																																																																
INSTRUCTIONAL ASSISTANTS	Approve Elizabeth Campbell as an Instructional Assistant at an hourly rate of \$14.47 pending contract approval, effective August 23, 2017. Approve Brenda Roberts as an Instructional Assistant at an hourly rate of \$14.47 pending contract approval, effective August 23, 2017.																																																																																																

June 20, 2017

Approve Brandi Hoffman as an Instructional Assistant at an hourly rate of \$14.47 pending contract approval, effective August 23, 2017.

Approve Jennifer Potoczak an Instructional Assistant at an hourly rate of \$14.47 pending contract approval, effective August 23, 2017.

ADVISORS

Approve the following advisors for the 2017-2018 school year:

- Carole Burkhardt Elementary Chorus – Palmer/Parkside
- Lynn Sutton Environmental Club – Palmer/Parkside
- Roberta Yeager Sixth Sense
- Kaitlyn Bartholomew Sixth Sense
- Pamela Andrews Yearbook – Palmer/Parkside
- Brianna Carroll NJHS
- Kevin Kolodzieski Jr High Yearbook
- Natalie Maderia Jr High Chorus
- Patti Jo Boyd Souled out
- Patti Jo Boyd ACE
- Chris Kery Jr High Student Council
- Suzanne Lynn Jr High Student Council
- Krystle Meglio Yearbook Advisor
- Natalie Madeira Chorus Advisor
- Kristin Heller Environmental Club Advisor
- Jodi Kocher Co-Student Council Advisor
- Stacey Olewine Co-Student Council Advisor

SENIOR CLASS REQUIREMENTS COMPLETED

Accept the status that the members of the senior class of 2017 have completed the graduation requirements set forth by the Pennsylvania Department of Education and the Board of Education of the Palmerton Area School District. (attachment on file)

FACILITIES CONTRACTS

Approve the facilities contracts for the 2017-2018 school year. (attachment on file)

POLICIES

Approve 1st reading revisions to the following Policies:

- #203.1 Communicable Diseases and Immunization
- #209 Health Examinations
- #210 Administration of Medications/Emergency Care
- #246 Student Wellness

AGREEMENTS

Approve the agreement between Safe Schools and the Palmerton Area School District for Safety & Compliance Employee training in the amount of \$1,125.00 (Consortium pricing through CLIU).

Approve the agreement between Preferred EAP and the Palmerton Area School District for Employee Assistance services. There is no annual fee for this service.

PA TREATMENT

Approve PA Treatment & Healing as one of the District's alternative education placement programs for the 2017-2018 school year.

COURSE RECOVERY FACILITATOR

Approve Andrew Remsing as summer program facilitator of the eBridges Course/Credit Recovery program for students in grades 7-12, at the rate of \$30/hr. Program to run June 26, 2017 to July 13, 2017, Monday through Thursday, two sessions 8:30-12 p.m. [Student cost is \$160 per course]

AGREEMENTS

Approve the agreement with The Meadows School for the 2017-2018 and 2018-2019 school years at the rate of \$65 per day as needed.

Approve the 2017-18 agreement with Central Susquehanna Intermediate Unit 16 for computer services at a rate based on student enrollment and an estimated cost of \$23,000.00

- BONDING** Approve the following bonding amounts for the 2017-18 fiscal year:
- Board President \$100,000
 - Board Vice President \$100,000
 - Board Secretary \$100,000
 - Board Treasurer \$100,000
 - Superintendent \$100,000
 - Business Manager \$100,000
 - Employee Blanket Bond \$ 35,000
- BIDS** Approve the awarding of the bids to GMG of Easton for flooring and painting of the south side second floor and corridor of the High School in the amount of \$ 44,975 and for SS Palmer Elementary Art Room Corridor Case work in the amount of \$ 19,130.
- DRAMA COACH** Approve Angela Harris as a volunteer drama coach, effective June 21, 2017.
- RESIGNATION** Accept the resignation of Michael Svetik from the Head Baseball Coach position, effective immediately.
- EMPLOYMENT AGREEMENTS** Approve the Confidential Secretary Agreements with the Superintendent's Secretary, Business Manager's Secretary, and PIMS Secretary effective July 1, 2017 through June 30, 2021.
- Approve the Act 93 Agreement effective July 1, 2017 through June 30, 2021.
- SUPPORT STAFF CONTRACT** Approve the Support Staff Contract, effective July 1, 2017 through June 30, 2021.

End of Consent Agenda

- 2017-2018 BUDGET APPROVED** Director Smale moved, seconded by Director Debski that the Board of Directors of the Palmerton Area School approve the Palmerton Area School District General Operating Budget for the 2017-2018 fiscal year with a real estate tax levy of 56.7793 mills (a 1.25 mill increase over 2016-2017) with budgetary expenditures of \$32,349,011. The board also authorizes, as a part of the General Operating Budget adoption, the Section 679 Per Capita Tax of \$5.00; Act 511 Earned Income Tax of 1.00%; Act 511 Per Capita Tax of \$10.00; Act 511 Realty Transfer Tax of 1.00%; Local Services Tax of \$5.00. The Board reaffirms and reenacts all collection procedures that are applicable to the local service tax, Section 679 and 511 Per Capita tax and Act 511 Earned Income Tax, and Act 511 Realty transfer tax. For informational purposes: Sharing of certain taxes occurs as permitted by law: Per Capita -- \$10.00 school district, \$5.00 municipality; Earned Income Tax --.5% school district, .5% municipality; Realty Transfer Tax -- .5% school district, .5% municipality; Local Services Tax --\$5.00 school district, \$47.00 municipality.
- Aye Votes: Directors Recker, Debski, Smale, Harry, Haas, and Yeakel
Nay Votes: Directors Gildner, Myers, and Scherer Motion Carried
- FACILITIES USE AGREEMENT WITH LEHIGHTON AREA SCHOOL DISTRICT APPROVED** Director Scherer moved, seconded by Director Haas that the Board of Directors of the Palmerton Area School approve the Facilities Use Agreement with the Lehigh Area School District for use of their athletic facilities while Palmerton's facilities are not available.
- Aye Votes: All Directors Present
Nay Votes: None. Motion Carried

INFORMATION ITEMS: (attachments on file)

- Enrollment May 31, 2017
- LCCC Board Meeting Minutes May 4, 2017
- LCCC President's Desk Newsletter June 2017
- Board Summary

PUBLIC PARTICIPATION:

Kathy Fallow:

- Read a prewritten statement
- Asked for the positive aspects of the Superintendent
- Encouraged the District to engage the community

Tammy Recker

- Team effort of the Board, school administrators and school employees
- Pride in the District. Board is vested in the District
- Superintendent's evaluation will not be on the website

Dan Heaney

- District has a strong commitment to technology

Anne Cronk:

- Opportunity to make a good change to this District with the negotiations

Susan Debski

- It takes the home, the student, and the school to be responsible for a school's success

Audrey Larvey

- Questions on renewing the superintendent's contracts
- On leadership, advances for our students, goals

Michelle Muffley

- Told about the events of the District in the schools
- Thanked retirees: Mrs Way, Mrs. Englert, Mr. Heiney, Mr. Amorim
- 355 days worked without a contract

LeeAnn Krause

- Upset with the District about incident on the school bus
- Also an incident with son in the Junior High

ADJOURNMENT

Director Recker moved, seconded by Director Harry that the Board of Directors of the Palmerton Area School District adjourn the meeting at 7:50 PM.

Aye Votes: All Directors Present

Nay Votes: None. Motion Carried

Respectfully submitted,

Deborah A. Scheckler
Board Secretary