

PALMERTON AREA SCHOOL DISTRICT

MEETING OF THE BOARD OF SCHOOL DIRECTORS

Tuesday, June 18, 2019

Conference Room

680 4th St., Palmerton, PA 18071

EXECUTIVE SESSION TONIGHT AT 6:00 P.M. CONCERNING PERSONNEL/LEGAL MATTERS

1. CALL TO ORDER: 6:30 PM, PLEDGE OF ALLEGIANCE

2. ROLL CALL:

| | | | | | |
|---------------|-------------|-------------|----------|----------------|----------------|
| Ms. Baumgardt | Ms. Fallow | Mr. Gildner | Ms. Haas | Ms. Harry | Mr. Paules |
| Ms. Recker | Mr. Scherer | Mr. Smale | Mr. Kish | Att. Lochinger | Mr. McLaughlin |

3. SUPERINTENDENT'S REPORT:

4. BUSINESS MANAGER'S REPORT:

5. BOARD MEMBER REPORTS:

6. OLD BUSINESS:

7. PUBLIC PARTICIPATION: (POLICY #903)

There shall be time available for public participation at the beginning and end of each board meeting. The beginning session is open for agenda items only and the ending session is open for any agenda times or issues relating to school district policies and operations; Informal requests shall be afforded five (5) minutes for presentation. Should the speaker find the five (5) minute time allotment to be insufficient for his/her presentation, a more detailed written presentation shall be an option. Please note that public interruption of the meeting will detract from the Meeting

8. CONSENT AGENDA:

Motion for the Board of Directors to approve the attached consent agenda

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

9. FISCAL:

- A. Motion for the Board of Directors to approve the Palmerton Area School District General Operating Budget for the 2019-2020 fiscal year with a real estate tax levy of 57.5293 mills (a .75 mill increase over 2018-2019) with budgetary expenditures of \$34,032,948. 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.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

B. It is recommended that the Board of Directors approve the enclosed Budget Transfers.
Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

C. It is recommended that the Board of Directors authorize the Business Manager to begin the Request for Proposal (RFP) process for Engineer of Record services.
Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

D. It is recommended that the Board of Directors approve Change Order Number 001, JBM Mechanical. The contract sum will be increased by this change order in the amount of \$57,735.70.
Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

E. It is recommended that the Board of Directors approve Change Order Number 002, JBM Mechanical. The contract sum will be increased by this change order in the amount of \$21,931.18.
Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

F. It is recommended that the Board of Directors approve Change Order Number 003, JBM Mechanical. The contract sum will be increased by this change order in the amount of \$8,500.86.
Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

G. It is recommended that the Board of Directors approve Change Order Number 004, JBM Mechanical. The contract sum will be increased by this change order in the amount of \$21,766.97
Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

10. OTHER:

A. It is recommended that the Board of Directors approve the first reading of Policy #006 – Meetings
Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

B. It is recommended that the Board of Directors appoint Thomas McLaughlin interim superintendent.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

C. Motion for the Board of Directors to approve _____ as Treasurer of the Palmerton Area School Board, effective July 1, 2019 to June 30, 2020, at the rate of \$400.00.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

11. INFORMATION ITEMS: (Enclosures)

- A. Student Enrollment, May 31, 2019
- B. LCCC Board Meeting Minutes, May 2, 2019
- C. LCCC President's Desk Newsletter, June 2019
- D. Board Summary

12. PUBLIC PARTICIPATION:

13. FOR THE GOOD OF THE ORDER:

14. ADJOURNMENT:

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

PASD MEETING SCHEDULE:

Workshop: Tuesday, July 2, 2019 at 5:30 PM

BOE Meeting: Tuesday, July 16, 2019, at 6:30 PM

PALMERTON AREA SCHOOL DISTRICT

Consent Agenda

Tuesday, June 18, 2019

1. MEETING MINUTES: (Enclosure 1)

Approve the minutes from May 21, 2019 meeting.

2. APPROVAL OF FINANCIAL REPORTS FOR DISTRICT ACCOUNTS:

Approve the financial reports listed below:

- A. TREASURER'S REPORT (Enclosure 2)
- B. ACCOUNTS PAYABLE (Enclosure 3)

3. FISCAL:

- A. Approve the Interim Superintendent & Business Manager to make and release payments for the remaining June and July accounts payable.
- B. Approve all budget transfers for fiscal year ending June 30, 2019 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 2018-2019 audit.
- C. Approve the breakfast and lunch prices for 2019-2020 as mandated by Section 205 of the Healthy, Hunger-Free Kids Act of 2010.
 - Elementary Breakfast \$1.20
 - Secondary Breakfast \$1.30
 - Adult Breakfast \$2.15
 - Elementary Lunch \$2.65
 - Secondary Lunch \$2.75
 - Adult Lunch \$3.75
 - Milk \$.55
- D. Approve the Performance License Agreement with Dramatic Publishing for the performance of A Christmas Story in December 2019.
- E. Approve the 2019-2020 workers compensation coverage through CM Regent at an estimated cost of \$124,258.
- F. Approve the athletic insurance coverage through Axis Insurance Company for the period of August 6, 2019 to August 6, 2020 at a cost of \$36,706
- G. Approve the voluntary student accident coverage through Axis Insurance Company for the period of August 6, 2019 to August 6, 2020.
- H. Approve the 2019-2020 homestead/farmstead taxable assessment exclusion of \$3,584 and the homestead/farmstead tax exclusion of \$206.20.
- I. Approve the upgrade to the Virtual Circuit Connection service agreement with PenTeleData. (attachment on file)

- J. Approve the following teachers to attend the out of state conference “Get Your Teach On” October 14th and 15th, 2019 at the Mohegan Sun Resort in Uncasville, CT: Brittany Zeky, Ali Spalding, Lisa Ward, Krystal Meglio, and Elizabeth Karb.
- K. Approve the following bonding amounts for the 2019-20 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 Theft 5,000, Forgery or Alteration \$100,000.
- L. Approve resolution #06.18.19 per the Real Estate Tax Universal Installment Payment Plan Resolution, to use the following installment dates for the collection of the 2019 Real Estate Taxes (enclosure).
- M. Grant permission to release the 2019 Tax Duplicates to the respective tax collectors for the fiscal year beginning July 1, 2019.

4. PERSONNEL:

- A. Approve the attached tuition reimbursement.
- B. Approve the assignment change for Andrew Remsing from Athletic Coordinator to High School Science Teacher, effective 7/1/19.
- C. Approve the assignment change for Kyle Porembo from High School Science Teacher to Athletic Coordinator, effective 7/1/19.
- D. Approve the change of retirement date to January 3, 2020 for Dianne Smelas.

- E. Approve the following extracurricular positions for the 2019-2020 school Year:

| | | |
|---------------|---------------------------|---------|
| Kerry Jahelka | MS Cross Country Coach | \$2,662 |
| Tyler Svetik | Asst. Cross Country Coach | \$2,662 |
| John Cronk | JV Volleyball Coach | \$2,662 |

- F. Approve the following Club/Class Advisors for the 2019-2020 School Year:

| | | |
|-----------------------------------------|--------------------|-----------|
| Aevidum | Vicki McHugh | \$1,173 |
| Art Club Co-Advisor | Lyndsey Heinrich | \$942.50 |
| Art Club Co-Advisor | Miranda Allen | \$942.50 |
| Avenger Advisor | Robert Falkenstein | \$3,852 |
| Chorus Advisor | Joseph Plechavy | \$2,106 |
| Class of 2020 Senior Class Advisor | Craig Borland | \$1,952 |
| Class of 2021 Junior Class CoAdvisor | Dawn Burke | \$684.50 |
| Class of 2021 Junior Class CoAdvisor | Tammy Muniz | \$684.50 |
| Class of 2022 Sophomore Class CoAdvisor | Travis Fink | \$684.50 |
| Class of 2022 Sophomore Class CoAdvisor | Tammy Muniz | \$684.50 |
| Class of 2023 Freshman Class Advisor | Robert Falkenstein | \$1,369 |
| Color Guard | Chrissy Rehatchek | \$1,369 |
| Concert Band Advisor | Thomas Heinick | \$2,106 |
| Drama Club Advisor | Brent Harris | \$3,424 |
| Environmental Club Co-Advisor | Michael Gombert | \$586.50 |
| Environmental Club Co-Advisor | Paul McArdle | \$586.50 |
| Film Club | Brent Harris | Volunteer |

| | | |
|-------------------------------------|--------------------|-----------|
| FBLA Co-Advisor | Jennifer Danzeisen | \$586.50 |
| FBLA Co-Advisor | Kerry Palumbo | \$586.50 |
| Games Club | Kerry Palumbo | Volunteer |
| Gridiron Club Advisor | Chris Walkowiak | Volunteer |
| International Travels' Club Advisor | Jose Elvir | Volunteer |
| LEO Club Co-Advisor | Tammy Muniz | \$586.50 |
| LEO Club Co-Advisor | Travis Fink | \$586.50 |
| Library Book Club Advisor | Whitney Kern | Volunteer |
| Marching Band Director | Thomas Heinick | \$4,623 |
| Marching Band Asst. Director | Marcia Heinick | \$2,553 |
| Mock Trial Advisor | Jennifer Danzeisen | \$1,173 |
| National Honor Society Advisor | Alex Knoll | \$1,959 |
| Oratory Advisor | Bonnie Tavella | \$1,173 |
| Paac Advisor | Miranda Allen | Volunteer |
| PLURAL Advisor | Kerry Palumbo | Volunteer |
| SADD | Vicki McHugh | \$786 |
| Scholastic Scrimmage Advisor | Alex Knoll | \$980 |
| Stage Maintenance Advisor | Brent Harris | \$2,020 |
| Stage Maintenance Advisor Asst. | Brandyn Miller | \$1,595 |
| Student Council Co-Advisor | Jeana Baumgardt | \$976 |
| Student Council Co-Advisor | Joshua Nenscel | \$976 |
| Teachers of Tomorrow | Alex Knoll | Volunteer |
| Video Club Advisor | Robert Falkenstein | Volunteer |
| Yearbook Advisor | Robert Falkenstein | \$3,852 |

G. Approve the following curriculum advisory council for the 2019-2020 school year:

Towamensing:

| | | |
|---------------------|-----------------------------|----------|
| Joyce Paulinho | Grades K and 1(co-advisor) | \$860.50 |
| Brittany Zeky | Grades K and 1(co-advisor) | \$860.50 |
| Lindsay Serfass | Grades 2 and 3 (co-advisor) | \$860.50 |
| Alexandrea Spalding | Grades 2 and 3(co-advisor) | \$860.50 |
| Susan Deem | Grade 4 | \$1,721 |
| Lisa Ward | Grade 5 | \$1,721 |
| Jaelyn Ivancich | Grade 6 | \$1,721 |

Junior High

| | | |
|--------------------|-----------------------------------|----------|
| Ralph Andrews | Math/Science(co-advisor) | \$860.50 |
| Brad Landis | Math/Science(co-advisor) | \$860.50 |
| Kim Seiler | Social Studies | \$1721 |
| Kevin Kolodziejcki | English/Language Arts(co-advisor) | \$860.50 |
| Patti Jo Boyd | English/Language Arts(co-advisor) | \$860.50 |

Senior High

| | | |
|----------------|-----------------------------|----------|
| Pam Wuest | Math | \$1721 |
| Jeanne Knepper | Science | \$1721 |
| Paul McArdle | Social Studies (co-advisor) | \$860.50 |
| Mike Gombert | Social Studies (co-advisor) | \$860.50 |

| | | | |
|----------------|--------------------|--------------|----------|
| Bonnie Tavella | English | (co-advisor) | \$860.50 |
| Anna Corby | English | (co-advisor) | \$860.50 |
| Carol Andrews | Health/ PE | | \$1,721 |
| Tom Smelas | Business | | \$1,721 |
| Jose Elvir | Foreign Language | | \$1,721 |
| Miranda Allen | Art/Music/Tech Ed. | | \$1,721 |
| Vicki McHugh | Guidance | | \$1,721 |
| Whitney Kern | Library | | \$1,721 |

H. Accept the retirement of Roberta Yeager from her position as a third-grade teacher, effective August 10, 2019.

I. Approve Keith Smith as a full-time custodian at the rate of \$44,714, effective July 1, 2019.

J. Approve Kianna Marlatt as an elementary substitute teacher, effective August 26, 2019.

K. Accept the resignation of Raquel Hoffert, High School Counselor, effective June 21, 2019.

L. Accept the resignation of Melissa Kohler from her position as MS Field Hockey Coach for the 2019-2020 school year.

M. Approve Michael Horvath as an elementary Health/Phys. Ed Teacher at Bachelors, Step 1 - \$46,000 effective August 20th, 2019.

5. OTHER:

A. Approve the following 2019-2020 handbooks:

HS Student Handbook

B. Approve the field trip request from Jose Elvir for the Palmerton Area High School International Travelers Club to visit Hungary, Poland, Germany, Slovakia and the Czech Republic in June of 2020, expenses will be the responsibility of the club and students.

C. Approve the request by Thomas Heinick for the Palmerton Area High School Marching Band, Concert Band and Chorus to take a four-day trip to Massachusetts in Spring of 2021.

D. Accept the status that the members of the senior class of 2019 have completed the graduation requirements set forth by the Pennsylvania Department of Education and the Board of Education of the Palmerton Area School District. (Enclosure)

E. Approve the facilities contracts for the 2019-2020 school year. (as submitted)