

PALMERTON AREA SCHOOL DISTRICT
PALMERTON, PA.
June 18, 2019

BOARD MINUTES

An executive session was held tonight at 6:00 P.M. concerning personnel and legal matters.

The regular meeting of the Palmerton Area School District Board of Directors was held on June 18th, 2019, at 6:45 P.M. in the Conference Room of the Administration Office. President Baumgardt presided.

FLAG SALUTE

ROLL CALL Present: Directors Baumgardt, Fallow, Gildner, Haas, Harry, Paules, Recker, Scherer, and Smale
Absent: None

OTHER ATTENDANCE Thomas McLaughlin – Interim Superintendent, Ryan Kish - Business Manager/Board Secretary, Shawn Lochinger – Solicitor

SUPERINTENDENT’S REPORT:

- Thanked the faculty and staff for the great school year.
- Wished the graduates of the class of 2019 best of luck.

BUSINESS MANAGER’S REPORT:

- Workers Compensation Insurance savings for 2019-2020 of over \$11,000
- District budget on agenda tonight, no state budget passed yet

BOARD MEMBER REPORTS:

CCTI Report – Director Fallow

- CCTI Science Teacher Anna Leigh Conway honored with 2019 Da Vinci Award for Teaching Excellence.
- Attended CCTI’s Graduation, Valedictorian Skyler Graver of Palmerton and Salutatorian Rachel Dickson of Palmerton made speeches.

PSBA Report – Director Fallow

- PSBA will host School leadership conference in October. Multi-day event geared towards the needs of school leaders.

CLIU IU 21 Report – Director Haas

- IU employee, Kim Talipan, received Gary Miller award. Competitive award in state someone who shows skill, commitment to helping those with special needs.

Library Report – Director Haas

- Branching out programs at Country Junction and Bowmanstown. July 17th at Country Junction, July 9th, 16th, 23rd at Bowmanstown Borough Hall under Tree.
- Golfing Fundraiser August 23rd.

PUBLIC PARTICIPATION

Audrey Larvey – Questioned if the Change Orders on agenda fall within contingency. Tim Sisock of Barry Isett commented that they fall under the budget and that the district recently approved a \$107k change order credit.

Bruce Reiner – Commented that he would like the board to vote no for real estate tax increase.

Director Gilder – Encouraged the board to vote for a zero-tax increase. Fund balance estimates are only if we spend 100% for 2018-19 and 2019-20, recent trends show district puts back surplus. Small increase for some could be large increase for those on fixed income.

The Board had a brief discussion about the budget and tax increase. Director Fallow commented that she does not want to risk cutting programs. Director Scherer commented about the aging of the district's buildings.

**APPROVED
CONSENT
AGENDA** Director Smale moved, seconded by Director Harry, to approve the attached consent agenda with the following changes: 1) Personnel G, Curriculum Advisory Council – Remove Vicki McHugh (Guidance) and Whitney Kern (Library) pending additional information. 2) Other C, Band Trip - to include language that states “expenses will be the responsibility of the club”, and 3) Other F, Summer Program Facilitator – to include language that states “not to exceed four hours per day”.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

CONSENT AGENDA

MINUTES Approved the minutes from May 21, 2019 meeting.

**FINANCIAL
REPORTS** Approved the financial reports: Treasurer's Report, Accounts Payable

**JUNE/JULY
ACTS. PAYABLE** Approved the Interim Superintendent & Business Manager to make and release payments for the remaining June and July accounts payable.

**BUDGET
TRANSFERS** Approved 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.

LUNCH PRICES Approved 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

**DRAMA
AGREEMENT** Approved the Performance License Agreement with Dramatic Publishing for the performance of A Christmas Story in December 2019.

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|--|---|---------------|------------------------|---------|---------------------|---------------------------|----------|---------------------|---------------------|----------|-----------------|--------------------|---------|----------------|-----------------|---------|
| WORKERS COMP. | Approved the 2019-2020 workers compensation coverage through CM Regent at an estimated cost of \$113,067. | | | | | | | | | | | | | | | |
| ATHLETIC INSURANCE | Approved 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 | | | | | | | | | | | | | | | |
| VOL. STUDENT ACCIDENT INSURANCE | Approved the voluntary student accident coverage through Axis Insurance Company for the period of August 6, 2019 to August 6, 2020. | | | | | | | | | | | | | | | |
| HOMESTEAD/FARMSTEAD | Approved the 2019-2020 homestead/farmstead taxable assessment exclusion of \$3,632 and the homestead/farmstead tax exclusion of \$206.20. | | | | | | | | | | | | | | | |
| PENTELEDATA AGREEMENT | Approved the upgrade to the Virtual Circuit Connection service agreement with PenTeleData. | | | | | | | | | | | | | | | |
| OUT OF STATE CONFERENCE | Approved the following teachers to attend the out of state conference "Get Your Teach On" October 14 th and 15 th , 2019 at the Mohegan Sun Resort in Uncasville, CT: Brittany Zeky, Ali Spalding, Lisa Ward, Krystal Meglio, and Elizabeth Karb. | | | | | | | | | | | | | | | |
| BONDING | Approved 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. | | | | | | | | | | | | | | | |
| REAL ESTATE PAYMENT RESOLUTION | Approved 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). | | | | | | | | | | | | | | | |
| TAX DUPLICATES | Granted permission to release the 2019 Tax Duplicates to the respective tax collectors for the fiscal year beginning July 1, 2019. | | | | | | | | | | | | | | | |
| TUITION | Approved the attached tuition reimbursement. | | | | | | | | | | | | | | | |
| ATHLETIC COORDINATOR CHANGE | Approved the assignment change for Andrew Remsing from Athletic Coordinator to High School Science Teacher, effective 7/1/19. Approved the assignment change for Kyle Poremba from High School Science Teacher to Athletic Coordinator, effective 7/1/19. | | | | | | | | | | | | | | | |
| RETIREMENT | Approved the change of retirement date to January 3, 2020 for Dianne Smelas. | | | | | | | | | | | | | | | |
| EXTRA-CURRICULAR | Approved the following extracurricular positions for the 2019-2020 school year: <table border="0" style="margin-left: 40px;"> <tr> <td>Kerry Jahelka</td> <td>MS Cross Country Coach</td> <td>\$2,662</td> </tr> <tr> <td>Tyler Svetik</td> <td>Asst. Cross Country Coach</td> <td>\$2,662</td> </tr> <tr> <td>John Cronk</td> <td>JV Volleyball Coach</td> <td>\$2,662</td> </tr> </table> | Kerry Jahelka | MS Cross Country Coach | \$2,662 | Tyler Svetik | Asst. Cross Country Coach | \$2,662 | John Cronk | JV Volleyball Coach | \$2,662 | | | | | | |
| Kerry Jahelka | MS Cross Country Coach | \$2,662 | | | | | | | | | | | | | | |
| Tyler Svetik | Asst. Cross Country Coach | \$2,662 | | | | | | | | | | | | | | |
| John Cronk | JV Volleyball Coach | \$2,662 | | | | | | | | | | | | | | |
| ADVISORS | Approve the following Club/Class Advisors for the 2019-2020 School Year: <table border="0" style="margin-left: 40px;"> <tr> <td>Aevidum</td> <td>Vicki McHugh</td> <td>\$1,173</td> </tr> <tr> <td>Art Club Co-Advisor</td> <td>Lyndsey Heinrich</td> <td>\$942.50</td> </tr> <tr> <td>Art Club Co-Advisor</td> <td>Miranda Allen</td> <td>\$942.50</td> </tr> <tr> <td>Avenger Advisor</td> <td>Robert Falkenstein</td> <td>\$3,852</td> </tr> <tr> <td>Chorus Advisor</td> <td>Joseph Plechavy</td> <td>\$2,106</td> </tr> </table> | 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 |
| 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 | | | | | | | | | | | | | | |

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|---|--------------------|-----------|
| 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 | \$786 |
| 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 |
| Video Club Advisor | Robert Falkenstein | Volunteer |
| Yearbook Advisor | Robert Falkenstein | \$3,852 |

**CURRICULUM
ADVISORY**

Approved the following curriculum advisory council for the 2019-2020 school year:

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|---------------------|-----------------------------------|----------|
| 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 |
| Jaclyn Ivancich | Grade 6 | \$1,721 |
| <u>Junior High</u> | | |
| Ralph Andrews | Math/Science(co-advisor) | \$860.50 |
| Brad Landis | Math/Science(co-advisor) | \$860.50 |
| Kim Seiler | Social Studies | \$1721 |
| Kevin Kolodziejki | English/Language Arts(co-advisor) | \$860.50 |
| Patti Jo Boyd | English/Language Arts(co-advisor) | \$860.50 |
| <u>Senior High</u> | | |
| 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 |

- RETIREMENT** Accepted the retirement of Roberta Yeager from her position as a third-grade teacher, effective August 10, 2019.
- FT CUSTODIAN** Approved Keith Smith as a full-time custodian at the rate of \$44,714, effective July 1, 2019.
- ELEMENTARY SUB** Approved Kianna Marlatt as an elementary substitute teacher, effective August 26, 2019.
- COUNSELOR RESIGNATION** Accepted the resignation of Raquel Hoffert, High School Counselor, effective June 21, 2019.
- FIELD HOCKEY RESIGNATION** Accepted the resignation of Melissa Kohler from her position as MS Field Hockey Coach for the 2019-2020 school year.
- HEALTH/PE HIRED** Approved Michael Horvath as an elementary Health/Phys. Ed Teacher at Bachelors, Step 1 - \$46,000 effective August 20th, 2019.
- HS HANDBOOK** Approved the 2019-2020 High School Student Handbook
- INT'L TRAVELERS CLUB** Approved 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.
- BAND TRIP** Approved 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. Expenses will be the responsibility of the club.
- SENIOR CLASS** Accepted 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)
- FACILITIES CONTRACTS** Approved the facilities contracts for the 2019-2020 school year.
- EBRIDGES COURSE/CREDIT RECOVERY** Approved Andrew Remsing as summer program facilitator of the eBridges Course/Credit Recovery Program for students in grades 7-12, at the rate of \$32/hr. Program to run June 19, 2019 to July 3, 2019 not to exceed four hours per day.

END OF CONSENT AGENDA

**2019-2020
BUDGET
APPROVED**

Director Scherer moved, seconded by Director Gildner, 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.

Aye Votes: Directors Baumgardt, Fallow, and Haas

Nay Votes: Directors Gildner, Harry, Paules, Recker, Scherer and Smale. Motion Failed.

Director Gildner moved, seconded by Director Recker, to approve the Palmerton Area School District General Operating Budget for the 2019-2020 fiscal year with a real estate tax levy of 56.7793 mills (no 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.

Aye Votes: Directors Gildner, Harry, Paules, Recker, and Smale.

Nay Votes: Directors Baumgardt, Fallow, Haas, and Scherer. Motion Carried.

Director Harry moved, seconded by Director Gildner, to approve the enclosed Budget Transfers.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

**RFP PROCESS
FOR ENGINEER
APPROVED**

Director Fallow moved, seconded by Director Smale, to authorize the Business Manager to begin the Request for Proposal (RFP) process for Engineer of Record services.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

**CHANGE
ORDERS
APPROVED**

Director Scherer moved, seconded by Director Haas, to approve Change Order Number 001, JBM Mechanical. The contract sum will be increased by this change order in the amount of \$57,735.70.

Aye Votes: Directors Baumgardt, Gildner, Haas, Harry, Recker, Scherer, and Smale.
Nay Votes: Directors Fallow and Paules. Motion Carried.

Director Smale moved, seconded by Director Haas, to approve Change Order Number 002, JBM Mechanical. The contract sum will be increased by this change order in the amount of \$21,931.18.

Aye Votes: Directors Baumgardt, Gildner, Haas, Harry, Recker, Scherer, and Smale.
Nay Votes: Directors Fallow and Paules. Motion Carried.

Director Smale moved, seconded by Director Haas, to approve Change Order Number 003, JBM Mechanical. The contract sum will be increased by this change order in the amount of \$8,500.86.

Aye Votes: Directors Baumgardt, Gildner, Haas, Harry, Recker, Scherer, and Smale.
Nay Votes: Directors Fallow and Paules. Motion Carried.

Director Scherer moved, seconded by Director Haas, to approve Change Order Number 004, JBM Mechanical. The contract sum will be increased by this change order in the amount of \$21,766.97

Aye Votes: Directors Baumgardt, Gildner, Haas, Harry, Recker, Scherer, and Smale.
Nay Votes: Directors Fallow and Paules. Motion Carried.

FIRST POLICY READING APPROVED Director Scherer moved, seconded by Director Baumgardt, to approve the first reading of Policy #006 – Meetings

Aye Votes: All Directors Present.
Nay Votes: None. Motion Carried.

INTERIM SUPER. APPROVED Director Harry moved, seconded by Director Smale, to appoint Thomas McLaughlin interim superintendent.

Aye Votes: All Directors Present.
Nay Votes: None. Motion Carried.

TREASURER APPROVED Director Fallow moved, seconded by Director Harry, to approve Sherry Haas as Treasurer of the Palmerton Area School Board, effective July 1, 2019 to June 30, 2020, at the rate of \$400.00.

Aye Votes: All Directors Present.
Nay Votes: None. Motion Carried.

SUPER. SEARCH APPROVED Director Scherer moved, seconded by Director Smale to hire PSBA to assist in the Superintendent search.

Aye Votes: All Directors Present.
Nay Votes: None. Motion Carried.

PUBLIC PARTICIPATION:

Jeff Henry – Would like a middle school soccer team, co-ed if possible. Also, would like middle school softball team.

Anne Cronk – Questioned how much the superintendent search would be. Director Baumgardt stated that it would be dependent on a few different factors but could be \$10 to \$12k. Ms. Cronk stated that she would rather see a small tax increase then a large increase in a couple of years. Also thanked the board for volleyball approval, thankful for home games.

Josh Nenscel – PAEA Update. High School minithon presentation. Miller Keystone recognition. Class trip to Kalahari, Graduation speeches. Jr. High time capsule, field trips, Towamensing Environmental Club poster contest, Palmer hotdog coolers, Parkside book swap and picnic.

FOR THE GOOD OF THE ORDER:

Director Fallow – Questioned the approval of money to increase the number of Special Education teachers. Will follow up at Curriculum Committee Meeting.

Director Gildner – Wants to make sure we mandate students to visit CCTI unless they opt out. Mrs. Husar responded that there are plans for next year.

Director Haas – Passed out paper provided by Mr. McLaughlin that showed what we requested for change orders. Tim Sissock of Barry Isett stated that owner initiated change orders totaled \$290k.

Director Haas moved, seconded by Director Scherer, that the Board of Directors of the Palmerton Area School District adjourn the meeting at 8:11 P.M.

ADJOURNMENT Aye Votes: All Directors Present
Nay Votes: None. Motion Carries

Respectfully submitted,

Ryan P. Kish
Business Manager/Board Secretary