

**PALMERTON AREA SCHOOL DISTRICT**  
**MEETING OF THE BOARD OF SCHOOL DIRECTORS**  
**Tuesday, October 19, 2021**  
**Parkside Boardroom, 680 Fourth Street, Palmerton, PA**

**1. CALL TO ORDER 6:30 P.M.: PLEDGE OF ALLEGIANCE**

**2. ROLL CALL:**

Ms. Connell	Ms. Fallow	Ms. Haas	Ms. Larvey	Mr. Mazepa	Mr. Paules
Ms. Recker	Mr. Scherer	Ms. Zellers	Dr. Frankelli	Atty. Lochinger	

**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. MEETING MINUTES:**

A. Motion for the Board of Directors to approve the board meeting minutes from September 21, 2021.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**9. CONSENT AGENDA:**

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

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**10. FISCAL:**

A. Motion for the Board of Directors to approve the district’s insurance renewal effective November 12, 2021.

Coverage	Carrier	Expiring Term Premium	Proposed Term Premium
Property	CM Regent Ins. Co.	\$61,402	\$62,593
General Liability and Crime	CM Regent Ins. Co.	\$31,353	\$29,550
Automobile	CM Regent Ins. Co.	\$6,363	\$6,404
Equipment Breakdown	CM Regent Ins. Co.	\$4,310	\$4,390
Umbrella	CM Regent Ins. Co.	\$12,750	\$11,555
Cyber Liability	Houston Casualty Co.	\$7,584.22	\$19,004.26
School Leaders’ Liability	CM Regent Ins. Co.	\$20,003	\$18,703
<b>Total:</b>		<b>\$143,765.22</b>	<b>\$152,199.26</b>

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**11. PUBLIC PARTICIPATION:**

**12. FOR THE GOOD OF THE ORDER:**

**13. ADJOURNMENT:**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**PALMERTON AREA SCHOOL DISTRICT**  
**CONSENT AGENDA**  
**Tuesday, October 19, 2021**

**1. FISCAL:**

- A. Approve the Accounts Payable Reports (enclosures)
- B. Approve the Treasurer’s Reports (enclosures)
- C. Approve budget transfers

**2. PERSONNEL:**

- A. Approve Jamie Bass as cafeteria worker at a rate of \$13.85 per hour effective October 20, 2021
- B. Approve Donna Winter as substitute cafeteria worker at a rate of \$10.00 per hour effective October 20, 2021
- C. Approve the following coaches for the 2021-2022 school year effective October 20, 2021:

Tyler Svetik	Baseball Head Coach	\$4,136
Janice Blose	Swim Volunteer Coach	--
Julia Dougherty	Swim Volunteer Coach	--
Nathan Newborg	Boys’ Basketball Volunteer Assistant Coach	--

- D. Accept the following resignations:

Emily Jean Chukoskie	Title 1 Reading Specialist	Effective October 6, 2021
Darlene Dugan	Instructional Assistant	Effective October 22, 2021
Linda Smith	Cafeteria Worker	Effective October 5, 2021
William Zeky	Head Cross Country Coach	Effective at the conclusion of the 2021-2022 season

- E. Approve uncompensated leave for the following employees:

Employee # 520	From September 7, 2021 through October 29, 2021
Employee # 570	From September 20, 2021 through September 23, 2021
Employee # 571	From October 1, 2021 through October 13, 2021
Employee # 572	From September 29, 2021 through October 5, 2021

**3. OTHER:**

- A. Approve the first reading of the following policies (enclosures):
  - 1) Policy #006 Meetings
  - 2) Policy #235 Student Rights & Responsibilities
  - 3) Policy #606 Tax Collection
  - 4) Policy #610 Purchases Subject to Bid

- 5) Policy #614 Payroll Authorization
- 6) Policy #615 Payroll Deductions
- 7) Policy #616 Payment of Bills
- 8) Policy # 616.1 Electronic Records/Signatures
- 9) Policy #617 Petty Cash
- 10) Policy #619 District Audit
- 11) Policy #620 Fund Balance
- 12) Policy #626 Federal Fiscal Compliance
- 13) Policy #626.1 Travel Reimbursement-Federal Programs

- B. Approve the second readings and adoption of the following polices (enclosures):
- 1) Policy #137 Home Education Programs
  - 2) Policy #137.1 Extracurricular Participation by Home Education Students
  - 3) Policy #140 Charter Schools
  - 4) Policy #140.1 Extracurricular Participation by Charter/Cyber Charter Students
  - 5) Policy #142 Migrant Students
  - 6) Policy #229 Student Fundraising
  - 7) Policy # 331 Job Related Expenses
  - 8) Policy # 803 School Calendar
- C. Approve the Memorandum of Understanding between Star Community Health, Inc., and Palmerton Area School District for mobile dental van services for the 2021-2022 school year (enclosure)
- D. Approve the Memorandum of Understanding between United Way of the Greater Lehigh Valley-AmeriCorps PennServe Program Sponsor and Palmerton Area School District with a cost share of \$2,500.00 for services from October 20, 2021 through July 31, 2022 (enclosure)
- E. Approve the Memorandum of Understanding between PathStone Corporation and Palmerton Area School District for services from October 20, 2021 through October 20, 2022 (enclosure)
- F. Approve retroactively the contract for services of 4D Karaoke/DJ Services for the Homecoming Dance on October 16, 2021 in the amount of \$375.00 (enclosure)
- G. Approve the contract for Nick Romano DJ Service for the Junior High School Halloween Dance on October 29, 2021 in the amount of \$200.00 (enclosure)
- H. Approve Kerry Palumbo and six FBLA student members to attend the FBLA State Leadership Workshop at Kalahari Resort in Pocono Manor, PA on October 31 through November 1, 2021. All costs paid through FBLA fundraisers. (enclosure)
- I. Approve the lease/rental agreement with TheatreWorld Backdrops, LLC, for three backdrop rentals for the Drama Activity Club from November 22, 2021 through December 5, 2021 at a cost of \$2,167.42 (enclosure)
- J. Approve the Contract for Contests Under PIAA Rules in the amount of \$450.00 for varsity team participation in the Governor Mifflin High School Wrestling Tournament on December 29 and 30, 2021 (enclosure)

- K. Approve Dr. Jodi Frankelli to attend the CLIU #21 Superintendents Leadership Conference in Hershey, PA, on November 3-5, 2021 at a cost not to exceed \$87.36 (enclosure)
- L. Accept the donation in the amount of \$1,000.00 from McClure Company to the Environmental Activity Club for revitalization of the high school courtyard
- M. Accept the following donations from St. Luke's University Health Network:
- Teamwear for administration and athletic staff from BSN Sports with a value of approximately \$2,500.00
  - Used weight room equipment (enclosure)
- N. Accept the following donations to the general fund in the amount of \$325.00 to benefit Towamensing Elementary in memory of Diane Morgan:
- Michael & Melissa Martinez - \$100.00
  - Carol Thomas - \$25.00
  - Elsa Behler - \$100.00
  - Eric & Susan Zerbe - \$50.00
  - Audrey Larvey - \$50.00