

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, October 19, 2021

BOARD MINUTES

<p>ROLL CALL</p> <p>OTHER ATTENDANCE</p>	<p>Executive sessions were held October 5, 2021 after the workshop and today, October 19, 2021, before the meeting, concerning legal and personnel matters.</p> <p>The regular board meeting of the Palmerton Area School District Board of Directors was held in the Boardroom of the Administration Building, 680 Fourth Street, Palmerton, PA on Tuesday, October 19, 2021, at 6:40 p.m. President Fallow presided. A Zoom meeting was also made available.</p> <p>Pledge of Allegiance</p> <p>Present: Directors Connell, Fallow, Haas, Larvey, Mazepa, Paules, Recker, Scherer, and Zellers</p> <p>Jodi Frankelli – Superintendent, Jacqueline McCandless – Board Secretary, and Shawn Lochinger – Solicitor</p> <p>SUPERINTENDENT’S REPORT:</p> <ul style="list-style-type: none">• Participating in PennDOT’s Operation Safe Stop tomorrow, teaming up with state police and George’s Transportation as a proactive approach to educating the public that passing a stopped school bus when children are loading or unloading is both dangerous and illegal and to raise awareness about potential consequences that could occur and impact the safety of our students and drivers. For additional information, visit PennDOT’s webpage.• October is National Principals Month, which is a great opportunity to acknowledge and recognize the essential role that principals play in making our schools a success. Thank you to our principals who work hard each and every day for their students, employees, and families.• October 2nd was National Custodian Day. Thank you to all of our custodial staff for their hard work and contribution to making this district a success.• In October, 33 of our Junior High School students were inducted into the National Junior Honor Society. Congratulations to them for being role models in the areas of scholarship, service, leadership, character, and citizenship. Mrs. Melissa Hoffman, NJHS advisor, did a wonderful job organizing the ceremony; also acknowledged Kyle Sebelin, a senior and President of the high school’s National Honor Society, for speaking at last week’s ceremony.• Last week was Homecoming Week and there was a lot of excitement with a bonfire, pep rally, and annual Shirt Off My Back presentation occurring at the football game. Congratulations to the teachers who were recognized because of their hard work, commitment to education, and connection and relationships with their students. Congratulations to Harrison Dailey and Grace Heist for being crowned this year’s Homecoming King and Queen. The week concluded with the homecoming dance on Saturday. Thank you to everyone who helped make that night a success as well.• Kerry Palumbo and Jen Danzeisen, high school teachers and FBLA co-advisors, recognized Chris Walkowiak, a senior, who was awarded 9th place in the Computer Problem Solving international competition out of 88 competitors. Chris said he was
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excited to get the award and to place on a global level. Ms. Palumbo and Ms. Danzeisen stated this is their 10th year with FBLA and have 82 members this year.

- Ralph Andrews, S.S. Palmer/Parkside Principal, honored Sofia Mendes, custodian, and Kristina Manning, guidance counselor, who were recently recognized by the Carbon County Chapter of PA Association of School Retirees when each were awarded the 2020 Loretta Woodson Award for an outstanding job within the district and going above the call of duty to provide all with unmatched love and passion for our community; thanked them for their dedication and congratulated them for this much-deserved award.

BUSINESS MANAGER’S REPORT:

- As a result of the interview by Moody’s Credit Ratings Agency, we will maintain our A1 rating. The district is close to a credit upgrade because of its strong financial position and management but would not get the upgrade at this time for reasons out of control of our district, such as residential wealth and income. Future development within the district boundaries could spur a future upgrade; the A1 rating is very good for a district our size in a rural area.
- The Act 1 index has been released statewide as 3.4%. Palmerton’s adjusted index is 4.6% for fiscal year 2022-2023, up from 4.1% last year and is at its highest in over ten years. The Act 1 index is the amount the district is able to raise taxes without seeking exceptions from the state or through referendum.
- Auditor General issued their Performance Audit report for years ending July 1, 2015-June 30, 2019. There were a few areas of deficiency noted and as a result, the administration is working on a Correction Action Plan to address these areas. The Correction Action Plan will be presented at the November workshop and will be on the November 16, 2021 board agenda for approval.
- This week our Series of 2016 bonds were refinanced into a series of 2021-A bonds for a savings of \$907,000. This is more savings than the original estimate which will have an immediate effect on our budget process by saving \$87,000 this current fiscal year and \$103,000 next year.
- Over the last 12 months, we have produced \$2.3m in savings, which will equate to between \$125,000 and \$200,000 annually until 2036, all without incurring any additional years or costs.

BOARD MEMBER REPORTS:

- Director Haas – CLIU/Library:
 - Library will begin presentations, “Making Space for Autism”, “Understanding Autism”, and “What is an End of Life Doula?”; info and registration on website
 - CLIU had presentation from the Youth Forestry Camp, a detention home for students to receive education and a second chance for students as an outplacement system
- Director Zellers – PSBA:
 - Schools may use ESSER money to hire new school bus drivers to try to negate the driver shortage; also PennDOT is contacting CDL drivers to work as bus drivers
 - Fall Virtual Advocacy Day on October 14th with 150 school participating where members discussed with legislators the successes and challenges within their district

- PSBA withdrew membership from the National School Board Association due to NSBA’s push to label community members as domestic terrorists for speaking out
- Asking us to contact chambers and county commissioners to present information on charter school reform and how it affects districts and how the funding currently works
- Director Larvey – LCCC:
 - Recent audit had no findings; complimented on wise use of money

PUBLIC PARTICIPATION:

- None

BOARD MEETING MINUTES

Director Scherer moved, seconded by Director Connell, to approve the board meeting minutes from September 21, 2021.

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

CONSENT AGENDA

Director Zellers moved, seconded by Director Mazepa, to approve the attached consent agenda.

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

CONSENT AGENDA:

FINANCIAL REPORTS

Approved Accounts Payable Reports

Approved Treasurer’s Reports

Approved budget transfers

CAFETERIA HIRED

Approved Jamie Bass as cafeteria worker at a rate of \$13.85 per hour effective October 20, 2021

SUB CAFETERIA HIRED

Approved Donna Winter as substitute cafeteria worker at a rate of \$10.00 per hour effective October 20, 2021

COACHES HIRED

Approved 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	--

RESIGNATIONS

Accepted 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
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UNCOMPENSATED LEAVE

Approved 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

1st READINGS POLICIES 006-235-606-610-614-615-616-616.1-617-619-620-626-626.1

Approved the first readings of the following polices:

- 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

2nd READINGS POLICIES 137-137.1-140-140.1-142-229-331-803

Approved the second readings and adoption of the following polices:

- 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

MOU DENTAL VAN

Approved 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

MOU UNITED WAY

Approved 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

MOU PATHSTONE

Approved the Memorandum of Understanding between PathStone Corporation and Palmerton Area School District for services from October 20, 2021 through October 20, 2022

HOME COMING DJ

Approved retroactively the contract for services of 4D Karaoke/DJ Services for the Homecoming Dance on October 16, 2021 in the amount of \$375.00

HALLOWEEN DJ

Approved the contract for Nick Romano DJ Service for the Junior High School Halloween Dance on October 29, 2021 in the amount of \$200.00

**FBLA
WORKSHOP**

Approved 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.

**THEATREWORLD
BACKDROP
RENTALS**

Approved 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

**WRESTLING
TOURNAMENT**

Approved 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

**SUPERINTENDENT
CONFERENCE**

Approved 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

DONATIONS

Accepted the donation in the amount of \$1,000.00 from McClure Company to the Environmental Activity Club for revitalization of the high school courtyard

Accepted 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

Accepted 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

END OF CONSENT AGENDA

**INSURANCE
RENEWALS**

Director Scherer moved, seconded by Director Haas, 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	<i>Not to exceed</i> \$19,004.26
School Leaders’ Liability	CM Regent Ins. Co.	\$20,003	\$18,703
Total:		\$143,765.22	\$152,199.26

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

PUBLIC PARTICIPATION:

- None

FOR THE GOOD OF THE ORDER:

- Director Zellers spoke about the upcoming honoring of active military and veterans at the home football game on October 22, 2021. Veterans will be invited onto the field for recognition. Flyer and website have details. Also, will collect new clothing and non-perishables for VALOR Clinic Foundation in Kunkletown.
- Director Scherer asked Dr. Frankelli to invite our two golf team PIAA state medalists, Josh Suto and Tyler Hager, to the November meeting for recognition.
- Director Haas asked for a moment of silence for Denise Homlak, a district instructional assistant, who recently passed away.

ADJOURNMENT

Director Scherer moved, seconded by Director Connell, to adjourn the meeting at 7:17 p.m.

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

Respectfully submitted,

Jacqueline McCandless
Board Secretary