

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, November 16, 2021

BOARD MINUTES

An executive session was held November 11, 2021 concerning legal and personnel matters.

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, November 16, 2021, at 6:30 p.m. President Fallow presided. A Zoom meeting was also made available.

Pledge of Allegiance

ROLL CALL

Present: Directors Connell, Fallow, Haas, Larvey, Mazepa, Paules, Recker, Scherer, and Zellers

OTHER ATTENDANCE

Jodi Frankelli – Superintendent, Jacqueline McCandless – Board Secretary, and Shawn Lochinger – Solicitor

SUPERINTENDENT’S REPORT:

- Thank you to our local fire departments for assisting our schools during Fire Prevention Month. Towamensing and Palmerton fire departments visited our schools to show their gear and trucks to students with some receiving goody bags and plastic fire hats.
- High School Mock Trial Team competitions being held via Zoom; very interesting to watch
- Information will be distributed shortly on the upcoming district-wide food drive; partnering with Raising the House and Faith Alive Church
- High School Drama Club performing *Clue* on December 2-4, 2021; purchase tickets online at www.palmertondramaclub.com
- Early dismissals set for November 22-24 due to Parent-Teacher Conferences. All schools closed for the Thanksgiving break, November 25-29
- Recognition given to fall sports; field hockey made it to Colonial League championship game last month - their first championship appearance; football team made it to District 11 Class 2A championship game
- Introduced Mr. Alex Knoll, co-head golf coach, who honored and recognized our two golfers who completed at the PIAA Class 2A state tournament last month – Josh Suto and Tyler Hager. Team is on a historic three-year win streak; have dedicated athletes on the team who were never not eligible to play in 7 years of coaching. Parents/guardians/families and Mrs. Paula Husar are an incredible support to them team and we wouldn’t have the success we do without them. First time ever in school history to win three straight District 11 titles; two-time straight Colonial League team winners; Tyler Hager tied 6th; Josh Suto tied 2nd in entire state.
- Also our girls’ soccer team finished 2nd place in district playoffs in school history

BUSINESS MANAGER’S REPORT:

- Dr. Frankelli acknowledged that this is Mr. Kish’s last week in the district and thanked him for his service to the district.

BOARD MEMBER REPORTS:

- Director Haas – CLIU/Library:
 - Library raised over \$1,600 on craft bingo; for adults: knitting club, quilt guild, fiber guild, book club, handmade items auction; for children: story time Fridays, in person program update coming soon
 - CLIU did a presentation on their student placement program that has 150 businesses that hire students in the community, then follows their success and support them for several years. Director Recker praised the IU’s efforts towards transition services and the impact they can have for all.
- Director Zellers – PSBA:
 - Highlighted issues that PSBA has prioritized this year which are to enact meaningful charter reform; provide fair, predictable, and equitable funding formula for districts to use their resources; address pension fund crisis; provide mental health and safety needs for students
 - Highlighted success story of Colonial School District Life Skills class who has a program of “traveling treats” to sell their treats which allows them to learn about running a business
- Director Larvey – LCCC:
 - Working on the school’s budget for next year
- Director Fallow – CCTI:
 - Graphic design class trip to Longwood Gardens; created brochure on experiences of trip
 - Health/medical students sponsored blood drive
 - Cosmetology salon and restaurant now open to the public
 - Fall occupational advisory committee meeting met with businesses who shared input with teachers about interest in hiring graduating students

PUBLIC PARTICIPATION:

- None

BOARD MEETING MINUTES

Director Haas moved, seconded by Director Recker, to approve the board meeting minutes from October 19, 2021.

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

CONSENT AGENDA

Director Zellers moved, seconded by Director Connell, 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

DONATIONS

Accepted the following donations to the general fund in the amount of \$50.00 to benefit Towamensing Elementary in memory of Diane Morgan:

- Marlon & Patrice Ann Kohan - \$25.00
- Jack & Anna Corby - \$25.00

INTERIM BUSINESS MANAGER

Approved Dr. Alan Lonoconus as Interim Business Manager at a per diem rate of \$500.00 per day effective November 17, 2021

HIRINGS

Approved the employment of the following effective November 17, 2021:

Donna Winter	Food service worker	\$13.85 per hour
Darlene Dugan	Instructional assistant	\$18.38 per hour
Heather Vogel	Substitute custodian	\$10.00 per hour

PROFESSIONAL DEVELOPMENT LEAVE

Approved the updated Professional Development Leave return date of December 6, 2021 for employee #2038

MOU PAEA

Approved the Memorandum of Understanding with PAEA regarding employee #2038

MOU PAESPA

Approved the Memorandum of Understanding with PAESPA

RESIGNATIONS

Accepted the resignations of the following:

Crystal Stavitzski	Long-term substitute	Effective December 3, 2021
Anna Catania	Food service worker	Effective November 5, 2021
Tyler Svetik	Cross country assistant coach	Effective November 6, 2021

REMOVE ASST. BOARD SECY & OPEN RECORDS OFFICER

Removed Ryan Kish as Assistant School Board Secretary and Open Records Officer effective November 17, 2021

OPEN RECORDS OFFICER

Approved Dr. Jodi Frankelli as the Open Records Officer effective November 18, 2021

TUITION REIMBURSEMENT

Approved tuition reimbursements

1st READINGS POLICIES 247-249-252-827-903-

Approved the first readings of the following polices:

- 1) Policy #247 Hazing
- 2) Policy #249 Bullying/Cyberbullying
- 3) Policy #252 Dating Violence
- 4) Policy #827 Conflict of Interest
- 5) Policy #903 Public Participation in Board Meetings

2nd READINGS POLICIES 006-235-606-610-614-615-616-616.1-617-619-620-626-626.1

Approved the second readings and adoption 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

**IU LENDING
LIBRARY**
**AROUND THE
CLOCK
NURSING**
BASD LIM VISIT

Approved the STEM Lending Library agreement with Carbon Lehigh Intermediate Unit #21 for the term from November 1, 2021 through June 30, 2025

Approved the Around the Clock Nursing contract for the 2022 calendar year

Approved the following employees to attend Bethlehem Area School District *Leader in Me* Visitation Day on December 13, 2021 not to exceed \$400.00:

- Christine Steigerwalt
- Adrian Bumbulsky
- Kelly Beblavy
- Ralph Andrews
- Katherine Gilmartin
- Kimberly Nenscel
- Jamie Schuler

END OF CONSENT AGENDA

**CORRECTIVE
ACTION PLAN
FROM AUDIT**

Director Recker moved, seconded by Director Haas, to approve the Corrective Action Plan for the Palmerton Area School District in response to the Auditor General’s Performance Audit Report for the audit period of July 1, 2015 through June 30, 2019.

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

**K-12 GUIDANCE
PLAN-CHAPTER
339**

Director Larvey moved, seconded by Director Mazepa, to approve the Palmerton Area School District’s K-12 Guidance Plan as required by the Chapter 339 Career and Technical Education Standards.

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

PUBLIC PARTICIPATION:

- Lori Nemeth – How long is Dr. Lonoconus going to be the Business Manager? Dr. Frankelli stated until we hire someone permanently.

FOR THE GOOD OF THE ORDER:

- Director Zellers said thank you to all involved in the military honoring at the recent football game.
- Director Recker gave kudos to Director Zellers for her idea of the military honoring.
- Director Fallow was appreciative of all the board members and thanked them for their cooperativeness and dedication as this is her last board meeting.
- Dr. Frankelli recognized Director Fallow with a certificate for her four years of service to the Board by leading with dignity and grace.
- Dr. Frankelli honored Director Scherer for his 12 years of service to the Board as a true leader; presented him with a plaque from the district and certificate from PSBA

for his dedication and commitment and wealth of experience towards the district and Board.

- Director Larvey mentioned Directors Fallow and Scherer were both classmates in school; remembered fondly Director Scherer's work before and during his board membership; greatly appreciates Director Fallow's leadership through some challenging, unpredictable times; did so in very conscientiousness, dedicated, and passionate way.
- Director Paules thanked Director Scherer for helping him learn a lot and expressed he will miss Director Fallow as well.

ADJOURNMENT

Director Haas moved, seconded by Director Scherer, to adjourn the meeting at 7:16 p.m.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

Respectfully submitted,

Jacqueline McCandless
Board Secretary