

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, June 21, 2022

BOARD MEETING MINUTES

Executive sessions were held June 7, 2022, June 9, 2022, June 14, 2022 and today after the regular board meeting 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, June 21, 2022, at 6:02 p.m. President Recker presided. A Zoom meeting was also made available.

ROLL CALL

Present: Directors Connell, Haas, Larvey, Mazepa (attended via Zoom), Danielle Paules, Earl Paules, Recker, Snyder, and Zellers (attended via Zoom; arrived 6:08 p.m.)

OTHER ATTENDANCE

Jodi Frankelli – Superintendent (attended via Zoom), Alan Lonoconus – Interim Business Manager, Jacqueline McCandless – Board Secretary, and Sharon Montayne – Solicitor

STUDENT REPORT: Jackson Stein

- Jackson Stein, a Life Scout of Troop 209, presented a report and pictures on his Eagle Scout project recently completed and donated for the benefit of Towamensing Elementary students to use. It is called a Critter Cart which is a book buddy program to help improve reading comprehension and confidence in reading. It includes stuffed animals, a transport cart, a cage, washable containers, and critter-themed worksheets to complete. Students pick a “critter” to take home and read aloud to. It also can be used as a class pet, library aid, or recess buddy.
- Jackson chose this project because in elementary school he had difficulty learning to read and wanted to help other students like himself. Ms. Christine Steigerwalt and Ms. Kristin Heller helped him become who he is today, so he wanted to give back to Towamensing and the local community

SUPERINTENDENT’S REPORT:

- Congratulations to Jackson Stein on his Eagle Scout accomplishment and his willingness to help our district
- Congratulations to our softball team and coaches who ended up getting further than any other softball team in the district’s history
- Check out the SuccessStartsHere.org webpage for a number of stories published recently; Spring Day at HS, Mr. Petersen’s Biology II duck hatching project, student athletes, and Palmer/Parkside Leader in Me Sharpen the Saw Day
- Welcome to Ms. Kelli George, our new Towamensing Elementary Principal; thanks to the parents and community who completed the surveys which were used as input for the interview committee

BUSINESS MANAGER’S REPORT:

- Proposed budget is up for approval tonight
- BHA Agreement will bring a savings of \$130k in next year’s payments if we pay in advance
- Metz renewal for food service also on agenda tonight

	<p>BOARD MEMBER REPORTS:</p> <ul style="list-style-type: none"> • Director Haas – IU/Library: <ul style="list-style-type: none"> ○ IU gave presentation on the Early Intervention program ○ Library Bag Sale \$2 in July; “Library Is A Treasure” raffle 6/20-7/22, drawing on 7/28 which replaces the golf tournament, see the website to bid • Director Larvey – LCCC: <ul style="list-style-type: none"> ○ Honored long-time Allentown School District trustee who retired after serving on the Board since 1986 ○ Curriculum review is done every year which takes months to complete, review/revise/update hundreds of courses/programs to better serve the wants and needs of the community <p>OLD BUSINESS:</p> <ul style="list-style-type: none"> • Comprehensive Plan - Ms. Jamie Schuler was available for questions on the plan <p>PUBLIC PARTICIPATION:</p> <ul style="list-style-type: none"> • None
<p>BOARD MEETING MINUTES</p>	<p>Director Haas moved, seconded by Director Earl Paules, to approve the board meeting minutes from May 18, 2022 and June 7, 2022.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
<p>CONSENT AGENDA</p>	<p>Director Connell moved, seconded by Director Earl Paules, to approve the attached consent agenda.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
<p>FINANCIAL REPORTS</p>	<p>CONSENT AGENDA:</p> <p>Approved the Accounts Payable Reports</p> <p>Approved the Treasurer’s Reports</p> <p>Approved the Budget Transfers</p>
<p>HOMESTEAD/ FARMSTEAD</p>	<p>Approved the 2022-2023 Homestead and Farmstead Exclusion Resolution</p>
<p>REAL ESTATE TAX PAYMENT PLAN</p>	<p>Approves Resolution #6.21.22 per the Real Estate Tax Universal Installment Payment Plan Resolution, to use the following installment dates for the collection of the 2022 Real Estate Taxes</p>
<p>TAX DUPLICATES</p>	<p>Granted permission to release the 2022 Tax Duplicates to the respective tax collectors for the fiscal year beginning July 1, 2022</p>
<p>DEPUTY TAX COLLECTORS</p>	<p>Approves Jason Costenbader, Sr. as Deputy Tax Collector for Lower Towamensing Township, as indicated on the “Act 48-2015 Appointment Deputy Tax Collector Form”, presented by Maxine Scherer, Lower Towamensing Tax Collector (enclosure)</p>

	Approved Joyce Borger as Deputy Tax Collector for Towamensing Township, as indicated on the “Act 48-2015 Appointment Deputy Tax Collector Form”, presented by Nicole Strausberger, Towamensing Tax Collector (enclosure)
CYBER SECURITY GRANT	Approved the Hayward Computer Career Accelerator Fund Cyber Security Course Grant from Carbon County Community Foundation in the amount of \$1,000.00. This money is to help provide administrative resources to complete phase 2 for a possible additional grant
ACCOUNTS PAYABLE	Approved the Superintendent and Interim Business Manager to make and release payments for the remaining June accounts payable
CSIU AGREEMENT	Authorized the Interim Business Manager to sign the 2022-2023 Central Susquehanna Intermediate Unit (CSIU) Computer Service eService Rates Agreement, based on student enrollment, at an estimated cost of \$21,000.00. This provides for the district’s accounting, payroll, personnel, and inventory software
WORKERS COMPENSATION	Approved the 2022-2023 workers compensation coverage through CM Regent Insurance Company at a cost of \$70,477.00 compared to an expiring premium of \$70,609.00
STUDENT ACCIDENT	Approved the 2022-2023 student accident coverage through Axis Insurance Company at a cost of \$38,541.00. There is no change from the expiring premium.
VOLUNTARY STUDENT ACCIDENT	Approved the 2022-2023 voluntary student accident coverage through Axis Insurance Company for the period of August 1, 2022 to July 31, 2023
BONDING FOR OFFICERS	Approved the following bonding amounts for the 2022-2023 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
BUDGET TRANSFERS-FISCAL YEAR	Approved all budget transfers for the fiscal year ending June 30, 2022 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 2021-2022 audit.
TENURE	Approved tenure status for the following teachers who have attained three (3) years of satisfactory performance ratings with the Palmerton Area School District: <ul style="list-style-type: none"> • Michael J. Horvath • Kelly Ord • Maria Schaffer • Sarah Sullivan
SUMMER FEEDING PROGRAM	Approved the following cafeteria workers for the summer feeding program effective July 5, 2022 through August 4, 2022: <ul style="list-style-type: none"> • Linda Duyka • Diane Gebhard • Wendy Magner
SUMMER SCHOOL PROGRAM	Approved the following staff to work in the Summer School program from July 12, 2022 through August 4, 2022:

- Teachers at \$33.00/hour per the PAEA Collective Bargaining Agreement: Morgan Hesse; Jodi Kocher; Vicki McHugh; Amy Negley; Kimberly Nenscel; Joshua Rake; Lori Smith; Morgan Kemmerer
- Instructional Assistants at contractual hourly rate per the PAESPA Agreement: Elizabeth Campbell; Darlene Smale
- Instructional Assistants at an hourly rate of \$16.28/hour: Karissa Nenscel; Kelly Warner
- Health Room Technician at contractual hourly rate per the PAESPA Agreement effective August 2-4, 2022: Michelle Bisbing

ESY STAFF ADDITION

Approved Kristina Manning as staff member for the Extended School Year (ESY) program from July 5, 2022 through July 28, 2022 at a rate of \$33.00/hour per the PAEA Collective Bargaining Agreement

EBRIDGES

Approved retroactively Andrew Remsing as summer program facilitator of the eBridges Course/Credit Recovery Program for students in grades 7-12 from June 13, 2022 through June 30, 2022 at the rate of \$33.00/hour per the PAEA Collective Bargaining Agreement

TUTOR

Approved Kristen Perdew as Algebra Tutor for 30 hours at a rate of \$33.00/hour effective July 1, 2022 through August 29, 2022

SUBSTITUTE TEACHER

Approved Kimberly Carlson as Substitute Teacher at a daily rate of \$110.00 effective June 22, 2022

CLUB ADVISORS

Approved the following club advisors at S.S. Palmer/Parkside Elementary Schools for the 2022-2023 school year:

Kimberly Nenscel	Computer Co-Advisor	\$ 397.50
Alexander Orr	Computer Co-Advisor	\$ 397.50
Ryan Heller	Student Council	\$ 795.00
Tanya Hess	Safety Patrol	\$ 795.00
Bronwyn Cseh	Safety Patrol	\$ 795.00
Monique Hofford	Sixth Sense Co-Advisor	\$ 405.00
Deanna Iles	Sixth Sense Co-Advisor	\$ 405.00
Pamela Andrews	Yearbook	\$ 795.00

Approved the following club advisors at Towamensing Elementary School for the 2022-2023 school year:

Natalie Madeira	Chorus	\$1,569.00
Kathryn Malay	Environmental	\$1,209.00
Kristin Heller	Student Council Co-Advisor	\$ 397.50
Jodi Kocher	Student Council Co-Advisor	\$ 397.50
Trisha Green	Yearbook Co-Advisor	\$ 397.50
Krystle Meglio	Yearbook Co-Advisor	\$ 397.50

Approved the following club advisors at the Junior High School for the 2022-2023 school year:

Melissa Hoffman	ACE Co-Advisor	\$ 405.00
Sarah Sullivan	ACE Co-Advisor	\$ 405.00
Laura Reichard	Band	\$1,569.00

Laura Reichard	Chorus	\$1,569.00
Melissa Hoffman	National Honor Society-JH	\$1,010.00
Christopher Kery	Student Council Co-Advisor	\$ 503.50
Kevin Young	Student Council Co-Advisor	\$ 503.50
Brad Landis	Yearbook Co-Advisor	\$ 992.00
Amy Morgan	Yearbook Co-Advisor	\$ 992.00

Approved the following club/class advisors at the High School for the 2022-2023 school year:

Vicki McHugh	Aevidum	\$1,209.00
Miranda Allen	Art Co-Advisor	\$ 971.00
Robert Falkenstein	Avenger (newspaper) Co-Advisor	\$1,984.50
Katherine Baumgardt	Avenger (newspaper) Co-Advisor	\$1,984.50
Amanda Cappella	Buddies	--
Theresa Hall	Chorus	\$2,170.00
Michele Heydt	Color Guard	\$1,410.00
Malia Mueller	Concert Band	\$2,170.00
Brent Harris	Drama – Fall	\$1,764.00
Brent Harris	Drama – Spring	\$1,764.00
Michael Gombert	Environmental Co-Advisor	\$ 604.50
Paul McArdle	Environmental Co-Advisor	\$ 604.50
Jennifer Danzeisen	FBLA Co-Advisor	\$ 604.50
Kerry Palumbo	FBLA Co-Advisor	\$ 604.50
Brent Harris	Film	--
Miranda Allen	Freshman Class Co-Advisor, Class of 2026	\$ 705.00
Dawn Burke	Freshman Class Co-Advisor, Class of 2026	\$ 705.00
Christopher Walkowiak	Gridiron	--
Craig Borland	International Travelers	--
Dawn Burke	Junior Class Co-Advisor, Class of 2024	\$ 705.00
Tammy Muniz	Junior Class Co-Advisor, Class of 2024	\$ 705.00
Travis Fink	Leo Co-Advisor	\$ 604.50
Tammy Muniz	Leo Co-Advisor	\$ 604.50
Malia Mueller	Marching Band	\$4,763.00
Chrissy Rehatchek	Marching Band Assistant	\$2,630.00
Jennifer Danzeisen	Mock Trial	\$1,209.00
Alexander Knoll	National Honor Society	\$2,018.00
Miranda Allen	PAAC	\$ 810.00
Alexander Knoll	PYEA	\$1,209.00
Vicki McHugh	SADD	\$ 810.00
Alexander Knoll	Scholastic Scrimmage	\$1,010.00
Craig Borland	Senior Class Advisor, Class of 2023	\$2,011.00
Justin Petersen	Social Media	--
Travis Fink	Sophomore Class Co-Advisor, Class of 2025	\$ 705.00
Tammy Muniz	Sophomore Class Co-Advisor, Class of 2025	\$ 705.00
Susan Dellicker	Souled Out	--
Brandyn Miller	Stage Crew	\$2,081.00
Brent Harris	Stage Crew Assistant	\$1,643.00
Jeana Baumgardt	Student Council Co-Advisor	\$1,005.50

Joshua Nenscel	Student Council Co-Advisor	\$1,005.50
Brandyn Miller	Video	--
Robert Falkenstein	Yearbook Co-Advisor	\$1,984.50
Joshua Nenscel	Yearbook Co-Advisor	\$1,984.50

CAC REPS

Approved the following curriculum advisory council (CAC) representatives at S.S. Palmer/ Parkside Elementary Schools for the 2022-2023 school year:

Katherine Gilmartin	Grades K and 1	\$1,773.00
Valerie Hunsicker	Grades 2 and 3	\$1,773.00
Meghan Barclay	Grade 4	\$1,773.00
Deanna Iles	Grade 5	\$1,773.00
Monique Hofford	Grade 6	\$1,773.00

Approved the following curriculum advisory council (CAC) representatives at Towamensing Elementary School for the 2022-2023 school year:

Brittany Zeky	Grades K and 1	\$1,773.00
Lindsay Serfass	Grades 2 and 3 Co-Advisor	\$ 886.50
Alexandrea Spalding	Grades 2 and 3 Co-Advisor	\$ 886.50
Susan Deem	Grade 4	\$1,773.00
Lisa Ward	Grade 5	\$1,773.00
Jaclyn Ivancich	Grade 6	\$1,773.00

Approved the following curriculum advisory council (CAC) representatives at the Junior High School for the 2022-2023 school year:

Brad Landis	Math/Science Co-Advisor	\$ 886.50
Amy Morgan	Math/Science Co-Advisor	\$ 886.50
Kimberly Seiler	Social Studies	\$1,773.00
Kathryn Zurn	English/LA	\$1,773.00

Approved the following curriculum advisory council (CAC) representatives at the High School for the 2022-2023 school year:

Miranda Allen	Dept. Chair, Secondary Specialist	\$1,773.00
Jennifer Danzeisen	Dept. Chair, Business Education	\$1,773.00
Dawn Burke	Dept. Co-Chair, English	\$ 886.50
Kerry Palumbo	Dept. Co-Chair, English	\$ 886.50
Susan Dellicker	Dept. Chair, World Language	\$1,773.00
Jeremy Coleman	Dept. Chair, Health/PE	\$1,773.00
Tammy Muniz	Dept. Chair, Mathematics	\$1,773.00
Jeanne Knepper	Dept. Chair, Science	\$1,773.00
Michael Gombert	Dept. Co-Chair, Social Studies	\$ 886.50
Paul McArdle	Dept. Co-Chair, Social Studies	\$ 886.50

COMPUTER COACHES

Approved the following computer coaches for the 2022-2023 school year:

Michelle Davis	Parkside	\$1,845.00
William Acierno	S.S. Palmer	\$1,845.00

Tyler Svetik	S.S. Palmer	\$1,845.00
Adrienne Pelo	Towamensing	\$1,845.00
Krystle Meglio	Towamensing Co-Advisor	\$ 922.50
Kelly Beblavy	Towamensing Co-Advisor	\$ 922.50
Brianna Carroll	Junior High	\$1,845.00
Amy Morgan	Junior High	\$1,845.00
Joshua Nenscel	High School	\$1,845.00
Justin Petersen	High School	\$1,845.00
Andrew Remsing	High School	\$1,845.00

COACH HIRES

Approved the following coaches effective June 22, 2022:

Michael J. Horvath	Cross Country Head Coach	\$4,177.00
Ryan King	Baseball Volunteer Assistant Coach	--

RESIGNATIONS

Accepted the following resignations:

Diane Fronheiser	PT Custodian	Effective June 1, 2022
Brian Spadt	Field Hockey MS Coach	Effective June 13, 2022
Keri Repnyek	Lead Cook	Effective June 13, 2022

TUITION REIMBURSEMENT

Approved tuition reimbursements

BUS CONTRACT

Approved the contract with Leon A. George II School Buses, Inc., for transportation of school students beginning July 1, 2022 through June 30, 2024

FOOD SERVICE RENEWAL

Approved the food service contract renewal with Metz Culinary for the 2022-2023 school year

FACILITIES CONTRACTS

Approved the following facilities contracts for the 2022-2023 school year:

1.	3B Services	Boiler maintenance – district wide
2.	ABE Laboratories	Domestic well water testing – Towamensing
3.	George’s Sewer & Drain	Pump out septic system – Towamensing
4.	Johnson Controls	Fire alarm testing, fire & security alarm monitoring- district wide
5.	Kistler O’Brien	Fire extinguishers & Ansul system testing – HS/JHS/ Towamensing
6.	Kleen Air Systems	Kitchen grease exhaust systems – HS/JHS/Towamensing
7.	NRG Controls North	Building automation control maintenance – district wide
8.	Otis Elevator	Elevator maintenance & inspection – Parkside
9.	Proasys	Heating/cooling water treatment – district wide
10.	Brightly Software	Facility request for use program – district wide
11.	Security Service Co.	Security & fire alarm monitoring – S.S. Palmer/ Towamensing
12.	Seitz	Exterminator service – district wide
13.	SSM Group	Asbestos inspection; asbestos awareness training – Facility staff
14.	ThyssenKrupp	Elevator maintenance & inspection – S.S. Palmer/JHS
15.	Waste Management	Trash & recycling removal – district wide

SCHWAB COUNSELING

Approved the agreement with James R. Schwab for behavioral intervention and counseling at the rate of \$105.00/hour as needed for the 2022-2023 school year

***REVISED CLIU
TRANSPERFECT
INTERPRETERS**

Approved the CLIU #21 Revised Agreement for TransPerfect Remote Interpreters Products & Services beginning July 1, 2022 through June 30, 2023

BHA

Approved the Cost Savings Program election with Behavioral Health Associates for the 2022-2023 school year

Approved the contract for services with Behavioral Health Associates for the 2022-2023 school year

PSYCHOLOGIST

Approved Arthur Feinberg, School Psychologist, at a rate of \$450.00/day not to exceed 130 days effective for the 2022-23 school year

**SETTLEMENT
AGREEMENTS**

Approved the settlement agreements for the following students:

- #24013
- #22223

**LCCC DUAL
ENROLLMENT**

Approved the Dual Enrollment Agreement with Lehigh Carbon Community College beginning July 1, 2022 through June 30, 2023

**PENTELETA
TELEPHONE
SERVICES**

Approved the General Agreement with PenTeleData for district telephone services
Accepted the status that the designated members of the Senior Class of 2022 have completed the graduation requirements set forth by the Pennsylvania Department of Education and the Board of Education of the Palmerton Area School District

**DAN'S CAMERA
CITY**

Approved the School Photo Agreement with Dan's Camera City for the 2022-2023, 2023-2024, and 2024-2025 school years

**LEADERSHIP
SUMMIT**

Approved Jamie Schuler to attend the PA Educational Leadership Summit in Lancaster, PA on August 8-9, 2022 at a cost not to exceed \$425.00

**CSEH
MEMORIAL
FUND**

Approved the Carron K. Cseh Memorial Award Fund

DONATIONS

Accepted the following donations for the establishment of the Carron K. Cseh Memorial Award Fund:

Paula, Ken & Kevin Husar	\$150.00
Audrey Larvey	\$100.00
Jean Keck	\$100.00
Dr. Jodi Frankelli	\$ 50.00

Accepted the donation from Kona Ice of Allentown in the amount of \$175.00 to the High School Student Council Activity Account for a portion of sales made on Spring Day

Accepted the donation in the amount of \$3,128.06 from Giant Food Stores to be used toward student meal purchases with \$1,513.37 to cover uncollectable bad debt owed by inactive students

Accepted the donation of \$250.00 from Frank & Kathryn Hall to the Drama Club

**2nd READING &
ADOPTION
POLICY 239**

Accepted the gift of a Critter Cart for use at Towamensing Elementary to promote reading in grades K-2 from Jackson Stein as his Eagle Scout project

Approved the second reading and adoption of the following policy:

- 1) Policy #239 Foreign Exchange Students

END OF CONSENT AGENDA

**BUDGET 2022-
2023**

Director Haas moved, seconded by Director Earl Paules, to approve the Palmerton Area School District General Operating Budget for the 2022-2023 fiscal year with a real estate tax levy of 62.9150 mills (a 2.7668 mill increase over 2021-2022) with budgetary expenditures of \$38,310,010.00. 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 Connell, Haas, Larvey, Danielle Paules, Earl Paules, Recker, Snyder.

Nay Votes: Directors Mazepa and Zellers. Motion Carried.

**BUSINESS
MANAGER
HIRED**

Director Earl Paules moved, seconded by Director Haas, to approve Ryan Kish as Business Manager at a salary of \$128,000.00 prorated effective on August 22, 2022 or sooner upon the release from his current employer for a maximum of five (5) years pursuant to the terms and conditions set forth in a contract negotiated between Mr. Kish and the Palmerton Area School Board.

Aye Votes: Directors Connell, Haas, Danielle Paules, Earl Paules, Recker, Snyder.

Nay Votes: Directors Larvey, Mazepa and Zellers. Motion Carried.

**PRINCIPAL
HIRED**

Director Connell moved, seconded by Director Larvey, to approve Kelli George as Principal of Towamensing Elementary at a salary of \$90,000.00 prorated effective upon release from her current employer.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

PUBLIC PARTICIPATION:

- Jamie Shisslak – read a presidential executive order and Dept. of Agriculture policy intending to comply with preventing and combating discrimination on the basis of gender identity and sexual orientation. Questioned whether the district will be updating their policy to reflect these changes.

FOR THE GOOD OF THE ORDER:

- Director Haas asked for an update on the positions that are open in the district; Ms. Schuler gave update on all postings
- Director Larvey and Snyder both asked about the timing of interviews

ADJOURNMENT

Director Haas moved, seconded by Director Earl Paules, to adjourn the meeting at 6:46 p.m.

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

Respectfully submitted,

Jacqueline McCandless
Board Secretary