

# PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, July 19, 2022

## BOARD MEETING MINUTES

	<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, July 19, 2022, at 6:01 p.m. Vice-President Earl Paules presided. A Zoom meeting was also made available.</p>
<b>ROLL CALL</b>	<p>Present: Directors Connell, Haas, Larvey, Danielle Paules, Earl Paules, Snyder, and Zellers Absent: Directors Mazepa and Recker</p>
<b>OTHER ATTENDANCE</b>	<p>Jodi Frankelli – Superintendent, Ryan Kish –Business Manager, Jacqueline McCandless – Board Secretary, and Shawn Lochinger – Solicitor</p>
	<p><b>SUPERINTENDENT’S REPORT:</b></p> <ul style="list-style-type: none"><li>• High School boiler presentation by Matt Blanski, 3B Services, and Jonathan Keller, JFO Energy Solutions, along with Mr. Joe Faenza, who stated two of the three boiler units need to be replaced or repaired before the winter season due to the heat exchangers cracking. Three options presented:<ol style="list-style-type: none"><li>1. Repair two boilers for \$162k</li><li>2. Replace two boilers for \$170k</li><li>3. Replace three boilers for \$235k</li></ol>Mr. Faenza and the two representatives recommend replacing the two failing boilers which are 13 years old. We would also get additional new components with a replacement plus updated technology and with a repair, we would not get that. This is an unbudgeted expense, so the funds would come from the capital reserve fund. More discussion will be held at the next workshop and possible vote at the next meeting to minimize lead time and supply chain issues.</li><li>• Dr. Frankelli reported more Success Starts Here stories published featuring the Buddies Club and FBLA national competition</li><li>• Dr. Frankelli presented the district’s Health and Safety Plan for the 2022-2023 school year to meet the state requirement for a six-month public review; provided 2021-2022 district COVID case information; and reviewed the main highlights of the proposed 2022-2023 HSP. Will be reviewed again in six months</li><li>• Dr. Frankelli spoke about the need to employ our own crossing guards for the coming year. We cannot legally employ crossing guards due to state law and outside companies are too expensive to use. To keep compliant, we will individually contract with the guards. Currently, three of the seven guards from last year wish to return. If we can’t find seven guards, we may have to prioritize the locations for guard postings.</li><li>• Ms. Jamie Schuler welcomed our new HS Art Teacher, Ms. Brianna Keiser, and HS Business Education Teacher, Ms. Kayla Field</li></ul> <p><b>BUSINESS MANAGER’S REPORT:</b></p> <ul style="list-style-type: none"><li>• District to receive estimated \$580k more in subsidy from state budget which will help close estimated \$2m budget gap for 2022-23 but still leaves district in the red</li><li>• School lunch prices reflect a ten-cent increase and five-cent increase for breakfast. Certain federal requirements force us to raise prices but we have ability to opt out this year as we have a positive balance. Recommending a minor increase to avoid a larger</li></ul>

one in future, along with rising food costs, and projected budget deficit in food service account

- Reminded that we are no longer offering free meals in the summer and parents must also fill out a free and reduced lunch application for the coming school year even if they qualified for free lunches last year

**BOARD MEMBER REPORTS:**

- Director Zellers – PSBA:
  - o Webinar on Keep Kids Fed Act on August 3<sup>rd</sup>; Leadership Conference October 31-November 1; state budget was passed without consideration for charter school reform. 85% of school districts in PA calling for reform; cyber charter schools are identified as low achieving and needing improvement; taxpayers overpay by over \$4m for special education services due to the flawed formula which then increases the community’s taxes
- Director Haas – Library:
  - o Summer reading program has 116 participants so far - thank you to Mrs. Kim Nenscel for volunteering; \$2 Bag Sale continues in July; Treasure Basket Raffle will end this week
- Director Larvey – LCCC:
  - o Annual audit continues
- Director Earl Paules – CCTI:
  - o Recent special meeting to approve teachers for next school year

**OLD BUSINESS, Mr. Joe Faenza:**

- S.S. Palmer playground – Mr. Faenza thanked Lee Costenbader who was instrumental in getting the new equipment installed; the insurance inspector stated the swing set “fall zones” are not adequate so district will be moving location of swings to comply
- Seventh Street fieldhouse demolition – power disconnected after 7-week wait on PPL; demolition start date is August 15<sup>th</sup>, should take 3 days to complete
- Tennis court project – excavation started July 18<sup>th</sup>, project should be done by middle of August

**PUBLIC PARTICIPATION:**

- None

**BOARD MEETING MINUTES**

Director Zellers moved, seconded by Director Larvey, to approve the board meeting minutes from June 21, 2022.

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

**CONSENT AGENDA**

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

Aye Votes: Directors Connell, Larvey, Danielle Paules, Earl Paules, Snyder, and Zellers.  
Nay Votes: Director Haas voted Nay only on Personnel, Item D, Line 1 (Field Hockey Coach).  
Motion Carried.

**CONSENT AGENDA:**

<b>FINANCIAL REPORTS</b>	Approved the Accounts Payable Reports Approved the Treasurer's Reports									
<b>CARBON CTY. TAX COLLECTION</b>	Appointed Ryan Kish as delegate to the Carbon County Tax Collection Committee									
<b>BREAKFAST/ LUNCH PRICES</b>	Approved the breakfast and lunch prices for the 2022-2023 school year as mandated by Section 205 of the Healthy, Hunger-Free Kids Act of 2010: Elementary Breakfast \$1.30, Secondary Breakfast \$1.40, Adult Breakfast \$2.25, Elementary Lunch \$2.85, Secondary Lunch \$2.95, Adult Lunch \$4.00, Milk \$ .55									
<b>ART TEACHER</b>	Approved Brianna Keiser as High School Art Teacher, at Bachelor's, Step 1, at an annual salary of \$47,000 effective August 16, 2022									
<b>BUSINESS EDUC. TEACHER</b>	Approved Kayla Field as High School Business Education Teacher, at Master's, Step 9, at an annual salary of \$56,500 effective August 16, 2022									
<b>FMLA</b>	Approved Family & Medical Leave for employee #279 from August 23, 2022 through September 30, 2022									
<b>COACH HIRES</b>	Approved the following coach positions effective July 20, 2022: <table border="1" data-bbox="402 919 1474 1035"> <tr> <td>Megan Leadbetter</td> <td>Field Hockey Head Coach</td> <td>\$4,177.00</td> </tr> <tr> <td>Michael Noyola</td> <td>Cross Country Assistant Coach</td> <td>\$2,743.00</td> </tr> <tr> <td>Tory Sterling</td> <td>Volleyball Assistant Coach</td> <td>\$2,743.00</td> </tr> </table>	Megan Leadbetter	Field Hockey Head Coach	\$4,177.00	Michael Noyola	Cross Country Assistant Coach	\$2,743.00	Tory Sterling	Volleyball Assistant Coach	\$2,743.00
Megan Leadbetter	Field Hockey Head Coach	\$4,177.00								
Michael Noyola	Cross Country Assistant Coach	\$2,743.00								
Tory Sterling	Volleyball Assistant Coach	\$2,743.00								
<b>HORIZONTAL MOVEMENTS</b>	Approved the following horizontal movements effective the first semester of the 2022-2023 school year: <table border="1" data-bbox="402 1182 1247 1333"> <tr> <td>Elizabeth Karb</td> <td>From Bachelor's +24 to Master's</td> </tr> <tr> <td>Joseph Trimmel</td> <td>From Bachelor's +24 to Master's</td> </tr> <tr> <td>Chelsea Wyant</td> <td>From Bachelor's +24 to Master's</td> </tr> <tr> <td>Kayla Sander</td> <td>From Bachelor's to Bachelor'+24</td> </tr> </table>	Elizabeth Karb	From Bachelor's +24 to Master's	Joseph Trimmel	From Bachelor's +24 to Master's	Chelsea Wyant	From Bachelor's +24 to Master's	Kayla Sander	From Bachelor's to Bachelor'+24	
Elizabeth Karb	From Bachelor's +24 to Master's									
Joseph Trimmel	From Bachelor's +24 to Master's									
Chelsea Wyant	From Bachelor's +24 to Master's									
Kayla Sander	From Bachelor's to Bachelor'+24									
<b>FSW RESIGNATION</b>	Accepted the resignation of Kristy Santee as Food Service Worker effective June 22, 2022									
<b>SUB FSW</b>	Approved Kristy Santee as Substitute Food Service Worker at the rate of \$10.00 per hour effective July 20, 2022									
<b>COACH RESIGNATIONS</b>	Accepted the following coach resignations: <table border="1" data-bbox="414 1627 1518 1705"> <tr> <td>Jonathan Rodriguez</td> <td>Volleyball Volunteer Assistant Coach</td> <td>Effective June 17, 2022</td> </tr> <tr> <td>Michael Noyola</td> <td>Cross Country Volunteer Assistant Coach</td> <td>Effective June 22, 2022</td> </tr> </table>	Jonathan Rodriguez	Volleyball Volunteer Assistant Coach	Effective June 17, 2022	Michael Noyola	Cross Country Volunteer Assistant Coach	Effective June 22, 2022			
Jonathan Rodriguez	Volleyball Volunteer Assistant Coach	Effective June 17, 2022								
Michael Noyola	Cross Country Volunteer Assistant Coach	Effective June 22, 2022								
<b>REMOVE SUBS</b>	Removed the following from the current substitution lists effective July 20, 2022: <table border="1" data-bbox="418 1795 1295 1873"> <tr> <td>Victoria Levan</td> <td>Substitute Food Service Worker</td> </tr> <tr> <td>Veronica Scarpati</td> <td>Substitute Teacher</td> </tr> </table>	Victoria Levan	Substitute Food Service Worker	Veronica Scarpati	Substitute Teacher					
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<b>REMOVE OPEN RECORDS OFF.</b>	Removed Dr. Jodi Frankelli as the Open Records Officer effective July 20, 2022									

<b>OPEN RECORDS OFFICER</b>	Approved Ryan Kish as Open Records Officer effective July 20, 2022																		
<b>ASST. BOARD SECRETARY</b>	Approved Ryan Kish as Assistant School Board Secretary from July 20, 2022 through June 30, 2025																		
<b>TUITION REIMBURSEMENT</b>	Approved tuition reimbursements																		
<b>EMERG. INSTR. TIME SEC. 520.1</b>	Approved the 2022-2023 Emergency Instructional Time Template Section 520.1																		
<b>WORKSHOP</b>	Approved Paula Husar and Richard DeSocio to attend the Guide to Supporting Teachers with Restorative Practices workshop in Cherry Hill, NJ, on August 4-5, 2022 at a cost not to exceed \$1,165.00																		
<b>FORUM</b>	Approved Dr. Jodi Frankelli to attend the PAFPC Annual Leadership Forum in Harrisburg, PA, on August 11-12, 2022 at a cost not to exceed \$632.00																		
<b>LCCC REVISED DUAL ENROLLMENT</b>	Approved retroactively the Revised Dual Enrollment Agreement with Lehigh Carbon Community College beginning July 1, 2022 through June 30, 2023																		
<b>CAFETERIA POS</b>	Approved the replacement of software for the cafeteria Point Of Service system with Primero Edge in the amount of \$7,965.00																		
<b>DRAMA CLUB AGREEMENTS</b>	Approved the Invoice/Musical Agreement with Concord Theatricals for the HS Drama Activity Club performance of White Christmas to be held in December 2022 at a cost not to exceed \$5,000.00  Approved the Invoice/Musical Agreement with Concord Theatricals for the HS Drama Activity Club performance of Grease to be held in April 2023 at a cost not to exceed \$5,000.00																		
<b>PSBA VOTING DELEGATES</b>	Appointed Directors Doris Zellers and Tammy Recker as voting delegates to the PSBA Delegate Assembly on November 5, 2022																		
<b>CSEH MEMORIAL FUND</b>	Accepted the donations from the following for the establishment of the Carron K. Cseh Memorial Award Fund: <table border="1" data-bbox="414 1428 1071 1774"> <tr> <td>Lorne &amp; Debra Kresge</td> <td>\$100.00</td> </tr> <tr> <td>Ryan Kish</td> <td>\$100.00</td> </tr> <tr> <td>Alison Dettmer</td> <td>\$ 75.00</td> </tr> <tr> <td>Manuel &amp; Gloria Guedes</td> <td>\$ 50.00</td> </tr> <tr> <td>Sherie Lee McCullough</td> <td>\$ 50.00</td> </tr> <tr> <td>Annette Fantasia</td> <td>\$ 25.00</td> </tr> <tr> <td>Joanne Harris</td> <td>\$ 25.00</td> </tr> <tr> <td>Lori &amp; James Nemeth</td> <td>\$ 25.00</td> </tr> <tr> <td>Karen, Todd &amp; Kenneth Schleicher</td> <td>\$ 10.00</td> </tr> </table>	Lorne & Debra Kresge	\$100.00	Ryan Kish	\$100.00	Alison Dettmer	\$ 75.00	Manuel & Gloria Guedes	\$ 50.00	Sherie Lee McCullough	\$ 50.00	Annette Fantasia	\$ 25.00	Joanne Harris	\$ 25.00	Lori & James Nemeth	\$ 25.00	Karen, Todd & Kenneth Schleicher	\$ 10.00
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	<b>END OF CONSENT AGENDA</b>																		
<b>CHANGE ORDER 001-TENNIS COURTS</b>	Director Connell moved, seconded by Director Haas, to approve Change Order #001 from Bruce George Paving & Excavating, Inc., in the amount of \$25,100.00 for additional work to replace the existing fence materials with new metal, vinyl-coated fencing for the tennis court																		

<p><b>TK ELEVATOR REVISED COST</b></p>	<p>reconstruction project.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> <p>Director Zellers moved, seconded by Director Haas, to approve Thyssen Krupp Elevator Corporation for the modernization of the Junior High School and S.S. Palmer Elementary elevators at a revised cost of \$157,115.56 as a result of replacing the power supply unit for S.S. Palmer Elementary.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
<p><b>HSP PLAN</b></p>	<p>Director Haas moved, seconded by Director Zellers, to approve the district’s 2022-2023 Health and Safety Plan.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
<p><b>RESOLUTION- CROSSING GUARDS</b></p>	<p>Director Connell moved, seconded by Director Haas, to approve the Resolution stating the following: That the Board of School Directors of Palmerton Area School District hereby request from Palmerton Borough the authority to assume the hiring and oversight of school crossing guards for the district.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
	<p><b>PUBLIC PARTICIPATION:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p><b>FOR THE GOOD OF THE ORDER:</b></p> <ul style="list-style-type: none"> <li>• Director Earl Paules wished a Happy Birthday to Directors Tammy Recker and Danielle Paules</li> <li>• Director Earl Paules is pleased to see the amazing turnout of over 300 kids for the summer recreation program; Director Haas will look into getting ice pops for the kids</li> <li>• Director Earl Paules stated our Board and our district is the best in the area; also all nine board members usually attend graduation</li> <li>• Director Larvey asked about getting a copy of the Comprehensive Plan and it was stated it was emailed today; will be voted on at August 16<sup>th</sup> meeting</li> <li>• Mr. Kyle Poremba will be speaking about the Coaches Handbook at August 2<sup>nd</sup> workshop</li> </ul>
<p><b>ADJOURNMENT</b></p>	<p>Director Haas moved, seconded by Director Larvey, to adjourn the meeting at 7:29 p.m.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> <p>Respectfully submitted, Jacqueline McCandless, Board Secretary</p>