

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, March 21, 2023

BOARD MEETING MINUTES

<p>ROLL CALL</p> <p>OTHER ATTENDANCE</p>	<p>An executive session was held Tuesday, March 7, 2023 after the workshop meeting concerning legal and personnel matters.</p> <p>The regular board meeting of the Palmerton Area School District Board of School Directors was held in the Boardroom of the Administration Building, 680 Fourth Street, Palmerton, PA, on Tuesday, March 21, 2023, at 5:31 p.m. President Tammy Recker presided. A Zoom meeting was also made available.</p> <p>Present: Directors Connell, Haas, Larvey, Mazepa, Danielle Paules, Earl Paules, Recker, Snyder, and Zellers</p> <p>Jodi Frankelli – Superintendent, Ryan Kish – Business Manager, Jacqueline McCandless – Board Secretary, and Sharon Montanye– Solicitor</p> <p>STUDENT REPORT: Jared Reinhard, 11th grade</p> <ul style="list-style-type: none">• Music – successful Music in Our Schools concert on March 8th; 11 students will participate in Carbon County Band next week• Mock Trial – won district competition on March 6th in Stroudsburg and then advanced to regionals on March 15th in Scranton where they lost; team will be awarded a trophy on May 11th at their Law Day ceremony; will present their case to high school student body in May• PAAC – holding annual blanket, towel, and pet supply drive during April; shopping cart is outside high school office to collect donations• Environmental Science Essentials Class – participating in March Mammal Madness competition; students learn about different mammals and use that information to fill out a bracket based on simulated battles, eventually with an ultimate winner• Science – Cody Walkowiak selected as recipient of Bausch & Lomb Award given every year to juniors throughout the country for outstanding achievement in Science; he will be eligible to apply for scholarship money for college• Leo Club – continue to work with Raising the House packing backpacks every other Wednesday; looking for future items next month• Freshman Class – selling Mother’s Day hanging flower baskets• Athletics – winter sports have ended; boys and girls basketball teams lost in the first round of PIAA state tournament; spring sports started March 6th; special thanks to Mr. Joe Faenza and his grounds crew for working very hard to ensure the fields are in good shape• Scholastic Scrimmage – practicing for IU competition on March 31st as well as league Zoom matches• PYEA – planning observations and mini lessons with teachers in the district; moving toward students serving as teacher of mini lesson in classrooms• <i>What’s So Cool About Manufacturing?</i> team – showed their finished student-directed, student-led video for the recent competition. Coaches, Mr. Kevin Carroll and Mrs. Brianna Carroll, stated the team competes with Lehigh and Northampton County middle/junior high schools to produce a video of an assigned manufacturing company highlighting what the company manufactures, people employed there and their education, and technology used. Team members are Hunter Sell, Devlin Moyzan, Jacob Walkowiak, Tanner Kennedy, Amelia Buck, and Julianna Snyder. <p>SUPERINTENDENT’S REPORT:</p> <ul style="list-style-type: none">• Attended the DECA state championship in Hershey last month; student Jalin Burns won 5th place; she is now eligible to compete at nationals in Florida
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- Thank you to all who participated in Read Across America last month in our schools which showcases literacy and the value people in the community have for literacy
- Participated as the emcee in the ACE competition for 8th graders on March 2nd
- Attended the Guiding Stars annual presentation at the Concourse Club on March 2nd which named 6 high school girls who are exceptional students: Julia Finley, Natalie Mosier, Emma Martinez, Beth Morgan, Emily Bollinger, and Hannah Serfass
- Congratulations to Kylie Beahn, 5th grade, who was featured in February in the 26th Annual PA Drug-Free Calendar; out of over 600 submissions, her artwork was one of 12 selected
- Thank you to Mrs. Paula Husar, our music teachers, and staff for their work at the March 16th hosting of the PMEA Elementary SongFest; 14 districts across 7 counties were represented at the event

BUSINESS MANAGER’S REPORT:

- Gov. Shapiro’s 2023-2024 budget calls for a \$567.4m increase in basic education funding, increase of \$103.8 million for special education, and \$38.5 million to continue free universal breakfast, among other items; budget hearings and negotiations will begin in the now-divided General Assembly
- Basic education funding would increase 13.9% or a little over a \$1m; special education funding would increase 11.9% or about \$179k from the current year; will continue building a budget without these numbers as of now
- Held a Request For Proposal opening today from food service management companies which is required by the state every five years; received three proposals which will be reviewed and will recommend one for board approval

BOARD MEMBER REPORTS:

- Director Connell – CCTI:
 - Student Montanna Costenbader talked about her attendance at a digital marketing conference and her co-op responsibilities at Blue Mountain Resort
 - Students Montanna Costenbader, Zach Anthony, and Brooke Knauss will be inducted to National Honor Society on March 28
 - Director Earl Paules stated that he is working on revising Policy 621 regarding fund balances
 - Looking to expand the Cosmetology Department to take on additional 50 students for the 2024-2025 school year
- Director Haas – Library/CLIU:
 - *CLIU*: showed videos of two projects; one was on a facility dog being used at a school to facilitate behavioral changes which help students express themselves in better ways; the second was on “Santa’s elves” who modify battery-powered toys with small switches to larger, easier to use switches which better assist those with physical disabilities
 - *Library*: Creative writing workshop; April is National Poetry Month; National Library Week April 24-29; use iGive.com for percentage of purchases donated, extra \$5 given for new member donations
- Director Zellers – PSBA:
 - Introducing outreach office hours for help in locating a resource or asking a question; consult website for specific hours
 - Session meetings for this year changed; see website
 - CDC released bi-weekly youth risk behavior survey results; key findings over the last 10 years were that the percentage of students who missed school due to safety concerns increased by 3%; showed a steady presence of online bullying; male students who experienced sadness or hopelessness increased by 8%, and for females increased by 21%; students who consider suicide has increased by 6%
- Director Larvey – LCCC:

- Saw presentation from the new director of the 1st Year Experience program, sees her as a good, positive fit for the program

OLD BUSINESS:

A. *S. S. Palmer Elementary library project* –

- At Director Earl Paules’ request, Dr. Frankelli spoke about whether a discussion needs to be had to determine if a revisit of the renovation of the library is needed. At the last workshop, it was decided to put on hold any renovations to the building in regard to security of the vestibule. However, the library renovation could be separated out from the larger scope of work in the building and be started now. A motion is on today’s agenda to approve that library portion of the work if the Board wants to move ahead with it.
- Director Larvey stated the Board agreed at the last workshop not to do any work on the building right now and that the design of each area is interlocked with each other area of work. The funds to do the work are separate but the work to be done is not separate. Requests if we want to move forward, we should start over and get fresh perspective of what the conditions and needs are.
- Ms. Michelle Muffley, elementary librarian, spoke against moving forward with the project. The Elizabeth Bray donation has grown to \$110k and wants the end users (students) to be better served by the renovation. The drawings from 2020 need a full review as the needs have changed for the project.
- Mr. Ralph Andrews, principal, agrees that the needs have changed compared to the 2020 drawings and requests the update be done properly.
- Dr. Frankelli asked if the project should stay as one renovation or as two with security being addressed first and then the library completed second. Need to know before moving forward. Mr. Faenza stated the projects would have separate bid and specification packages.
- Director Earl Paules suggested to start the project now to lessen the scope of the larger building renovation due to possible timeline overlaps which could slow the project completion down later on.
- After discussion, Dr. Frankelli clarified the Board decided not to move forward and recommended not approving the motion on today’s agenda to approve the scope of work on the elementary library renovation.

B. *Proposed High School Boys’ Basketball trip to Florida* –trip is now not moving forward

PUBLIC PARTICIPATION:

- None

BOARD MEETING MINUTES

Director Connell moved, seconded by Director Haas, to approve the board meeting minutes from February 21, 2023.

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

CONSENT AGENDA

Director Haas 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 the Accounts Payable Reports

Approved the Treasurer’s Reports

CSIU eSERVICES 2023-2024

Approved the 2023-2024 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

WGL ELECTRICITY AGREEMENT 2023-2025

Approved retroactively the agreement with WGL Energy Services/Provident Energy for a 24-month term from July 2023 through June 2025 for electricity at \$0.05179/kWh. The district is part of a cooperative purchasing group, and this price results in a \$0.01987/kWh increase from the current pricing.

DJ CONTRACTS

Approved the DJ service contract agreement with Lehigh Valley Events & Productions, LLC, for the Class of 2023 Senior Prom on May 5, 2023, in the amount of \$1,100.00

Approved the DJ service contract agreement with Nick Romano, for the Junior High National Honor Society dance on April 21, 2023, in the amount of \$250.00

TRAINING & TRANSITION SERVICES

Approved retroactively an additional one-half (1/2) hour of training and transition services for contracted employee #1-2023 at a rate of \$21.42 per hour

DONATIONS

Accepted the following donations from:

Raising the House	to Video Club Activity Fund	\$160.00
Patrick Roche of Soccer Education with Patrick	to general fund	\$300.00

HORIZONTAL MOVEMENTS

Approved the following horizontal movement effective the second semester of the 2022-2023 school year:

Katie Miller	Bachelor’s to Bachelor’s +24
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UNCOMPENSATED LEAVE

Approved the following uncompensated leave requests:

Employee #599	May 11, 2023 and May 12, 2023
Employee #635	April 26, 2023, April 27, 2023, April 28, 2023, May 1, 2023, and May 2, 2023

FMLA

Approved the following for Family & Medical Leave:

Employee #347	Effective from approximately March 27, 2023 through May 19, 2023
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SICK LEAVE EXTENSION

Approved the 40-day sick leave extension for employee #553 as per the terms of the PAESPA collective bargaining agreement

BUS DRIVER

Approved Lonnie Lee George as George’s Transportation bus driver for the remainder of the 2022-2023 school year effective March 22, 2023

COACH HIRING

Approved the following Coach for the 2022-2023 school year effective March 22, 2023:

Alex Matika	Baseball Volunteer Assistant Coach	--
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FALL COACHES 2023-2024

Approved the following Fall Coaches for the 2023-2024 school year:

FOOTBALL:		
Christopher Walkowiak	Head Coach	\$6,415
Mark Versuk	Assistant Coach	\$4,200
Michael Falcone	Assistant Coach	\$4,200

Freddie Leshner	Assistant Coach	\$4,200
Logan Leshner	Assistant Coach	\$4,200
Christopher Frace	Assistant Coach (MS)	\$4,200
William Cameron	Assistant Coach (1/2)	\$2,100
James Hunsicker	Assistant Coach (1/2)	\$2,100
CROSS COUNTRY:		
Michael J. Horvath	Head Coach	\$4,219
Michael Noyola	Assistant Coach	\$2,771
Sarah Wieder	Assistant Coach (MS) (1/2)	\$1,386
FIELD HOCKEY:		
Megan Leadbetter	Head Coach	\$4,219
Tara Frantz	Assistant Coach	\$2,771
Jillian Frank	Assistant Coach (MS)	\$2,771
Abigail Everett	Volunteer Assistant Coach	--
Amy Negley	Volunteer Assistant Coach	--
Lauren Salerno	Volunteer Assistant Coach	--
SOCCER-BOYS:		
Antonio Orlando	Head Coach	\$4,219
William Hansen	Assistant Coach	\$2,771
Michael Hansen	Volunteer Assistant Coach	--
SOCCER-GIRLS:		
David O'Brien	Head Coach	\$4,219
Jonathan Perloni	Assistant Coach	\$2,771
GOLF:		
Alexander Knoll	Co-Head Coach	\$1,269
Joseph Trimmel	Co-Head Coach	\$1,269
VOLLEYBALL:		
Savannah Mickel	Head Coach	\$4,219
Brooke Hillegass	Assistant Coach	\$2,771

RETIREMENT

Accepted the following retirement:

Carole Burkhardt	Music Teacher	Effective at end of 2022-2023 school year
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RESIGNATIONS

Accepted the following resignations:

Malia Mueller	Music Teacher	Effective at end of 2022-2023 school year
Amanda Mayer	Special Education Teacher	Effective April 18, 2023
Nicole Capuano	Food Service Worker	Effective March 9, 2023
Matthew Ernst	PT Custodian	Effective March 15, 2023

TUITION REIMBURSEMENTS

Approved tuition reimbursements

SSKW LEGAL SERVICES

Approved the Legal Services Consultation Agreement for special education services with Sweet, Stevens, Katz & Williams, LLP, for the 2023-2024 school year in the amount of \$7,500.00

CLIU #21 LEA POLICIES/ PROCEDURES

Approved the Notice of Adoption of Approved LEA Policies, Procedures, and Use of Funds by School District from Carbon Lehigh Intermediate Unit #21

CONFERENCE	Approved Jamie Schuler to attend the PA Association of Federal Program Coordinators Conference in Pocono Manor, PA, on April 17, 2023 at an estimated cost of \$240.00
1st READINGS POLICIES 137- 137.1-137.2-828- 830	Approved the first reading of the following policies: <ol style="list-style-type: none"> 1) Policy #137 Home Education Programs 2) Policy #137.1 Extracurricular Participation by Home Education Students 3) Policy #137.2 Participation in Cocurricular Activities & Academic Courses by Home Education Students 4) Policy #828 Fraud 5) Policy #830 Breach of Computerized Personal Information
2nd READINGS & ADOPTION POLICIES 200- 204-217-233-251	Approved the second reading and adoption of the following policies: <ol style="list-style-type: none"> 1) Policy #200 Enrollment of Students 2) Policy #204 Attendance 3) Policy #217 Graduation 4) Policy #233 Suspension & Expulsion 5) Policy #251 Students Experiencing Homelessness, Foster Care & Other Educational Instability
END OF CONSENT AGENDA	
REMOVE FROM TABLE CCTI BUDGET	Director Mazepa moved, seconded by Director Larvey, to remove from the table the 2023-2024 Proposed Secondary Budget for Carbon Career & Technical Institute. Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.
CCTI BUDGET 2023-2024	Director Connell moved, seconded by Director Mazepa, to approve the 2023-2024 Proposed Secondary Budget for Carbon Career & Technical Institute, calling for Receipts and Expenditures in the amount of \$9,096,315 to be forwarded as presented to the Boards of School Directors in each of the participating school districts for final adoption by Resolution. Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.
WEIGHT ROOM DRAWING	Director Haas moved, seconded by Director Snyder, to approve the drawing of the weight room renovation project dated March 9, 2023 from ALLOY5 Architecture of Bethlehem, PA. Aye Votes: Directors Connell, Haas, Larvey, Mazepa, Danielle Paules, Recker, Snyder, and Zellers. Nay Votes: Director Earl Paules. Motion Carried.
WEIGHT ROOM BIDS & SPECS	Director Haas moved, seconded by Director Mazepa, to accept the architectural services and structural engineering proposal from ALLOY5 Architecture of Bethlehem, PA, at a cost of approximately \$26,000.00 to design specifications and bid the weight room renovation project. Aye Votes: Directors Connell, Haas, Larvey, Mazepa, Danielle Paules, Recker, Snyder, and Zellers. Nay Votes: Director Earl Paules. Motion Carried.
SS PALMER ELEM. LIBRARY RENO.	Director Larvey moved, seconded by Director Haas, to approve the scope of work for the S. S. Palmer Elementary library renovation project from Crabtree, Rohrbaugh & Associates of Mechanicsburg, PA. Aye Votes: None. Nay Votes: All Directors Present. Motion Failed.

**SUPERINTENDENT
REAPPOINTMENT
2023-2028**

Director Mazepa moved, seconded by Director Snyder, to reappoint Dr. Jodi Frankelli as Superintendent effective July 1, 2023 for a maximum of five (5) years pursuant to the terms and conditions set forth in a contract negotiated between Dr. Frankelli and the Palmerton Area Board of School Directors.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

PUBLIC PARTICIPATION:

- None

FOR THE GOOD OF THE ORDER:

- Director Earl Paules asked for information on the Safe2Say program and who on staff is notified when a tip comes in. Mr. Heaney, Ms. Schuler, and Mr. Sodl are the staff who are the contacts at the secondary level. He questioned why all administrators are not added to the contact list. Dr. Frankelli stated that they system is set up in the manner that it works best for the administration team. Director Connell and Haas agreed that the administration has a plan to handle this program properly and Director Larvey also agreed with this since the program has been working and is effective. Mrs. Husar explained how the Safe2Say process works and how and when the submissions are addressed. Ms. Schuler said all three contacts receive notices at the same time via text, email, or phone call depending on the severity of the tip.

ADJOURNMENT

Director Haas moved, seconded by Director Earl Paules, to adjourn the meeting at 7:25 p.m.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

Respectfully submitted,

Jacqueline McCandless
Board Secretary