

**PALMERTON AREA SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS**  
**Tuesday, July 18, 2023**  
**Parkside Boardroom, 680 Fourth Street, Palmerton, PA**

**1. CALL TO ORDER 5:30 P.M.: PLEDGE OF ALLEGIANCE**

**2. ROLL CALL:**

Ms. Connell	Ms. Haas	Ms. King	Ms. Larvey	Mr. Mazepa	Mrs. Paules
Mr. Paules	Ms. Recker	Ms. Snyder	Dr. Frankelli	Mr. Kish	Atty. Lochinger

**3. STUDENT REPORT:**

**4. SUPERINTENDENT’S REPORT:**

- A. Health & Safety Plan
- B. Charter school follow up

**5. BUSINESS MANAGER’S REPORT:**

**6. BOARD MEMBER REPORTS:**

**7. OLD BUSINESS:**

- A. Weight room renovation update – ALLOY5, Randy Galiotto and Michelle Mozingo

**8. PUBLIC PARTICIPATION (POLICY #903):**

There shall be time available for public participation at the beginning and end of each board meeting. The beginning session is open for agenda items only and the ending session is open for any agenda times or issues relating to school district policies and operations. Informal requests shall be afforded five (5) minutes for presentation. Should the speaker find the five (5) minute time allotment to be insufficient for his/her presentation, a more detailed written presentation shall be an option. Please note that public interruption of the meeting will detract from the meeting.

**9. MEETING MINUTES:**

- A. Motion for the Board of School Directors to approve the board meeting minutes from June 20, 2023.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**10. CONSENT AGENDA:**

- A. Motion for the Board of School Directors to approve the attached consent agenda.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**11. PERSONNEL:**

- A. Motion for the Board of School Directors to approve Demi Rohlfling as Director of Special Education at an annual salary of \$95,000.00 prorated effective upon release from her current employer.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**12. OTHER:**

A. Motion for the Board of School Directors to approve the 2023-2024 Palmerton Area School District Health and Safety Plan (enclosure).

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

B. Motion for the Board of School Directors to approve Christopher Lantz of Cox, Stokes & Lantz as special counsel to the Board of School Directors at a rate of \$185.00 per hour.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**13. PUBLIC PARTICIPATION:**

**14. FOR THE GOOD OF THE ORDER:**

**15. ADJOURNMENT:**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

# PALMERTON AREA SCHOOL DISTRICT

## CONSENT AGENDA

Tuesday, July 18, 2023

### 1. FISCAL:

- A. Approve Accounts Payable Reports (enclosures)
- B. Approve Treasurer's Reports (enclosures)
- C. Approve Budget Transfers (enclosures)
- D. Approve retroactively the General Fund transfer of \$1,013.39 to the Cafeteria Fund to cover the remainder of the delinquent student meal debt for the 2022-2023 school year
- E. Rescind the February 22, 2022, motion approving the purchase of two (2) electric convection ovens for the High School from Hubert Company, LLC, with the cost of both ovens at \$18,579.62 and installation at \$1,155.00 totaling \$19,734.62 paid from the Capital Reserve Fund and retroactively approve the purchases from the Food Service Fund
- F. Approve the request to establish the Marc Carazo Art Scholarship Fund by Frank & Frances Carazo in memory of Marc Carazo
- G. Accept the following donations:

A. Donald & Mary G. Behler Foundation	\$4,000.00	to the Marc Carazo Art Scholarship Fund
A. Donald & Mary G. Behler Foundation	\$1,000.00	to the Aavidum Activity Club

### 2. PERSONNEL:

- A. Approve Rachel Parham as English as a Second Language (ESL) Teacher at Master's +15, Step 6, at an annual salary of \$53,900 effective August 15, 2023, subject to increase pursuant to any final, ratified collective bargaining agreement for the 2023-2024 school year
- B. Approve Chelsea Hutnick as Speech Language Therapist at Master's, Step 1, at an annual salary of \$48,500 effective August 15, 2023, subject to increase pursuant to any final, ratified collective bargaining agreement for the 2023-2024 school year
- C. Approve retroactively the following staff to work in the Elementary Summer School program from July 5, 2023 through July 27, 2023:

<i>Instructional Assistant at contractual hourly rate of \$17.41 per hour per the PAESPA Agreement:</i>
Lindsey Fronheiser

- D. Approve retroactively the following staff to work in the Junior High Summer School program (extension) from July 17, 2023 through August 8, 2023:

<i>Teachers at the Professional Services rate per the PAEA Collective Bargaining Agreement:</i>
Melissa Hoffman
Kimberly Seiler

- E. Approve the 40-day sick leave extension for employee #9909 as per the terms of the Act 93 agreement
- F. Approve the Memorandum of Understanding with PAESPA regarding employee #7147 (enclosure)
- G. Approve the following uncompensated leave request:

Employee #601	September 29, 2023 and October 2, 2023
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- H. Approve Marjorie Beahm as Substitute Teacher at a daily rate of \$110.00 effective July 19, 2023
- I. Approve the following club advisors for the 2023-2024 school year subject to increase pursuant to any final, ratified collective bargaining agreement:

Audrey Hoffman	Color Guard	\$1,410.00
Matthew Blanchard	Concert Band-HS	\$2,170.00
Matthew Blanchard	Jazz Band-HS	\$2,170.00
Matthew Blanchard	Marching Band-HS	\$4,763.00
Christine McCarroll	Junior Class Advisor	\$1,410.00

- J. Approve retroactively Gary Kuehner as bus driver effective July 5, 2023
- K. Accept the following resignations:

Brett Hoch	High School Math Teacher	Effective June 22, 2023
Kimberly Ottinger	Confidential Secretary to the Assistant to the Superintendent	Effective June 20, 2023
Jessica Cohen	Building Secretary-High School	Effective July 2, 2023
Amanda Kromer	Instructional Assistant	Effective July 23, 2023

- L. Approve retroactively Jessica Cohen as Central Office Secretary (Facilities, Technology, & Curriculum) effective July 3, 2023. There is no change to her annual salary.
- M. Approve Amanda Kromer as Building Secretary at the High School at an annual salary of \$35,020 prorated effective July 24, 2023
- N. Approve tuition reimbursements (enclosure)

**3. OTHER:**

- A. Approve Suzanne Rentschler as Special Education consultant at a rate of \$52.00 per hour not to exceed 12 hours per week through November 30, 2023
- B. Approve Arthur Feinberg, School Psychologist, at a rate of \$475.00 per day not to exceed 180 days effective for the 2023-2024 school year
- C. Accept the status that the following student has completed the graduation requirements for the Class of 2023 set forth by the Pennsylvania Department of Education and the Board of Education of Palmerton Area School District:

Student #23281
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- D. Approve Jamie Schuler to attend the Pennsylvania Association of Federal Programs Coordinators Summer Leadership Forum in Pittsburgh, PA, on August 3, 2023 and August 4, 2023 at an estimated cost of \$1,088.73 (enclosure)