

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, July 18, 2023

BOARD MEETING MINUTES

<p>ROLL CALL</p> <p>OTHER ATTENDANCE</p>	<p>An executive session was held Tuesday, June 20, 2023, before today’s board meeting and again after today’s board 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, July 18, 2023, at 5:41 p.m. President Recker presided.</p> <p>Present: Directors Connell, Haas, King, Larvey, Mazepa, Danielle Paules, Earl Paules, Recker, and Snyder</p> <p>Jodi Frankelli – Superintendent, Ryan Kish – Business Manager, Jacqueline McCandless – Board Secretary, and Shawn Lochinger– Solicitor</p> <p>SUPERINTENDENT’S REPORT:</p> <ul style="list-style-type: none">• Kim Seiler and Melissa Hoffman, Junior High School teachers, gave a presentation on the Escape Room summer school program at the JHS currently being held. Showed video from Breakout EDU, a resource they are using, which is a standards-aligned games challenge where students can apply their content knowledge in a collaborative way. Students uncover clues in a variety of subjects to successfully unlock boxes. The Board was given a challenge to complete to unlock boxes to experience what the task was like for the students.• Dr. Frankelli reviewed and updated the Health and Safety Plan for the district, which is required to be updated every 6 months until the ESSER funds are used. Updated timeline and basic language for 2023-2024 was added.• Charter school data handout presented. 81 students enrolled currently, 53 families with one child, and 13 families with multiple children. Principals have contacted each family providing information and have offered in-person meetings and tours. BBA open house will be held July 26th. Long range plans include creating virtual building tours, developing a “Palmerton Points of Pride” one-pager for each school, inviting them to school events, emailing newsletters, etc. <p>BUSINESS MANAGER’S REPORT:</p> <ul style="list-style-type: none">• We receive 37% of our operating revenue from the state and, as of today, a new state budget has not yet been passed. A sticking point seems to be private school vouchers which fund private school scholarships for students in low-achieving public school districts. <p>BOARD MEMBER REPORTS:</p> <ul style="list-style-type: none">• Director Larvey – LCCC:<ul style="list-style-type: none">○ At committee meeting last night, program and faculty reviews done; only certified paralegal program in the area• Director Earl Paules – CCTI:<ul style="list-style-type: none">○ On June 30th had a special reorganization meeting, which changed leadership to Renee DeMelfi as Chairperson and Earl Paules as Vice-Chairperson; feels communication has improved already• Director Haas – Library/CLIU:<ul style="list-style-type: none">○ <i>CLIU</i>: Director Haas was nominated and accepted as Vice President of the Board; held successful golf tournament with over \$9k going to Carbon-Lehigh Special Needs Children’s Foundation○ <i>Library</i>: seeking a community-at-large board member as Mr. Laviolette is retiring, submit resume and letter of interest by August 7th; math camp continues; art camp on August 21 & 28; journal making craft; origami; reading chain and other activities round out a busy summer schedule for the library
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OLD BUSINESS: Weight room renovation update: Randy Galiotto and Michelle Mozingo, ALLOY5 Architecture; Eric Snyder, Keystone Consulting Engineers

- ALLOY5 handed out updated drawings and plans showing a design change after recently discovering a water line coming into the building was smaller than expected. They reviewed the water line size and its impact to the plan. A 2” line underground somewhere drops to a 1.5” line which will impact the number of showers to be installed. Originally 7 showers each were to be installed in the two locker rooms, however, a 1.5” line will not support 7 showers. For the best water pressure and optimal use, to use the existing infrastructure, and to keep costs lower, 5 showers on each side would be recommended.
- Ms. Mozingo stated to find where the line size change occurs and make it a 2” line all the way across would cost exponentially more than the work to be achieved. However, the Board asked for an estimate of what the exploratory work would cost to find the transition in pipe size.
- Director Earl Paules asked why this did not become known earlier and stated the engineer should have been consulted earlier. ALLOY5 stated it was good to catch now before the bid award was made.
- Five showers on each side, in addition to the single-use bathroom, was acceptable by the district. Rebidding with the revised scope and schedule will be done after the August 1st board meeting approval and finalization of the updated plans.

PUBLIC PARTICIPATION:

- Lori Nemeth – questioned why the hiring of special counsel to the Board; Atty. Lochinger stated Atty. Lantz will assist in a personnel matter due to a potential conflict of interest with the district’s current counsel
- Constance Banko – stated the district should set a dollar amount limit of what can be afforded for the weight room renovation and perhaps not move forward
- Richard Banko – questioned why a second lawyer is needed for the district when we already pay one; Atty. Lochinger stated he cannot complete an investigation and defend the Board at the same time

MEETING MINUTES

Director Connell moved, seconded by Director Haas, to approve the board meeting minutes from June 20, 2023.

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

REMOVE ITEM FROM CONSENT

Director King moved, seconded by Director Snyder, to remove from the consent agenda, Item 2.E., sick leave extension for employee #9909, and place separately on the main voting agenda.

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

CONSENT AGENDA

Director Connell moved, seconded by Director King, 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

Approved Budget Transfers

GF TRANSFER	Approved 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															
ELECTRIC OVENS-FUNDS	Rescinded 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															
ART SCHOLARSHIP FUND	Approved the request to establish the Marc Carazo Art Scholarship Fund by Frank & Frances Carazo in memory of Marc Carazo															
DONATIONS	Accepted the following donations:															
	<table border="1"> <tr> <td data-bbox="370 535 878 573">A. Donald & Mary G. Behler Foundation</td> <td data-bbox="878 535 1036 573">\$4,000.00</td> <td data-bbox="1036 535 1516 573">to the Marc Carazo Art Scholarship Fund</td> </tr> <tr> <td data-bbox="370 573 878 611">A. Donald & Mary G. Behler Foundation</td> <td data-bbox="878 573 1036 611">\$1,000.00</td> <td data-bbox="1036 573 1516 611">to the Aevium Activity Club</td> </tr> </table>	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 Aevium Activity Club									
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ESL TEACHER	Approved 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															
SPEECH LANG. THERAPIST	Approved 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															
ELEM. SUMMER SCHOOL	Approved retroactively the following staff to work in the Elementary Summer School program from July 5, 2023 through July 27, 2023:															
	<table border="1"> <tr> <td colspan="2" data-bbox="370 1018 1516 1081"><i>Instructional Assistant at contractual hourly rate of \$17.41 per hour per the PAESPA Agreement:</i></td> </tr> <tr> <td data-bbox="370 1081 1516 1119">Lindsey Fronheiser</td> <td data-bbox="1516 1081 1537 1119"></td> </tr> </table>	<i>Instructional Assistant at contractual hourly rate of \$17.41 per hour per the PAESPA Agreement:</i>		Lindsey Fronheiser												
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JHS SUMMER SCHOOL EXTENSION	Approved retroactively the following staff to work in the Junior High Summer School program (extension) from July 17, 2023 through August 8, 2023:															
	<table border="1"> <tr> <td colspan="2" data-bbox="370 1270 1516 1291"><i>Teachers at the Professional Services rate per the PAEA Collective Bargaining Agreement:</i></td> </tr> <tr> <td data-bbox="370 1291 1516 1323">Melissa Hoffman</td> <td data-bbox="1516 1291 1537 1323"></td> </tr> <tr> <td data-bbox="370 1323 1516 1354">Kimberly Seiler</td> <td data-bbox="1516 1323 1537 1354"></td> </tr> </table>	<i>Teachers at the Professional Services rate per the PAEA Collective Bargaining Agreement:</i>		Melissa Hoffman		Kimberly Seiler										
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Kimberly Seiler																
PAESPA MOU UNCOMPENSATED LEAVE	Approved the Memorandum of Understanding with PAESPA regarding employee #7147 Approved the following uncompensated leave request:															
	<table border="1"> <tr> <td data-bbox="370 1522 662 1560">Employee #601</td> <td data-bbox="662 1522 1393 1560">September 29, 2023 and October 2, 2023</td> </tr> </table>	Employee #601	September 29, 2023 and October 2, 2023													
Employee #601	September 29, 2023 and October 2, 2023															
SUBSTITUTE TEACHER CLUB ADVISORS	Approved Marjorie Beahm as Substitute Teacher at a daily rate of \$110.00 effective July 19, 2023 Approved the following club advisors for the 2023-2024 school year subject to increase pursuant to any final, ratified collective bargaining agreement:															
	<table border="1"> <tr> <td data-bbox="370 1753 732 1801">Audrey Hoffman</td> <td data-bbox="732 1753 1117 1801">Color Guard</td> <td data-bbox="1117 1753 1419 1801">\$1,410.00</td> </tr> <tr> <td data-bbox="370 1801 732 1850">Matthew Blanchard</td> <td data-bbox="732 1801 1117 1850">Concert Band-HS</td> <td data-bbox="1117 1801 1419 1850">\$2,170.00</td> </tr> <tr> <td data-bbox="370 1850 732 1898">Matthew Blanchard</td> <td data-bbox="732 1850 1117 1898">Jazz Band-HS</td> <td data-bbox="1117 1850 1419 1898">\$2,170.00</td> </tr> <tr> <td data-bbox="370 1898 732 1946">Matthew Blanchard</td> <td data-bbox="732 1898 1117 1946">Marching Band-HS</td> <td data-bbox="1117 1898 1419 1946">\$4,763.00</td> </tr> <tr> <td data-bbox="370 1946 732 1990">Christine McCarroll</td> <td data-bbox="732 1946 1117 1990">Junior Class Advisor</td> <td data-bbox="1117 1946 1419 1990">\$1,410.00</td> </tr> </table>	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
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Christine McCarroll	Junior Class Advisor	\$1,410.00														

BUS DRIVER	Approved retroactively Gary Kuehner as bus driver effective July 5, 2023												
RESIGNATIONS	Accepted the following resignations:												
	<table border="1"> <tr> <td data-bbox="365 220 617 262">Brett Hoch</td> <td data-bbox="617 220 1104 262">High School Math Teacher</td> <td data-bbox="1104 220 1421 262">Effective June 22, 2023</td> </tr> <tr> <td data-bbox="365 262 617 325">Kimberly Ottinger</td> <td data-bbox="617 262 1104 325">Confidential Secretary to the Assistant to the Superintendent</td> <td data-bbox="1104 262 1421 325">Effective June 20, 2023</td> </tr> <tr> <td data-bbox="365 325 617 367">Jessica Cohen</td> <td data-bbox="617 325 1104 367">Building Secretary-High School</td> <td data-bbox="1104 325 1421 367">Effective July 2, 2023</td> </tr> <tr> <td data-bbox="365 367 617 409">Amanda Kromer</td> <td data-bbox="617 367 1104 409">Instructional Assistant</td> <td data-bbox="1104 367 1421 409">Effective July 23, 2023</td> </tr> </table>	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
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											
SECRETARY TRANSFERS	<p>Approved retroactively Jessica Cohen as Central Office Secretary (Facilities, Technology, & Curriculum) effective July 3, 2023. There is no change to her annual salary.</p> <p>Approved Amanda Kromer as Building Secretary at the High School at an annual salary of \$35,020 prorated effective July 24, 2023</p>												
TUITION REIMBURSEMENTS	Approved tuition reimbursements												
SPECIAL ED. CONSULTANT	Approved 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												
PSYCHOLOGIST	Approved Arthur Feinberg, School Psychologist, at a rate of \$475.00 per day not to exceed 180 days effective for the 2023-2024 school year												
GRADUATION	<p>Accepted 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:</p> <table border="1"> <tr> <td data-bbox="365 1029 714 1071">Student #23281</td> </tr> </table>	Student #23281											
Student #23281													
CONFERENCE	<p>Approved 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</p> <p>END OF CONSENT AGENDA</p>												
SPECIAL EDUCATION DIRECTOR	<p>Director Larvey moved, seconded by Director Haas, to approve Demi Rohlfing as Director of Special Education at an annual salary of \$95,000.00 prorated effective upon release from her current employer.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>												
SICK LEAVE EXTENSION	<p>Director King moved, seconded by Director Snyder, to approve the 40-day sick leave extension for employee #9909 as per the terms of the Act 93 agreement.</p> <p>Aye Votes: Directors Connell, Haas, King, Larvey, Mazepa, Recker, and Snyder. Nay Votes: Directors Danielle Paules and Earl Paules. Motion Carried.</p>												
HEALTH & SAFETY PLAN	<p>Director Connell moved, seconded by Director Mazepa, to approve the 2023-2024 Palmerton Area School District Health and Safety Plan.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>												

**SPECIAL
COUNSEL-
LANTZ**

Director King moved, seconded by Director Earl Paules, 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.

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

Nay Votes: Director Mazepa. Motion Carried.

PUBLIC PARTICIPATION:

- None

FOR THE GOOD OF THE ORDER:

- Director Larvey welcomed, in absentia, our new teachers, Ms. Parham and Ms. Hutnick, to the district
- Director Recker stated an executive session will be held tonight after the meeting for personnel matters.
- Director Danielle Paules said the U-10 girls' softball team from Towamensing All Stars team will be advancing to the state competition
- Director Recker thanked the Ortiz Family for the thank you cards to the Board regarding the international trip this summer and remarked on the challenges they faced in returning home

ADJOURNMENT

Director Connell moved, seconded by Director King, to adjourn the meeting at 7:04 p.m.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

Respectfully submitted,

Jacqueline McCandless
Board Secretary