

**PALMERTON AREA SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS**  
**Tuesday, October 17, 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. Recognition of Shea’s Hardware

**5. BUSINESS MANAGER’S REPORT:**

**6. BOARD MEMBER REPORTS:**

**7. OLD BUSINESS:**

A. Weight room renovation

**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 September 19, 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. FISCAL:**

A. Motion for Board of School Directors to approve the Reimbursement Agreement between Palmerton Area School District and Craig Borland (enclosure).

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

**12. OTHER:**

A. Motion for the Board of School Directors to approve the field trip request for the High School International Travelers Club to visit the Galápagos Islands, Ecuador, in June 2025 with all expenses

being fully covered by student participants and their families (enclosure).

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, October 17, 2023**

**1. FISCAL:**

- A. Approve Accounts Payable Reports (enclosures)
- B. Approve Treasurer’s Reports (enclosures)
- C. Approve Budget Transfers (enclosures)
- D. Approve the following insurance renewals effective November 12, 2023 (enclosure):

Coverage	Carrier	Expiring Term Premium	Proposed Term Premium
Property	CM Regent Ins. Co.	\$64,074.00	\$78,015.00
General Liability and Crime	CM Regent Ins. Co.	\$31,185.00	\$30,055.00
Automobile	CM Regent Ins. Co.	\$ 6,458.00	\$ 6,516.00
Equipment Breakdown	CM Regent Ins. Co.	\$ 4,727.00	\$ 5,457.00
Umbrella	CM Regent Ins. Co.	\$11,527.00	\$10,865.00
Cyber Liability	Houston Casualty Co.	\$18,457.00	\$15,621.00
School Leaders’ Liability	CM Regent Ins. Co.	\$20,206.00	\$24,476.00
	<b>Total:</b>	<b>\$156,634.00</b>	<b>\$171,005.00</b>

- E. Rescind the July 18, 2023 motion approving 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 and retroactively approve to June 30, 2023 the General Fund transfer of \$983.39 to the Cafeteria Fund to cover the remainder of the delinquent student meal debt for the 2022-2023 school year

**2. PERSONNEL:**

- A. Approve Miriam Krzton Hedes as Instructional Assistant at a rate of \$17.41 per hour effective October 18, 2023
- B. Acknowledge the following horizontal movements effective the first semester of the 2023-2024 school year:

Melissa Hoffman	Bachelor’s to Bachelor’s +24
Kayla Sander	Bachelor’s +24 to Master’s

- C. Approve the following uncompensated leave requests:

Employee #452	October 20, 2023 – half day
Employee #622	October 18, 2023 – half day

- D. Accept the following retirement:

Ricky Muffley	Custodian	Effective December 30, 2023
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E. Approve Bethany Long as Substitute Teacher at a daily rate of \$110.00 effective October 18, 2023

F. Approve the following Substitutes at a rate of \$10.00 per hour effective October 18, 2023:

Heather Reabold	as Substitute Secretary and Substitute Instructional Assistant
Michele Altemose	as Substitute Secretary and Substitute Food Service Worker
Marybeth Altemus	as Substitute Secretary and Substitute Food Service Worker

G. Approve the following Advisor for the remainder of the 2023-2024 school year effective October 18, 2023:

Elizabeth Karb	Student Council-Elementary	\$803.00 prorated
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H. Approve the following Spring Coaches for the 2023-2024 school year:

<b>Baseball:</b>		
Tyler Svetik	Head Coach	\$4,219.00
Joseph Trimmel	Assistant Coach	\$2,771.00
Matthew Solt	Assistant Coach	\$2,771.00
Michael Svetik	Volunteer Assistant Coach	--
Ryan King	Volunteer Assistant Coach	--
Alex Matika	Volunteer Assistant Coach	--
Christopher Saliby	Volunteer Assistant Coach	--
<b>Softball:</b>		
Robert Hock	Head Coach	\$4,219.00
Jenna Turner	Co-Assistant Coach (1/2)	\$1,386.00
Rodney Strohl	Co-Assistant Coach (1/2)	\$1,386.00
Tori Gollie	Volunteer Assistant Coach	--
<b>Tennis:</b>		
Jennifer Danzeisen	Head Coach	\$2,537.00
<b>Track:</b>		
Michael Gombert	Head Coach	\$4,219.00
Andrew Nosti	Assistant Coach	\$2,771.00
Francis Gough	Assistant Coach	\$2,771.00
James Hay	Assistant Coach	\$2,771.00
Darris Rodrigues	Assistant Coach	\$2,771.00
Michael J. Horvath	Assistant Coach (MS)	\$2,771.00
Sage Nalesnik	Assistant Coach (MS)	\$2,771.00
Kris Hoffner	Co-Assistant Coach (1/2)	\$1,386.00
Matthew Lalik	Co-Assistant Coach (1/2)	\$1,386.00
Michael Martinez	Volunteer Assistant Coach	--
Michael Noyola	Volunteer Assistant Coach	--

I. Approve the following Coaches for the 2023-2024 school year effective October 18, 2023:

Thomas Pasquariello	Wrestling Assistant Coach	\$4,200.00
Jamie Tomsic	Wrestling Volunteer Assistant Coach	--

Zachary Christman	Wrestling Volunteer Assistant Coach	--
Joseph Egan	Boys Basketball Assistant Coach	\$4,200.00
Brian Stevko	Boys Basketball Assistant Coach	\$4,200.00
Chase Repp	Boys Basketball Assistant Coach (5/8)	\$2,625.00
Dylan Knouse	Boys Basketball Assistant Coach (3/8)	\$1,575.00
Nathaniel Dougherty	Boys Basketball Volunteer Assistant Coach	--

J. Accept the following resignations:

Ryan Heller	Student Council Advisor-Elementary	Effective October 17, 2023
Zachary Christman	Wrestling Assistant Coach	Effective October 18, 2023
Thomas Pasquariello	Wrestling Volunteer Assistant Coach	Effective October 18, 2023
Michael J. Horvath	Boys Basketball Volunteer Assistant Coach	Effective October 18, 2023
Austin Luers	Boys Basketball Volunteer Assistant Coach	Effective October 18, 2023
Joseph Egan	Boys Basketball Volunteer Assistant Coach	Effective October 18, 2023
Brian Stevko	Boys Basketball Volunteer Assistant Coach	Effective October 18, 2023
Dylan Knouse	Boys Basketball Volunteer Assistant Coach	Effective October 18, 2023

K. Approve the following Winter Event Workers at a rate of \$23.00 per event effective October 18, 2023:

Pamela Andrews	Kelly Heinrich	Thomas Smelas
Suzanne Black	John Hrebik	David Smith
Jessica Cohen	Alexander Knoll	Rodney Strohl
Edward Hedes	Vicki McHugh	
Jodi Hedes	Kimberly Seiler	
<i>Pending receipt of clearances:</i>		
Scott Stahler		

L. Approve the following George's Transportation bus drivers for the 2023-2024 school year:

Heath Fasching	Effective retroactively September 20, 2023
Denise Dein	Effective October 18, 2023

M. Approve tuition reimbursements (enclosure)

### 3. OTHER:

- A. Approve the field trip request to attend the FBLA State Leadership Workshop at Kalahari Resort, Pocono Manor, PA on October 29, 2023 through October 30, 2023 (enclosure)
- B. Approve the field trip request for the PIAA state cross country championships in Hershey, PA from November 3, 2023 through November 4, 2023 to be paid through the athletic budget (enclosure)
- C. Approve Jodi Frankelli to attend the CLIU #21 Superintendents Leadership Conference in Hershey, PA from November 1, 2023 through November 3, 2023 at an estimated cost of \$100.90 (enclosure)
- D. Approve Jamie Schuler to attend PASA's Assistant Superintendents and Supervisors Summit in Harrisburg, PA on October 20, 2023 at an estimated cost of \$160.09 (enclosure)

- E. Approve Demi Rohlfig and Christina Bravo to attend the PA Education for Children and Youth Experiencing Homelessness (ECYEH) Program in Wilkes-Barre, PA on October 25, 2023 at an estimated cost of \$126.30 (enclosures)
- F. Approve the Pennsylvania School Boards Association contract for professional services in the amount of \$1,600.00 (enclosure)
- G. Approve the first reading of the following policies (enclosures):
  - 1) Policy #101 Mission/Vision Statement
  - 2) Policy #106 Guides for Planned Instruction
  - 3) Policy #107 Adoption of Planned Instruction
  - 4) Policy #108 Adoption of Textbooks
  - 5) Policy #109 Resource Materials
  - 6) Policy #110 Instructional Supplies
  - 7) Policy #111 Lesson Plans
  - 8) Policy #126 Class Size
  - 9) Policy #127 Assessment System
  - 10) Policy #130 Homework
  - 11) Policy #226 Searches
  - 12) Policy #702 Gifts, Grants & Donations
  - 13) Policy #830 Security of Computerized Personal Information/Breach Notification
  - 14) Policy #830.1 Data Governance-Storage/Security
- H. Approve the first reading to repeal the following policies (enclosures):
  - 1) Policy #109.2 Library Collections
  - 2) Policy #120 Human Development Program