

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, September 19, 2023

BOARD MEETING MINUTES

An executive session was held Tuesday, September 5, 2023, and today after the regular board meeting concerning legal and personnel matters.

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, September 19, 2023, at 5:30 p.m. President Recker presided.

ROLL CALL

Present: Directors Connell, Haas, King, Larvey, Mazepa, Danielle Paules, Earl Paules, Recker, and Snyder

OTHER ATTENDANCE

Jodi Frankelli – Superintendent, Ryan Kish – Business Manager, Jacqueline McCandless – Board Secretary, and Shawn Lochinger– Solicitor

STUDENT REPORT: Jared Reinhard, 12th grade

- Environmental Club – planning trip to Fighter’s Heaven in Deer Lake as both a service and educational trip; collecting can tabs to donate to Ronald McDonald House
- Leo Club – selling Gertrude Hawk candy bars, will donate to a non-profit in Palmerton
- Sophomore Club – starting a Krispy Kreme fundraiser
- Band – has had successful performances so far this year, performed at Carbon County Fair and football games and is looking forward to more fall events; HS concert band will begin rehearsals soon; Off The Charts Music School has offered to have our Jazz Band utilize their new recording studio; All-District band preparations underway, may have seven students to audition
- Athletics – in third week of fall sports; all teams are competitive and have hopes of qualifying for postseason; had annual Palmerton Ambulance donation as part of St. Luke’s contract for \$2,000; Booster Night at football game this Friday; Homecoming scheduled for September 29th; Sydney Frantz broke the high school career goals and assists record in field hockey and was named the TV13 and Morning Call Player of the Week

SUPERINTENDENT’S REPORT:

- Thank you to all employees who helped make our Back-to-School nights a success
- Picture days are scheduled throughout the buildings
- Special thanks to all those who helped at our 2nd book distribution at the community festival this year; received a lot of positive feedback on this handout
- Since our last workshop, we have been working behind the scenes to come up with a more fiscally responsible design plan for the weight room renovation. Have had two meetings so far and received a first sketch today from ALLOY5. Will meet with them a third time to fine tune the design more. Presentation of the design most likely won’t be ready for October 3rd workshop but should be ready to present by October 17th meeting

BUSINESS MANAGER’S REPORT:

- The recently passed state budget allows the district to continue with free breakfast for all students and free lunches for those students who received reduced lunch prices. Comparing participation numbers to date, this year to last year, we have an 11% increase in participation for student breakfast and a 10% increase in participation for reduced lunch students. JHS has the biggest increase in participation for breakfast compared to last year, and Parkside is seeing the biggest increase compared to last year with reduced lunch participation. Our goal is to continue to spread the word about the free breakfast and reduced lunch programs; tracking about the same in outstanding student meal debt with over \$1,200 being owed to date to start the year

BOARD MEMBER REPORTS:

- Director Haas – Library/IU:
 - *Library:* Keep Kids Creative Week, lots of activities scheduled this week; \$25 lifetime fill-a-tote bag now available for purchase; basket auction went well; paper chain link finished last month; Quilters and Craft Lovers Bingo on October 8th; exterior renovations on the 100-year-old building are in progress, trying to get grant money to help with this, thanked Dr. Frankelli for a district endorsement letter
 - *IU:* Spirit of Anne Frank Award given last night to school psychologist; basket raffle for holidays on display in November with drawing in December
- Director Earl Paules – CCTI:
 - Read out loud a recent Times News opinion article about school directors in the state and a bill proposed to restructure public school governance with possible suggestions of no directors being allowed to serve if related to any district employee, and paid positions for directors to attract more qualified candidates. Mr. Paules would like to create a policy to ensure no ex-employee can serve on the Board. Atty. Lochinger said that state code dictates what can be enforced in this type of policy.
- Director Larvey – LCCC:
 - Concerns discussed about future income from the state; ongoing concern about keeping enrollment up

PUBLIC PARTICIPATION:

- Constance Banko – not against girls’ wrestling team; board members are accountable to taxpayers, teachers, staff, and all students with the school budget being most important; public library and LCCC are great facilities as was renovating the high school library to better utilize the space; glad the weight room renovation project was voted down because of high costs
- Richard Banko – board members should try to get along which will then benefit the taxpayers; Board should be thinking about how much money will be spent on the weight room renovation; stated 43% of those living in Palmerton are on fixed incomes
- Kris Schaible – asked for clarification on who uses the weight room as it is not just high school students; Dr. Frankelli stated Mr. Kyle Porembo will be at the October workshop to address who uses the building

MEETING MINUTES

Director Connell moved, seconded by Director Haas, to approve the board meeting minutes from August 15, 2023 and September 5, 2023.

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

CONSENT AGENDA

Director Mazepa moved, seconded by Director Connell, to approve the attached consent agenda.

Aye Votes: All Directors Present with the exception of a Nay vote from Director Earl Paules for consent agenda Item #2 Personnel, Letter A, and Item #3 Other, Letter B only.
Nay Votes: None. Motion Carried.

CONSENT AGENDA:

FINANCIAL REPORTS

Approved the Accounts Payable Reports

Approved the Treasurer’s Reports

SHINE AFTER SCHOOL MEALS

Authorized the Business Manager to retroactively sign the Sponsor-to-Sponsor Agreement with Lehigh Carbon Community College SHINE After School Program for purchasing of meals from the district for the 2023-2024 school year

DJ SERVICES	<p>Approved the contract with Nick Romano DJ Service for DJ services for the high school dance on September 30, 2023 in the amount of \$350.00</p> <p>Approved the agreement with B-Flat Entertainment, LLC, for DJ services for the junior high school dance on October 27, 2023 in the amount of \$375.00</p>												
DONATION	Accepted the anonymous donation of \$3,000.00 to the High School Video Club												
MATH TEACHER-HS	Approved retroactively Alyssa Miller as Mathematics Teacher at the High School at Bachelor's, Step 2, at an annual salary of \$48,000 prorated effective September 18, 2023												
MENTORS	<p>Approved the following Mentors for the 2023-2024 school year:</p> <table border="1" data-bbox="370 533 1490 653"> <tr> <td data-bbox="370 533 630 569">Kristina Manning</td> <td data-bbox="630 533 873 569"><i>for</i> Julie Cenci</td> <td data-bbox="873 533 1490 569">\$ 745.00 for 1st semester only</td> </tr> <tr> <td data-bbox="370 569 630 653">Tammy Muniz</td> <td data-bbox="630 569 873 653"><i>for</i> Alyssa Miller</td> <td data-bbox="873 569 1490 653">\$1,490.00 prorated, retroactive effective September 18, 2023</td> </tr> </table>	Kristina Manning	<i>for</i> Julie Cenci	\$ 745.00 for 1 st semester only	Tammy Muniz	<i>for</i> Alyssa Miller	\$1,490.00 prorated, retroactive effective September 18, 2023						
Kristina Manning	<i>for</i> Julie Cenci	\$ 745.00 for 1 st semester only											
Tammy Muniz	<i>for</i> Alyssa Miller	\$1,490.00 prorated, retroactive effective September 18, 2023											
JHS AFTER-SCHOOL PROGRAM	<p>Approved the following staff to work in the Junior High School After-School Program from September 25, 2023 through the end of the 2023-2024 school year at a rate of \$36.00 per hour per the PAEA Collective Bargaining Agreement:</p> <table border="1" data-bbox="370 821 678 890"> <tr> <td data-bbox="370 821 678 856">Melissa Hoffman</td> </tr> <tr> <td data-bbox="370 856 678 890">Kimberly Seiler</td> </tr> </table>	Melissa Hoffman	Kimberly Seiler										
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HORIZONTAL MOVEMENTS	<p>Acknowledged the following horizontal movements effective the first semester of the 2023-2024 school year:</p> <table border="1" data-bbox="370 1037 1279 1247"> <tr> <td data-bbox="370 1037 683 1073">Karoline Anthony</td> <td data-bbox="683 1037 1279 1073">From Master's +30 to Master's +45</td> </tr> <tr> <td data-bbox="370 1073 683 1108">Felicia Fischer</td> <td data-bbox="683 1073 1279 1108">From Master's +45 to Master's +60</td> </tr> <tr> <td data-bbox="370 1108 683 1144">Monique Hofford</td> <td data-bbox="683 1108 1279 1144">From Master's +15 to Master's +30</td> </tr> <tr> <td data-bbox="370 1144 683 1180">Alexandra Madison</td> <td data-bbox="683 1144 1279 1180">From Bachelor's +24 to Master's</td> </tr> <tr> <td data-bbox="370 1180 683 1215">Justin Petersen</td> <td data-bbox="683 1180 1279 1215">From Bachelor's +24 to Master's</td> </tr> <tr> <td data-bbox="370 1215 683 1247">Sarah Sullivan</td> <td data-bbox="683 1215 1279 1247">From Bachelor's to Bachelor's +24</td> </tr> </table>	Karoline Anthony	From Master's +30 to Master's +45	Felicia Fischer	From Master's +45 to Master's +60	Monique Hofford	From Master's +15 to Master's +30	Alexandra Madison	From Bachelor's +24 to Master's	Justin Petersen	From Bachelor's +24 to Master's	Sarah Sullivan	From Bachelor's to Bachelor's +24
Karoline Anthony	From Master's +30 to Master's +45												
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Monique Hofford	From Master's +15 to Master's +30												
Alexandra Madison	From Bachelor's +24 to Master's												
Justin Petersen	From Bachelor's +24 to Master's												
Sarah Sullivan	From Bachelor's to Bachelor's +24												
UNCOMPENSATED LEAVE	<p>Approved the following uncompensated leave requests:</p> <table border="1" data-bbox="370 1346 1446 1451"> <tr> <td data-bbox="370 1346 683 1381">Employee #609</td> <td data-bbox="683 1346 1446 1381">October 2, 2023; October 20, 2023</td> </tr> <tr> <td data-bbox="370 1381 683 1417">Employee #631</td> <td data-bbox="683 1381 1446 1417">From October 31, 2023 through November 2, 2023</td> </tr> <tr> <td data-bbox="370 1417 683 1451">Employee #6498</td> <td data-bbox="683 1417 1446 1451">January 18, 2024; January 19, 2024; January 22, 2024</td> </tr> </table>	Employee #609	October 2, 2023; October 20, 2023	Employee #631	From October 31, 2023 through November 2, 2023	Employee #6498	January 18, 2024; January 19, 2024; January 22, 2024						
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Employee #631	From October 31, 2023 through November 2, 2023												
Employee #6498	January 18, 2024; January 19, 2024; January 22, 2024												
FMLA	<p>Approved the following for Family & Medical Leave:</p> <table border="1" data-bbox="370 1549 1398 1585"> <tr> <td data-bbox="370 1549 683 1585">Employee #181</td> <td data-bbox="683 1549 1398 1585">From October 10, 2023 through January 1, 2024</td> </tr> </table>	Employee #181	From October 10, 2023 through January 1, 2024										
Employee #181	From October 10, 2023 through January 1, 2024												
SUB SECY & IA	Approved Cassandra Fenkner as Substitute Secretary and Substitute Instructional Assistant at a rate of \$10.00 per hour effective September 20, 2023												
RESIGNATIONS	<p>Accepted the following resignations:</p> <table border="1" data-bbox="370 1787 1500 1856"> <tr> <td data-bbox="370 1787 651 1822">Alyssa Miller</td> <td data-bbox="651 1787 1101 1822">Building-Based Substitute-HS</td> <td data-bbox="1101 1787 1500 1822">Effective September 15, 2023</td> </tr> <tr> <td data-bbox="370 1822 651 1856">Heather Reabold</td> <td data-bbox="651 1822 1101 1856">Instructional Assistant</td> <td data-bbox="1101 1822 1500 1856">Effective September 29, 2023</td> </tr> </table>	Alyssa Miller	Building-Based Substitute-HS	Effective September 15, 2023	Heather Reabold	Instructional Assistant	Effective September 29, 2023						
Alyssa Miller	Building-Based Substitute-HS	Effective September 15, 2023											
Heather Reabold	Instructional Assistant	Effective September 29, 2023											
SUB REMOVAL	Removed Jane Maurer from the current Substitute Teacher list effective September 20, 2023												

TUITION REIMBURSEMENTS
PSBA OFFICER ELECTIONS

Approved tuition reimbursements

Authorized the Board Secretary to cast votes in the election for the following 2023 PSBA officer candidates:

Allison Mathis	President-Elect
Sabrina Backer	Vice President
Karen Beck Pooley	Treasurer
Marianne Neel	Trustee
Michael Faccinetto	Trustee
Marsha Pleta	Western Zone Representative
Erik Meredith	Section W3 Advisor

CONFERENCE

Approved Jodi Frankelli and Joseph Faenza to attend the 2023 PASBO Facilities, Transportation, & Safety Conference in State College, PA, on October 9, 2023 and October 10, 2023 at an estimated cost of \$1,326.38

2ND READINGS & ADOPTION POLICIES 114-115-116-117-118-119

Approved the second reading and adoption of the following policies:

- 1) Policy #114 Gifted Education
- 2) Policy #115 Career & Technical Education
- 3) Policy #116 Tutoring
- 4) Policy #117 Homebound Instruction
- 5) Policy #118 Independent Study
- 6) Policy #119 Current Events

END OF CONSENT AGENDA

FAILURE TO APPROVE TAX APPEAL

Director Earl Paules moved, seconded by Director Haas, to approve tax appeals for real estate discount for properties 29-33-39, 29B-33-15, and 39B-33-16.

Aye Votes: None.

Nay Votes: All Directors Present. Motion Failed.

TAX APPEAL DENIED

Director Connell moved, seconded by Director Earl Paules, to deny tax appeals for real estate discount for properties 29-33-39, 29B-33-15, and 39B-33-16.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

ELEVATOR CHANGE ORDER

Director Connell moved, seconded by Director Earl Paules, to accept Change Order #1 from TK Elevator Corporation for additional labor for reinspection and changing of hydraulic oil that was compromised from water intrusion at S.S. Palmer Elementary in the amount of \$7,800.00.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

PALMER ROOF REPAIR

Director Earl Paules moved, seconded by Director King, to approve the proposal from NT Associates, Inc., for partial roof repairs at S.S. Palmer Elementary in the amount of \$11,800.00.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

PUBLIC PARTICIPATION:

- None

FOR THE GOOD OF THE ORDER:

- Director Larvey welcomed Alyssa Miller back to her alma mater as a teacher, wished her a successful time teaching in the district
- Director Mazepa said it is National Voter Registration Day, all license applications or renewals at the DMV will automatically be registered to vote in choice of political party
- Director Recker stated there will be an executive session immediately following this meeting for legal and personnel issues

ADJOURNMENT

Director Connell moved, seconded by Director Earl Paules, to adjourn the meeting at 6:14 p.m.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

Respectfully submitted,

Jacqueline McCandless
Board Secretary