

# PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, October 17, 2023

## BOARD MEETING MINUTES

An executive session was held Tuesday, October 3, 2023, and today after the 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, October 17, 2023, at 5:33 p.m. President Recker presided.

### **ROLL CALL**

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

### **OTHER ATTENDANCE**

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

### **STUDENT REPORT: Cora Wentz, grade 12**

- Scholastic Scrimmage – first match next week; over ten members in club
- PYEA – eleven members now which is an increase of 65% from the last two years; members observe teachers in the district so students have an understanding about a teaching career
- Blood Drive – to be held November 8th in the gym by NHS members
- National Honor Society – participated in Halloween parade, upcoming Turkey Trot next month, volunteering at Garden of Giving; activity planned for National Kindness Day on November 13th; induction ceremony planned for November 16th
- Environmental Club – service and academic field trip to Fighter’s Heaven, Muhammed Ali’s training camp; 40 members cleaned up around the camp and had an educational tour; also cleaned up on the D&L Trail
- Collegiate Empowerment Workshop – beginning Thursday, grades 10-12 will have a series of guest speakers on issues related to teens
- Anti-Bullying/Unity Day – held tomorrow in which the entire district will wear orange to promote unity, acceptance, and tolerance for everyone
- Drama Club – completed casting of this Fall’s *The Play That Goes Wrong*; show dates are November 30, December 1, and December 2
- Athletics – field hockey playing in Colonial League championship on Thursday; girls’ soccer qualified for league tournament; Cross Country in league and district play; football team remains undefeated; Senior Night for football, cheerleaders, and band this Friday
- Senator for the Day – ten students attended the seminar at CCTI for discussion about the legislative process last Tuesday

### **SUPERINTENDENT’S REPORT:**

- Thank you to CCTI for the 9th grade student presentation at the high school on October 5th
- Thanks to LVHN for bringing their Safety Town project to Towamensing Elementary recently which allowed students to rotate between various stations including school safety, bus safety, “stranger danger”, dog bite prevention, etc.
- Congratulations to the recent National Junior Honor Society inductees
- Thank you to our local fire departments who gave their time to our elementary students by bringing their vehicles and equipment for students to view during Fire Prevention Week
- Robo-call alert completed last night to parents on the safety drill to be conducted on Friday
- PRESENTATION TO SHEA FAMILY – Director Recker presented the Shea Family with a plaque to commemorate Shea’s Hardware business closing due to retirement which has operated for the last 70 years. Ms. Recker thanked the family for their devotion, commitment, and support of the district over the years and wished them well in retirement.

**BUSINESS MANAGER’S REPORT:**

- Received notification of our Act 1 index which is the maximum amount the district is able to raise taxes to without seeking voter referendum. The index this year is 7.2%, which is up from 5.5% last year. The state uses statewide average weekly wages, federal employment costs index for schools, and the market value/personal income aid ratio to determine this number.
- Administrators are working on their 2024-2025 budgets
- Although auditors just completed the yearly audit, they will be back in November for our single audit where they pick at random a federally-funded program to examine in detail

**BOARD MEMBER REPORTS:**

- Director Larvey – LCCC:
  - Starting to work on budget for next year; out of 15 community colleges in the state, only two cost less than LCCC, trying to maintain the status of being a good value
- Director Haas – Library/IU:
  - *Library:* coffee with veterans; peapod story time; accepting donations for homemade auction in December; National Novel Writing Month coming up with group sessions available for writers; National STEAM day; live reptiles for Wildlife Conservation Day in December; International Tea Day on December 15th
  - *IU:* we value and honor our principals as it is National Principal Month; National School Bus Safety Week held; Life Skills student won “Miss Amazing” contest, thank you to all the businesses who allow these students to work through the outreach program; looking into STEAM programs for science standards and will offer to districts; last year 400 student drivers participated in their driver education program

**OLD BUSINESS:**

- *Weight room renovation* – Director Earl Paules thanked Dr. Frankelli, Mr. Kish, and ALLOY5 for working well together. The new drawing is a mirror of the old design but shifts everything from one end of the building to the other. ALLOY5 Architecture is not charging us any more money for this. Mr. Paules stated he will have a full update at the next workshop meeting which will include the pricing of the project. He stated the price has been almost cut in half of what it was by just redesigning it.

**PUBLIC PARTICIPATION:**

- Mary Farquhar – asked about the source of the unanticipated funds into the budget that Mr. Kish spoke about in September. Mr. Kish stated when state passed the budget this August, there was additional money given to our subsidy of approximately \$988k.

**MEETING MINUTES**

Director Mazepa moved, seconded by Director Earl Paules, to approve the board meeting minutes from September 19, 2023.

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

**CONSENT AGENDA**

Director Haas moved, seconded by Director Snyder, 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

**INSURANCE RENEWALS**

Approved Budget Transfers

Approved the following insurance renewals effective November 12, 2023:

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>

**GENERAL FUND TRANSFER**

Rescinded 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

**IA**

Approved Miriam Krzton Hedes as Instructional Assistant at a rate of \$17.41 per hour effective October 18, 2023

**HORIZONTAL MOVEMENTS**

Acknowledged 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

**UNCOMPENSATED LEAVE**

Approved the following uncompensated leave requests:

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

**RETIREMENT**

Accepted the following retirement:

Ricky Muffley	Custodian	Effective December 30, 2023
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**SUBSTITUTES**

Approved Bethany Long as Substitute Teacher at a daily rate of \$110.00 effective October 18, 2023

Approved 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

**CLUB ADVISOR**

Approved 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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**SPRING COACHES**

Approved 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	--

**COACHES**

Approved 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 Reph	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	--

**RESIGNATIONS**

Accepted 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

**WINTER EVENT WORKERS**

Approved 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		

**GEORGE’S BUS**

Approved 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

**TUITION REIMBURSEMENTS**

Approved tuition reimbursements

**FIELD TRIPS**

Approved 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

Approved 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

**CONFERENCES**

Approved 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

Approved 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

Approved 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

**PSBA CONTRACT FOR PROF. SERVICES**

Approved the Pennsylvania School Boards Association contract for professional services in the amount of \$1,600.00

**1<sup>ST</sup> READINGS POLICIES 101—106-107-108-109-110-111-126-127-130-226-702-830-830.1**

Approved the first reading of the following policies:

- 1) Policy #101 Mission Statement/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

**1<sup>ST</sup> READINGS TO REPEAL POLICIES 109-120**

Approved the first reading to repeal the following policies:

- 1) Policy #109.2 Library Collections
- 2) Policy #120 Human Development Program

**END OF CONSENT AGENDA**

**REIMBURSEMENT  
BORLAND-INTL.  
TRAVELERS  
CLUB**

Director King moved, seconded by Director Snyder, to approve the Reimbursement Agreement between Palmerton Area School District and Craig Borland.

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

**INTERNATIONAL  
TRAVELERS  
CLUB TRIP-JUNE  
2025**

Director Larvey moved, seconded by Director Haas, 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.

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

**PUBLIC PARTICIPATION:**

- Kris Schaible – stated her intentions for running for the school board are to make wise, educated decisions which are best for all including the taxpayers and be committed to working for the common goals of the district; supports a girls’ wrestling team and the renovation of the weight room

**FOR THE GOOD OF THE ORDER:**

- Director Larvey asked for an executive session for a personnel matter and it was granted immediately following this meeting
- Director Mazepa asked for LCCC, CCTI, and CLIU to be present at a workshop early next year to present their budgets. Dr. Frankelli stated it has already been scheduled.
- Dr. Frankelli said the student artwork currently on display on the boardroom walls is courtesy of Mrs. Olock and students at Parkside; hope to have a rotating collection on display and possibly some permanent pieces as well

**ADJOURNMENT**

Director Haas moved, seconded by Director King, to adjourn the meeting at 6:15 p.m.

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

Respectfully submitted,

Jacqueline McCandless  
Board Secretary