

PALMERTON AREA SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS
Tuesday, February 20, 2024
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. Krawchuk	Mr. Mazepa	Mrs. Paules
Mr. Paules	Ms. Schaible	Ms. Snyder	Dr. Frankelli	Mr. Kish	Atty. Lochinger

3. STUDENT REPORT:

4. SUPERINTENDENT’S REPORT:

5. BUSINESS MANAGER’S REPORT:

6. BOARD MEMBER REPORTS:

7. OLD BUSINESS:

- A. Weight room renovation
- B. Feasibility study

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 January 23, 2024.

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 the Board of School Directors to approve the 2024-2025 General Operating Budget of the Carbon Lehigh Intermediate Unit #21 for the fiscal year July 1, 2024 to June 30, 2025 (enclosure).

Motion by: _____ Seconded by: _____
 Vote: Yes _____ No _____ Absent _____ Abstentions _____

- B. Motion for the Board of School Directors to approve the Lehigh Carbon Community College Operating Budget, Debt Service/Leases, and Capital Budget for the fiscal year 2024-2025

(enclosure).

Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

12. OTHER:

- A. Motion for the Board of School Directors to approve the Memorandum of Understanding with the Palmerton Area Education Support Professionals Association (enclosure).

Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

- B. Motion for the Board of School Directors to retroactively accept the resignation of Earl Paules as the CCTI Representative to the Joint Operating Committee effective February 15, 2024 (enclosure).

Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

- C. Motion for the Board of School Directors to retroactively accept the resignation of Danielle Paules as the CCTI Alternate Representative to the Joint Operating Committee effective February 15, 2024 (enclosure).

Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

13. APPOINTMENTS:

- A. CCTI Representative to the Joint Operating Committee for the completion of the unexpired 3-year term through December 2024
- B. CCTI Alternate Representative to the Joint Operating Committee for the completion of the unexpired 1-year term through December 2024

14. PUBLIC PARTICIPATION:

15. FOR THE GOOD OF THE ORDER:

16. ADJOURNMENT:

Motion by: _____ Seconded by: _____
Vote: Yes _____ No _____ Absent _____ Abstentions _____

PALMERTON AREA SCHOOL DISTRICT
CONSENT AGENDA
Tuesday, February 20, 2024

1. FISCAL:

- A. Approve Accounts Payable Reports (enclosures)
- B. Approve Treasurer’s Reports (enclosures)
- C. Approve Budget Transfers (enclosures)
- D. Accept the Single Audit Report dated fiscal year ended June 30, 2023 as presented by Gorman & Associates, P.C. (enclosure)
- E. Approve the three-year agreement with Gorman and Associates, P.C., for audit services at the following rates:

	2023-2024	2024-2025	2025-2026
Audit Fee	\$23,500	\$24,750	\$26,000
Single Audit Fee	\$3,700	\$3,900	\$4,100
AFR Fee	\$1,500	\$1,500	\$1,500
Hourly Rate for Additional Services	\$100	\$105	\$110

- F. Approve to exonerate the following current tax collectors from the collection of the 2023-2024 school year delinquent per capita taxes effective January 1, 2024 (enclosure):

Bowmanstown Borough	Maria Smith	\$ 1,810.00
Lower Towamensing Township	Maxine Scherer	\$ 6,330.00
Palmerton Borough	Lisa Nemeth	\$12,930.00
Towamensing Township	Nicole Strausberger	\$ 7,830.00

- G. Approve the per capita tax exoneration list (enclosure)

2. PERSONNEL:

- A. Approve Kayla Masington as Part-Time (.4) Elementary Guidance Counselor Long-Term Substitute at Bachelor’s +24, Step 1, at an annual salary of \$48,243.00 prorated effective upon receipt of emergency certification
- B. Approve Tracey George as Part-Time Flex Custodian at a rate of \$12.87 per hour effective February 21, 2024
- C. Acknowledge the following horizontal movement effective the second semester of the 2023-2024 school year:

Kimberly Seiler	From Master’s +45 to Master’s +60
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- D. Approve the following uncompensated leave request:

Employee #2016	April 11, 2024 (1/2 day)
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E. Approve the following for Family & Medical Leave:

Employee #281	Effective from March 18, 2024 until released by physician
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F. Approve retroactively the following Mentor for the remainder of the 2023-2024 school year:

Tyler Svetik	for Kendra Smiley	\$1,490.00 prorated effective February 1, 2024
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G. Approve the following Coaches for the remainder of the 2023-2024 school year effective February 21, 2024:

Phillip Acker	Softball Assistant Coach (MS)	\$2,771.00 prorated
Craig Marlatt	Softball Volunteer Assistant Coach	--
John Schaible	Track Volunteer Assistant Coach	--

H. Approve the following as Spring Event Workers at a rate of \$23.00 per event effective February 21, 2023:

Pamela Andrews	Travis Fink	Vicki McHugh	Christine Rodrigues
Kelly Beblavy	Edward Hedes	Margaret Morgan	Lauren Salerno
Craig Borland	Kelly Heinrich	Michael Noyola	Kimberly Seiler
Amber Cohen	Michael J. Horvath	Christine Owens	Holly Sell
Jessica Cohen	John Hrebik	Jonathan Perloni	Thomas Smelas
Julia Dougherty	Alexander Knoll	Joshua Rake	David Smith
Robert Falkenstein	Matthew Kosciolk	Andrew Remsing	Brian Stevko
			Denise Strohl

I. Approve tuition reimbursements (enclosure)

3. OTHER:

A. Approve the 2024-2025 Program of Studies for the Palmerton Area High School (enclosure)

B. Approve the following conferences (enclosures):

Christina Bravo	PREPaRE Training: Comprehensive School Safety Planning, East Stroudsburg, PA	March 18, 2024	Estimated cost of \$80.82
Christina Bravo	PREPaRE Training: Mental Health Crisis Interventions, East Stroudsburg, PA	March 19, 2024 and March 20, 2024	Estimated cost of \$121.64
Mary Kay Writer	Train-the-Trainer: Best Strategies to Improve Executive Function Skills, (online)	March 7, 2024 and March 8, 2024	Estimated cost of \$645.00
Jamie Schuler	PA Department of Education Data Summit, Hershey, PA	March 10, 2024 through March 13, 2024	Estimated cost of \$1,011.56

C. Approve the field trip request to attend the 2024 PA Poetry Out Loud State Finals in Harrisburg, PA on March 3-4, 2024 with hotel costs fully funded by the PA Council on the Arts (enclosure)

D. Approve the first reading of the following policy (enclosure):

- 1) Policy #005 Organization