

PALMERTON AREA SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS

Tuesday, March 19, 2024

Parkside Boardroom, 680 Fourth Street, Palmerton, PA

All public meetings are being video recorded and livestreamed via Facebook for the purpose of public broadcast.

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		Mrs. 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. Athletic fields
- B. S.S. Palmer Elementary renovation
- C. Frontline application system
- D. Board committees

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 February 6, 2024 and February 20, 2024 (enclosures).

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 award the General Construction bid for the S.S. Palmer Elementary School renovation project to RC Construction Associates, Inc., Nazareth, PA, at a cost of \$782,015.00 (enclosure).

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

- B. Motion for the Board of School Directors to award the HVAC Construction bid for the S.S. Palmer Elementary School project to JBM Mechanical Inc., Nazareth, PA, at a cost of \$413,000.00 (enclosure).

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

- C. Motion for the Board of School Directors to award the Plumbing Construction bid for the S.S. Palmer Elementary School project to JBM Mechanical Inc., Nazareth, PA, at a cost of \$53,000.00 (enclosure).

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

- D. Motion for the Board of School Directors to award the bid for the S.S. Palmer Elementary School ADA access ramp project to LB Construction Enterprises, Spring House, PA, at a cost of \$148,000.00 for the base bid, plus Alternate #1 at a cost of \$16,500.00 for a grand total of \$164,500.00 (enclosure).

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

- E. Motion for the Board of School Directors to accept the Crabtree, Rohrbaugh & Associates proposal for the design, bidding, and construction administration for the S.S. Palmer Elementary School roof replacement project at a cost of \$28,500.00 (enclosure).

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

- F. Motion for the Board of School Directors to award the General Construction bid for the high school weight room renovation project to NorthEast Construction Management Group, Lehigh PA, at a cost of \$339,363.00 for the base bid, plus Alternate #1 at a cost of \$2,091.00 and Alternate #2B at a cost of \$577.00 for a grand total of \$342,031.00 (enclosure).

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

- G. Motion for the Board of School Directors to award the Plumbing Construction bid for the high school weight room renovation project to KC Mechanical, Inc., Mt. Bethel, PA, at a cost of \$224,000.00 for the base bid, including Alternate #1 at a reduction cost of \$10,100.00 for a grand total of \$213,900.00 (enclosure).

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

- H. Motion for the Board of School Directors to award the Electrical Construction bid for the high school weight room renovation project to West Side Hammer Electric, Bethlehem, PA, at a cost of \$52,175.00 for the base bid, plus Alternate #1 at a cost of \$5,825.00 for a grand total of \$58,000.00 (enclosure).

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

- I. Motion for the Board of School Directors to approve the Weight Room Equipment Relocation Agreement with NorthEast Construction Management Group, Lehigh, PA, at a cost not to exceed \$8,558.00 (enclosure).

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

- J. Motion for the Board of School Directors to approve the purchase of one (1) water heater from RJ Walker, Lehigh, PA, for the high school weight room renovation project at a cost not to exceed \$9,269.81 (enclosure).

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

12. PERSONNEL:

- A. Motion for the Board of School Directors to approve Karissa Belcher as the Director of Human Resources at an annual salary of \$85,000.00 prorated effective May 6, 2024 pursuant to the terms and conditions set forth in a contract negotiated between Ms. Belcher and the Palmerton Area Board of School Directors (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, March 19, 2024

1. FISCAL:

- A. Approve Accounts Payable Reports (enclosures)
- B. Approve Treasurer’s Reports (enclosures)
- C. Approve Budget Transfers (enclosures)
- D. Approve the 2024-2025 Central Susquehanna Intermediate Unit (CSIU) Computer Service eService Rates Agreement based on student enrollment (enclosure)
- E. Accept the correction of the following two current tax collectors’ names from the collection of the 2023-2024 school year delinquent per capita taxes effective January 1, 2024:

Palmerton Borough	Raquel Lutton	\$12,930.00
Towamensing Township	Susan Marques	\$ 7,830.00

- F. Approve the DJ event services agreement with Lehigh Valley Events & Productions, LLC, for the Class of 2024 Senior Prom on May 3, 2024, in the amount of \$1,200.00 (enclosure)
- G. Approve the contract with Twin Lakes, Allentown, PA, for the Class of 2025 Senior Prom on May 2, 2025 (enclosure)
- H. Accept the following donation:

Bowmanstown Area Residents Connected	to the FBLA Activity Club	\$50.00
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2. PERSONNEL:

- A. Approve Benjamin Wysocki as Long-Term Substitute Special Teacher, Life Skills at the High School, at Bachelor’s +24, Step 1, at an annual salary of \$48,243 prorated for the remainder of the 2023-2024 school year effective upon receipt of emergency certification
- B. Acknowledge the following horizontal movement effective the second semester of the 2023-2024 school year:

Tanya Hess	From Master’s to Master’s +15
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- C. Approve the following uncompensated leave requests:

Employee #129	May 20, 2024 ½ day; May 28, 2024 ½ day
Employee #158	Retroactively March 6, 2024 and March 7, 2024
Employee #311	April 23, 2024 and April 24, 2024
Employee #496	Retroactively February 26, 2024 ½ day; February 27, 2024
Employee #570	Retroactively February 22, 2024 and February 23, 2024, February 26, 2024 through March 1, 2024; March 20, 2024; April 12, 2024; May 2, 2024; May 7, 2024

Employee #635	April 24, 2024 through April 26, 2024; April 29, 2024
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D. Approve the following for Family & Medical Leave:

Employee #106	Retroactively effective from February 16, 2024 through March 18, 2024
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E. Approve the following Coach for the remainder of the 2023-2024 school year effective March 20, 2024:

Megan Green	Softball Volunteer Assistant Coach	--
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F. Approve Staci Hillegass as Palmerton Area Music Parents' Association (PAMPA) Volunteer Chaperone for the remainder of the 2023-2024 school year effective March 20, 2024

G. Approve the following Fall Coaches for the 2024-2025 school year:

FOOTBALL:		
Christopher Walkowiak	Head Coach	\$6,480
Mark Versuk	Assistant Coach	\$4,242
Michael Falcone	Assistant Coach	\$4,242
Freddie Leshner	Assistant Coach	\$4,242
Logan Leshner	Assistant Coach	\$4,242
Christopher Frace	Assistant Coach (MS)	\$4,242
Shawn Leadbetter	Assistant Coach (1/4)	\$1,061
Andrew Sabo	Assistant Coach (1/4)	\$1,061
James Hunsicker	Volunteer Assistant Coach	--
CROSS COUNTRY:		
Michael J. Horvath	Head Coach	\$4,261
Michael Noyola	Assistant Coach	\$2,798
FIELD HOCKEY:		
Megan Leadbetter	Head Coach	\$4,261
Jillian Frank	Assistant Coach (MS)	\$2,798
Tara Frantz	Volunteer Assistant Coach	--
Lauren Salerno	Volunteer Assistant Coach	--
SOCCER-BOYS:		
Antonio Orlando	Head Coach	\$4,261
William Hansen	Assistant Coach	\$2,798
Michael Hansen	Volunteer Assistant Coach	--
SOCCER-GIRLS:		
Jonathan Perloni	Head Coach	\$4,261
Connor Russo	Assistant Coach	\$2,798
GOLF:		
Alexander Knoll	Co-Head Coach	\$1,281
Joseph Trimmel	Co-Head Coach	\$1,281

<i>VOLLEYBALL:</i>		
Savannah Mickel	Head Coach	\$4,261
Brittany Brice	Volunteer Assistant Coach	--

H. Approve the following Substitutes effective March 20, 2024:

Meghan Miller-Brown	Substitute Teacher	\$110.00 per day
Syndie Christman	Substitute Teacher	\$110.00 per day
William Schwartz	Substitute Teacher	\$110.00 per day
Nicole Smith	Substitute Secretary	\$10.00 per hour
Charles Young	Substitute Custodian	\$10.00 per hour

I. Remove the following from the current substitution lists effective March 20, 2024:

Steven Semmel	Substitute Teacher
Arissa Snyder	Substitute Nurse

J. Approve tuition reimbursements (enclosure)

3. OTHER:

- A. Approve the Carbon Lehigh Intermediate Unit #21 Intergovernmental Agreement for Special Education Services for the 2024-2025 school year (enclosure)
- B. Approve the Notice of Adoption of Approved LEA Policies, Procedures, and Use of Funds by School District from Carbon Lehigh Intermediate Unit #21 (enclosure)
- C. Approve the Linkage Agreement with the Carbon Lehigh Intermediate Unit #21 (enclosure)
- D. Approve the Therapy Services Agreement Addendum with Pediatric Therapeutic Services, Inc., for nursing services for the remainder of the school year effective March 19, 2024 through June 30, 2024 (enclosure)
- E. Approve the Affiliation Agreement with East Stroudsburg University’s College of Education effective March 20, 2024 through March 19, 2029 (enclosure)
- F. Approve the following conference (enclosure):

Joseph Faenza	PASBO Construction Project Management Symposium, Berks IU, Reading, PA	April 10, 2024	Estimated cost of \$191.00
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- G. Approve the first reading of the following policies (enclosures):
 - 1) Policy #006.2 Broadcasting Board Meetings
 - 2) Policy #237 Electronic Devices
 - 3) Policy #815 Acceptable Use of Internet, Computers & Network Resources
 - 4) Policy #815.1 Use of Livestream Video on School District Property
- H. Approve the second reading and adoption of the following policy (enclosure):
 - 1) Policy #005 Organization