

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, June 18, 2024

BOARD MEETING MINUTES

An executive session was held Wednesday, June 12, 2024 concerning personnel matters and again today after the regular board meeting concerning safety and security 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, June 18, 2024, and called to order at 5:30 p.m. President Haas presided. The meeting was viewable via livestream on the district’s Facebook page.

Pledge of Allegiance

ROLL CALL

Present: Directors Connell, Haas, King, Krawchuk, Mazepa, Danielle Paules, Earl Paules, Schaible, and Snyder

OTHER ATTENDANCE

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

SUPERINTENDENT’S REPORT:

- Congratulations to the Class of 2024 and thank you to Mrs. Husar, Mr. Sodl, and to all who made the ceremony happen
- Thanked Mr. Kish and Ms. Schuler for their help with the compliance monitoring last week which was time consuming
- The Health & Safety Plan will be reviewed for the last time and voted upon tonight; expires at end of September 2024
- Fully supports addition of elementary teacher which Ms. Schuler will talk about tonight

BUSINESS MANAGER’S REPORT:

- Voting on the final budget tonight without knowing how much state revenue to expect or when; for budget tonight, there is no additional state money; built with a 1 mill increase with a projected deficit of \$490k. With a zero-tax increase, deficit jumps to around \$790k. Budget also includes the addition of a wrestling coach and a 6th grade teacher
- Tonight is Dr. Frankelli’s final board meeting, and the administration wishes her best of luck on her new adventure. Last week, along with Dr. Frankelli and Ms. Schuler, we spent a lot of time with federal grant monitors who put us through the ringer with their audit. Although we received praise from these monitors, it’s not how you would want to spend your last week in the district

BOARD MEMBER REPORTS:

- Director Schaible – Facilities:
 - Palmer project is progressing; flagpole was removed from roof; inside and outside of renovation is going on as scheduled
 - Weight room concrete poured last week; block walls being delivered tomorrow
- Director King – Technology:
 - Thanked Mr. Heaney for adding postings quickly to Facebook and website. Director Haas stated she appreciates the survey being posted and thanked Mr. Heaney.
- Director Haas – CLIU/Library:
 - *IU*: celebrated graduates, however, no district grads this year
 - *Library*: check website for events; next week is Fantastic Fantasy; continue to support library; more information on a fundraiser cruise for next year

| | |
|-------------------------------------|--|
| | <p>OLD BUSINESS:</p> <ul style="list-style-type: none"> • <i>Wrestling field trip-December 2024:</i> Coach Justin Petersen recognized student, Gretchen Schaible, with the Outstanding Senior Award for a wrestler; Mr. Petersen stated the field trip to Orlando in December 2024 dates have changed to December 19-23, 2024 and requested the \$500 registration fee to be paid by the district which was not originally listed on the request. The revised field trip is on the main voting agenda this evening. • <i>Additional teacher:</i> Ms. Jamie Schuler spoke about the request for an additional teacher at Towamensing Elementary to address enrollment in 6th grade; explained process of looking at staffing needs that is done every year after Kindergarten registration is complete; the numbers for 2024-2025 support the addition of a 6th grade teacher; also explained tenure process and how it impacts moving of positions in future. Mr. Kish confirmed the new teacher cost is calculated in the 2024-2025 budget. • <i>Superintendent search survey:</i> Director Haas thanked Director Krawchuk for getting the survey done and out to the district and community. Ms. Krawchuk stated there were 284 submissions and she will be sharing the results with the Board. <p>PUBLIC PARTICIPATION:</p> <ul style="list-style-type: none"> • None |
| <p>MEETING MINUTES</p> | <p>Director Connell moved, seconded by Director Mazepa, to approve the board meeting minutes from May 7, 2024 and May 21, 2024.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> |
| <p>CONSENT AGENDA</p> | <p>Director Krawchuk moved, seconded by Director Connell, to approve from the consent agenda.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> |
| <p>FISCAL REPORTS</p> | <p>CONSENT AGENDA:</p> <p>Approved Accounts Payable Reports</p> |
| <p>BUDGET TRANSFERS</p> | <p>Approved Treasurer’s Reports</p> <p>Approved Budget Transfers</p> |
| <p>JUNE ACCOUNTS PAYABLE</p> | <p>Approved all budget transfers for the fiscal year ending June 30, 2024 in order to comply with audit requirements. The Board will be provided an itemized listing of all required budget transfers upon completion of the 2023-2024 audit.</p> <p>Approved the Superintendent and Business Manager to make and release payments for the remaining June accounts payable</p> |
| <p>DISTRICT DEPOSITORIES</p> | <p>Appointed First Northern Bank & Trust, Pennsylvania Local Government Investment Trust (PLGIT) and PA School District Liquid Asset Fund (PASDLAF) as district depositories for the 2024-2025 school year</p> |
| <p>GENERAL FUND TRANSFER</p> | <p>Approved a General Fund transfer in the amount of \$500,000.00 to the Capital Reserve Fund</p> |
| <p>TAX DUPLICATES</p> | <p>Granted permission to release the 2024 Tax Duplicates to the respective tax collectors for the fiscal year beginning July 1, 2024</p> |

**REAL ESTATE TAX
PAYMENT PLAN**

Approved resolution #6.18.24 per the Real Estate Tax Universal Installment Payment Plan (enclosure)

**PALMER RENO
CHANGE ORDER
CLARIFICATION**

Rescinded the June 3, 2024 motion of accepting retroactively Change Order #1 from Crabtree, Rohrbaugh & Associates and retroactively approving the motion accepting retroactively Change Order #1 from JBM Mechanical to provide dehumidification sequence and control as annotated on the control drawings submittal and associated RFI's for the S. S. Palmer Elementary renovation project in the amount of \$4,311.80

**HOMESTEAD/
FARMSTEAD
RESOLUTION**

Approved the 2024-2025 Homestead and Farmstead Exclusion Resolution

**BREAKFAST/
LUNCH PRICES
2024-2025**

Approved the following breakfast and lunch prices for the 2024-2025 school year as mandated by Section 205 of the Healthy, Hunger-Free Kids Act of 2010:

| | | | |
|----------------------|--------|------------------|--------|
| Elementary Breakfast | \$1.30 | Elementary Lunch | \$2.95 |
| Secondary Breakfast | \$1.40 | Secondary Lunch | \$3.05 |
| Adult Breakfast | \$2.25 | Adult Lunch | \$4.25 |
| Milk | \$.55 | | |

**WORKERS COMP
COVERAGE**

Approved the 2024-2025 workers compensation coverage through CM Regent Insurance Company at a cost of \$64,161.00 compared to an expiring premium of \$60,892.00

**STUDENT
ACCIDENT &
VOLUNTARY
COVERAGES**

Approved the 2024-2025 student accident coverage through Axis Insurance Company at a cost of \$38,641.00 compared to an expiring premium of \$38,541.00.

Approved the 2024-2025 voluntary student accident coverage through Axis Insurance Company for the period of August 1, 2024 to July 31, 2025

**BONDING FOR
2024-2025**

Approved the following bonding amounts for the 2024-2025 fiscal year:

| | | | |
|----------------------|-----------|-----------------------|-----------|
| Board President | \$100,000 | Superintendent | \$100,000 |
| Board Vice President | \$100,000 | Business Manager | \$100,000 |
| Board Secretary | \$100,000 | Forgery or Alteration | \$100,000 |
| Board Treasurer | \$100,000 | Employee Theft | \$ 5,000 |

**NETWORK
ENGINEER**

Approved Nicholas Goldberg as Network Engineer at an annual salary of \$56,650.00 prorated effective June 19, 2024

FSW

Approved Cindy Zmarzley as Food Service Worker at the hourly rate of \$16.38 effective August 27, 2024

IA

Approved Stephanie Blees as Instructional Assistant at the hourly rate of \$18.28 effective August 27, 2024

TENURE

Approved tenure status for the following Teachers who have attained three (3) years of satisfactory performance ratings in the district:

| | |
|---------------------|----------------|
| Morgan Hesse | Angela Rivera |
| Christine McCarroll | Joseph Trimmel |
| Alexander Orr | Chelsea Wyant |

**UNCOMPENSATED
LEAVE**

Approved the following uncompensated leave request:

| | |
|---------------|--|
| Employee #672 | September 3, 2024 through approximately November 1, 2024 |
|---------------|--|

SUMMER FEEDING PROGRAM

Approved the following Food Service Workers for the summer feeding program at the contractual hourly rate per the PAESPA Agreement effective July 8, 2024 through August 1, 2024:

| | |
|----------------|--------------|
| Linda Duyka | Penny Keen |
| Diane Gebhard | Wendy Magner |
| Kristie George | |

CLUB ADVISORS

Approved the following Club Advisors at S.S. Palmer/Parkside Elementary for the 2024-2025 school year:

| | | |
|------------------|--------------------------|------------|
| Isabelle Beedle | Chorus | \$1,601.00 |
| Kimberly Nenscel | Computer Co-Advisor | \$ 405.50 |
| Alexander Orr | Computer Co-Advisor | \$ 405.50 |
| Elizabeth Karb | Environmental Co-Advisor | \$ 616.50 |
| Kimberly Nenscel | Environmental Co-Advisor | \$ 616.50 |
| Alexander Orr | Newspaper | \$1,035.00 |
| Elizabeth Karb | Student Council | \$ 811.00 |
| Tanya Hess | Safety Patrol | \$ 811.00 |
| Bronwyn Cseh | Safety Patrol | \$ 811.00 |
| Pamela Andrews | Yearbook | \$ 811.00 |

Approved the following Club Advisors at Towamensing Elementary for the 2024-2025 school year:

| | | |
|-----------------|---------------------|------------|
| Natalie Madeira | Chorus | \$1,601.00 |
| William Zeky | Computer | \$ 811.00 |
| Kathryn Malay | Environmental | \$1,233.00 |
| Kelly Beblavy | Safety Patrol | \$ 811.00 |
| Lisa Ward | Safety Patrol | \$ 811.00 |
| Jodi Kocher | Student Council | \$ 811.00 |
| Trisha Green | Yearbook Co-Advisor | \$ 405.50 |
| Krystle Meglio | Yearbook Co-Advisor | \$ 405.50 |

Approved the following Club Advisors at the Junior High School for the 2024-2025 school year:

| | | |
|-----------------|----------------------|------------|
| Melissa Hoffman | ACE Co-Advisor | \$ 413.00 |
| Sarah Smith | ACE Co-Advisor | \$ 413.00 |
| Laura Reichard | Band | \$1,601.00 |
| Laura Reichard | Chorus | \$1,601.00 |
| Brian Stevko | Newspaper Co-Advisor | \$1,012.00 |
| Kathryn Zurn | Newspaper Co-Advisor | \$1,012.00 |
| Brad Landis | Yearbook Co-Advisor | \$1,012.00 |
| Amy Morgan | Yearbook Co-Advisor | \$1,012.00 |

Approved the following Club Advisors at the High School for the 2024-2025 school year:

| | | |
|---------------------|---|------------|
| Vicki McHugh | Aevidum | \$1,233.00 |
| Miranda Allen | Art Co-Advisor | \$ 990.50 |
| Brianna Keiser | Art Co-Advisor | \$ 990.50 |
| Katherine Baumgardt | Book | -- |
| Kristen Perdew | Buddies | -- |
| Theresa Hall | Chorus | \$2,214.00 |
| Matthew Blanchard | Concert Band | \$2,214.00 |
| William Marks II | Drama-Fall <i>*pending clearances</i> | \$1,800.00 |
| William Marks II | Drama-Spring <i>*pending clearances</i> | \$1,800.00 |

| | | |
|-----------------------|------------------------------------|------------|
| Michael Gombert | Environmental Co-Advisor | \$ 616.50 |
| Paul McArdle | Environmental Co-Advisor | \$ 616.50 |
| Jennifer Danzeisen | FBLA Co-Advisor | \$ 616.50 |
| Kerry Palumbo | FBLA Co-Advisor | \$ 616.50 |
| Brent Harris | Film | -- |
| Miranda Allen | Freshman Class of 2028 | \$1,438.00 |
| Julia Dougherty | Games | -- |
| Christopher Walkowiak | Gridiron | -- |
| Craig Borland | International Travelers | -- |
| Matthew Blanchard | Jazz Band | \$2,214.00 |
| Christine McCarroll | Junior Class of 2026 | \$1,438.00 |
| Matthew Blanchard | Marching Band | \$4,859.00 |
| Audrey Hoffman | Marching Band Assistant | \$2,680.00 |
| Jennifer Danzeisen | Mock Trial | \$1,233.00 |
| Jeana Baumgardt | National Honor Society | \$2,058.00 |
| Katherine Baumgardt | Newspaper (Avenger) | \$4,049.00 |
| Miranda Allen | PAAC | \$ 826.00 |
| Alexander Knoll | PYEA | \$1,233.00 |
| Sage Nalesnik | SADD | \$ 826.00 |
| Alexander Knoll | Scholastic Scrimmage | \$1,030.00 |
| Craig Borland | Senior Class of 2025 | \$2,051.00 |
| Brandyn Miller | Social Media Co-Advisor | -- |
| Joshua Nenscel | Social Media Co-Advisor | -- |
| Travis Fink | Sophomore Class of 2027 Co-Advisor | \$ 719.00 |
| Tammy Muniz | Sophomore Class of 2027 Co-Advisor | \$ 719.00 |
| Susan Dellicker | Souled Out | -- |
| Rhianna Rivera | Student Council Advisor | \$2,051.00 |
| Brandyn Miller | Video | -- |
| Brianna Keiser | Yearbook Co-Advisor | \$2,024.50 |
| Brandyn Miller | Yearbook Co-Advisor | \$2,024.50 |

CAC REPS

Approved the following Curriculum Advisory Council (CAC) representatives at S.S. Palmer/Parkside Elementary for the 2024-2025 school year:

| | | |
|-----------------------------|----------------|------------|
| Katherine Gilmartin Palazzo | Grades K and 1 | \$1,809.00 |
| Valerie Hunsicker | Grades 2 and 3 | \$1,809.00 |
| Meghan Barclay | Grade 4 | \$1,809.00 |
| Deanna Iles | Grade 5 | \$1,809.00 |
| Monique Hofford | Grade 6 | \$1,809.00 |

Approved the following Curriculum Advisory Council (CAC) representatives at Towamensing Elementary for the 2024-2025 school year:

| | | |
|-----------------|----------------|------------|
| Brittany Zeky | Grades K and 1 | \$1,809.00 |
| Kathryn Malay | Grades 2 and 3 | \$1,809.00 |
| Susan Deem | Grade 4 | \$1,809.00 |
| Lisa Ward | Grade 5 | \$1,809.00 |
| Jaclyn Ivancich | Grade 6 | \$1,809.00 |

Approved the following Curriculum Advisory Council (CAC) representatives at the Junior High School for the 2024-2025 school year:

| | | |
|-------------|-------------------------|-----------|
| Brad Landis | Math/Science Co-Advisor | \$ 904.50 |
| Amy Morgan | Math/Science Co-Advisor | \$ 904.50 |

| | | |
|-----------------|----------------|------------|
| Kimberly Seiler | Social Studies | \$1,809.00 |
| Kathryn Zurn | English/LA | \$1,809.00 |

Approved the following Curriculum Advisory Council (CAC) representatives at the High School for the 2024-2025 school year:

| | | |
|--------------------|-----------------------------------|------------|
| Miranda Allen | Dept. Chair, Secondary Specialist | \$1,809.00 |
| Jennifer Danzeisen | Dept. Chair, Business Education | \$1,809.00 |
| Dawn Burke | Dept. Co-Chair, English | \$ 904.50 |
| Kerry Palumbo | Dept. Co-Chair, English | \$ 904.50 |
| Susan Dellicker | Dept. Chair, World Language | \$1,809.00 |
| Jeremy Coleman | Dept. Chair, Health/PE | \$1,809.00 |
| Tammy Muniz | Dept. Chair, Mathematics | \$1,809.00 |
| Jeanne Knepper | Dept. Chair, Science | \$1,809.00 |
| Michael Gombert | Dept. Co-Chair, Social Studies | \$ 904.50 |
| Paul McArdle | Dept. Co-Chair, Social Studies | \$ 904.50 |

COMPUTER COACHES

Approved the following Computer Coaches for the 2024-2025 school year:

| | | |
|-----------------|-------------|------------|
| Holly Sell | Parkside | \$1,882.00 |
| William Acierno | S.S. Palmer | \$1,882.00 |
| Tyler Svetik | S.S. Palmer | \$1,882.00 |
| Kelly Beblavy | Towamensing | \$1,882.00 |
| Krystle Meglio | Towamensing | \$1,882.00 |
| Brianna Carroll | Junior High | \$1,882.00 |
| Amy Morgan | Junior High | \$1,882.00 |
| Tammy Muniz | High School | \$1,882.00 |
| Justin Petersen | High School | \$1,882.00 |
| Andrew Remsing | High School | \$1,882.00 |

COACHES

Approved the following Coaches for the 2024-2025 school year effective June 19, 2024:

| | | |
|----------------|---|------------|
| Rhianna Rivera | Volleyball Assistant Coach | \$2,798.00 |
| Kevin Booth | Football Volunteer Assistant Coach | -- |
| Thomas Reabold | Girls' Basketball Volunteer Assistant Coach | -- |

SUBSTITUTES

Approved the following Substitutes effective June 19, 2024:

| | | |
|-----------------|------------------------------------|---------------------|
| Margaret Morgan | Substitute Teacher | \$110.00 daily rate |
| Margaret Morgan | Substitute Instructional Assistant | \$10.00 per hour |
| Brandy Welk | Substitute Teacher | \$110.00 daily rate |

TUITION REIMBURSEMENTS

Approved tuition reimbursements

BEFESA SETTLEMENT

Accepted the settlement of \$2,365,000 Market Value (491,920 Assessed Value) on Parcel ID Nos. 42A-47-B1ZCA; 42A-47-B1HRD; and 42A-47-B1 Leased 2, effective July 1, 2024, on Docket No. 2023-2449, Befesa Zinc US Inc. v. Carbon Co. BOAA et al

FACILITIES CONTRACTS

Approved the following facilities contracts for the 2024-2025 school year:

| | |
|----------------------|---|
| 1. ABE Laboratories | Domestic well water testing – Towamensing |
| 2. Brightly Software | Facility requests for use program – district wide |

| | | |
|-----|------------------------|---|
| 3. | George’s Sewer & Drain | Pump out septic system – Towamensing |
| 4. | Kistler O’Brien | Fire extinguishers & Ansul system testing – HS/JHS/Towamensing |
| 5. | Kleen Air Systems | Kitchen grease exhaust systems – HS/JHS/Towamensing |
| 6. | McClure Company | Boiler maintenance – district wide |
| 7. | Otis Elevator | Elevator maintenance & inspection – Parkside |
| 8. | Proasys | Heating/cooling water treatment – district wide |
| 9. | Security Service Co. | Security & fire alarm monitoring – S.S. Palmer/Towamensing |
| 10. | Seitz | Exterminator service – district wide |
| 11. | SSM Group | Asbestos inspection; asbestos awareness training – facility staff |
| 12. | Waste Management | Trash & recycling removal – district wide |

SENIOR CLASS OF 2024

Accepted the status that the designated members of the Senior Class of 2024 have completed the graduation requirements set forth by the Pennsylvania Department of Education and the Board of School Directors of the Palmerton Area School District

BUS CONTRACT 2024-2026

Approved the contract with Leon A. George II School Buses, Inc., for transportation of school students beginning July 1, 2024 through June 30, 2026

PREFERRED EAP

Approved the service agreement with Preferred EAP beginning July 1, 2024 through June 30, 2027

STUDENT ATHLETIC & COACHES HANDBOOKS

Approved the Student Athletic Handbook for the 2024-2025 school year

Approved the Coaches Handbook for the 2024-2025 school year

SEASON PASSES & TICKETS

Approved the athletic season passes and ticket prices for the 2024-2025 school year

PEDIATRIC THERAPUTIC SERVICES

Approved the therapy services agreement with Pediatric Therapeutic Services, Inc., from July 1, 2024 through June 30, 2025

BHA CONTRACT

Approved the contract for services with Behavioral Health Associates for the 2024-2025 school year

BAYADA NURSING

Approved the contract with Bayada Home Health Care, Inc., for in-school nursing services for the 2024-2025 school year

END OF CONSENT AGENDA

BUDGET 2024-2025

Director Snyder moved, seconded by Director King, to approve the Palmerton Area School District General Operating Budget for the 2024-2025 fiscal year with a real estate tax levy of 65.9150 mills (a 1.0 mill increase over 2023-2024) with budgetary expenditures of \$39,905,311.00. The Board also authorizes, as a part of the General Operating Budget adoption, the Section 679 Per Capita Tax of \$5.00: Act 511 Earned Income Tax of 1.00%; Act 511 Per Capita Tax of \$10.00: Act 511 Realty Transfer Tax of 1.00%; Local Services Tax of \$5.00. The Board reaffirms and reenacts all collection procedures that are applicable to the local service tax, Section 679 and 511 Per Capita tax, Act 511 Earned Income Tax, and Act 511 Realty transfer tax

Aye Votes: Directors Connell, Haas, King, Krawchuk, Mazepa, and Schaible.

Nay Votes: Directors Earl and Danielle Paules, and Snyder. Motion Carried.

INTERIM SUPER

Director Mazepa moved, seconded by Director Connell, to approve the agreement for Interim Superintendent with Ryan Kish effective July 6, 2024.

Aye Votes: All Directors Present.

Nay Votes: None. Motion Carried.

| | |
|---|---|
| PDE RESOLUTION FOR INTERIM SUPER | <p>Director Krawchuk moved, seconded by Director Danielle Paules to approve the resolution allowing the Interim Superintendent to use electronic signatures with the Pennsylvania Department of Education.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> |
| HSP | <p>Director Danielle Paules moved, seconded by Director King, to approve the last mandated Palmerton Area School District Health and Safety Plan which will expire on September 30, 2024.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> |
| WRESTLING FIELD TRIP | <p>Director Danielle Paules moved, seconded by Director Snyder, to approve the revised wrestling team field trip to Orlando, FL, on December 19, 2024 through December 23, 2024.</p> <p>Aye Votes: Directors Connell, Haas, King, Krawchuk, Mazepa, Earl Paules, Danielle Paules, and Schaible. Nay Votes: Director Mazepa. Motion Carried.</p> |
| <p>PUBLIC PARTICIPATION:</p> <ul style="list-style-type: none"> • Lori Nemeth – questioned when we will begin looking for a new superintendent <p>FOR THE GOOD OF THE ORDER:</p> <ul style="list-style-type: none"> • Director Haas stated there was an executive session held on June 12, 2024 and again after this meeting this evening for personnel and safety issues. • Director Mazepa thanked Dr. Frankelli for being our leader and that Allentown SD will benefit from her working there. Dr. Haas stated she guided us through COVID pandemic. • Director Snyder congratulated Nick Goldberg on his hiring; she has heard great things about him • Director Earl Paules recognized the student speakers at the graduation ceremony, Tyler Shollenberger and Cody Walkowiak, who gave impressive speeches. • Director Danielle Paules read an email from former student, Carly Schwenger, addressed to teacher, Ms. Ivancich, who thanked her for the impact she and Mr. Zeky had on her life by pushing her to be better in school and the accomplishments she has had since. | |
| ADJOURNMENT | <p>Director King moved, seconded by Director Danielle Paules, to adjourn the meeting at 6:35 p.m.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> <p>Respectfully submitted,</p> <p>Jacqueline McCandless Board Secretary</p> |