

**PALMERTON AREA SCHOOL DISTRICT**

Palmerton, PA

Tuesday, July 16, 2024

**BOARD MEETING MINUTES**

An executive session was held Tuesday, June 18, 2024 concerning personnel matters and today, July 16, 2024, 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, July 16, 2024, and called to order at 5:31 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, Danielle Paules, Earl Paules, and Schaible  
Absent: Directors Mazepa and Snyder

**OTHER ATTENDANCE**

Ryan Kish – Interim Superintendent and Business Manager, Jacqueline McCandless – Board Secretary, and David Conn– Solicitor

**SUPERINTENDENT/BUSINESS MANAGER REPORT:**

- The borough park looks great with the display of American flags; community volunteers as well as our football team assisted in putting up over 1,000 flags which will remain until next week for the dedication on July 20 of the new addition to the Veterans memorial honoring the 18 men from the county who lost their lives in Vietnam
- FBLA national leadership conference was held June 29-July 2nd in Orlando, FL. Our high school earned three spots at the national finals: Jalin Burns-3rd place in Hospitality & Event Management; Isabella Catania and Cassie Hager-7th place in Broadcast Journalism; and Karsten Rolappe-8th place in Business Ethics; chaperones were Jen Danzeisen and Brandyn Miller. Congratulations to all of them!
- ESY and Summer School started last week. Jamie Schuler, Demi Rohlfing, and Ralph Andrews have been present during the day; students look very happy as the staff is doing an excellent job. Student leaders are also coming in this week to help with leadership portfolios. Summer has been very busy at Parkside.
- State budget has passed; district will receive an additional \$213k in basic education funding, \$145k in special education funding, \$342k in Ready to Learn. There is some movement on charter school reform as we will receive a cyber charter reimbursement of \$196k from the state and a slight change in the calculation of cyber charter rate which will save the district an additional estimated \$111k. Also eligible for a school safety grant worth \$133k. All together this provides an estimated \$1.1 million additional funds. The problem still exists that our Board needs to make taxing decisions before we know what money we are receiving from the state.

**BOARD MEMBER REPORTS:**

- Director Krawchuk – CCTI: Class of 2024 future plans; administration reports given; appointed solicitor, treasurer, and secretary; student, Kyle Kuznicki, was gold medal winner as student machinist at SkillsUSA national competition
- Director Danielle Paules – PSBA:
  - Live webinar available on state budget; 4-part series starts tomorrow again on security and financial matters; cyber risks webinars available; state leadership conference is October 6-8 at Kalahari Resort
- Director Haas – CLIU/Library:
  - *Library*: summer reading program ongoing; dine and donate on Thursday at Covered Bridge Inn; fundraiser cruise to Canada set for October 5-12, 2024
  - *IU*: golf tournament fundraiser raised over \$15k; can share list of employers that hire IU students

**OLD BUSINESS:**

- *Weight room renovation update:* Mr. Joseph Faenza, Director of Facilities, stated the block walls are being constructed along with electrical, plumbing, and mechanical work and scheduled to be completed this week; received approval from structural engineer about removing a support beam and will receive specifications on how to re-support; double doors replaced and secured
- *S. S. Palmer renovation update:* Mr. Faenza said the construction of new walls along with mechanical, plumbing and electrical work is ongoing; hanging sheetrock; concrete poured for outside steps and ramp; no hazardous material detected on basement ceiling; weekly meetings in August; new flagpole replacement options being looked at
- *S. S. Palmer parking lot:* Mr. Faenza commented that a motion is on agenda this evening to approve designing and bidding; discussed whether to have the work done as soon as the S. S. Palmer renovation is done or wait until end of school year in June 2025; consensus was to postpone the approval until the wintertime and for the work to be done in June 2025 after school is out
- Director Earl Paules questioned the solicitor about the laws of the Right-To-Know process and its impact on the district
- Director Earl Paules asked for a reorganization meeting next month for the purpose of electing a new board president
- Director King questioned the status of feasibility study; Mr. Kish stated the community surveys will be going out soon
- Director Haas asked Mrs. Paula Husar, HS Principal, about the past efforts done in regard to getting charter school students back in the district

**PUBLIC PARTICIPATION:**

- Mary Farquhar – stated some children benefit from alternative education instead of traditional public school

**MEETING MINUTES**

Director Danielle Paules moved, seconded by Director Earl Paules, to approve the board meeting minutes from June 3, 2024 and June 18, 2024.

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

**CONSENT AGENDA**

Director King moved, seconded by Director Danielle Paules, to approve from the consent agenda.

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

**CONSENT AGENDA:**

**FISCAL REPORTS**

Approved Accounts Payable Reports

Approved Treasurer’s Reports

**BUDGET TRANSFERS**

Approved Budget Transfers

**DONATION**

Accepted retroactively the following donation effective June 30, 2024:

From the Class of 2023	To the General Fund	\$131.73
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**MATH COACH**

Approved Elizabeth Karb as Math Coach at S. S. Palmer/Parkside Elementary, at Master’s, Step 10, at an annual salary of \$61,222 effective August 13, 2024

<p><b>GUIDANCE COUNSELORS</b></p>	<p>Approved Kayla Masington as Elementary Guidance Counselor, at Master’s, Step 1, at an annual salary of \$51,612 effective August 13, 2024</p> <p>Approved Kevin Wertz as High School Guidance Counselor, at Master’s, Step 2, at an annual salary of \$52,612 effective August 13, 2024</p> <p>Approved Kaylee Wilson as Elementary Guidance Counselor, at Master’s, Step 1, at an annual salary of \$51,612 effective August 13, 2024</p>						
<p><b>LTS HS LIFE SKILLS</b></p>	<p>Approved Benjamin Wysocki as Long-Term Substitute High School Life Skills Teacher at Bachelor’s +24, Step 1, at an annual salary of \$50,222 prorated effective for the first semester of the 2024-2025 school year effective August 13, 2024</p>						
<p><b>ELEMENTARY TEACHER</b></p>	<p>Approved Cathy Eckman as Elementary Teacher at S. S. Palmer Elementary, at Bachelor’s, Step 3, at an annual salary of \$51,722 effective August 13, 2024</p>						
<p><b>UNCOMPENSATED LEAVE</b></p>	<p>Approved the following uncompensated leave request:</p> <table border="1" data-bbox="332 703 1404 745"> <tr> <td>Employee #634</td> <td>August 27, 2024 through December 12, 2024</td> </tr> </table>	Employee #634	August 27, 2024 through December 12, 2024				
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<p><b>FMLA</b></p>	<p>Approved the following for Family &amp; Medical Leave:</p> <table border="1" data-bbox="332 840 1502 882"> <tr> <td>Employee #483</td> <td>Effective from August 26, 2024 through approximately December 10, 2024</td> </tr> </table>	Employee #483	Effective from August 26, 2024 through approximately December 10, 2024				
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<p><b>IA HOURLY RATE CLARIFICATION</b></p>	<p>Approved the clarification of hourly rate for Stephanie Blee, Instructional Assistant, at \$22.82 per hour effective August 13, 2024</p>						
<p><b>COACH RESIGNATIONS &amp; HIRES</b></p>	<p>Accepted the following resignations effective July 17, 2024:</p> <table border="1" data-bbox="332 1081 1161 1165"> <tr> <td>Joshua Rake</td> <td>Wrestling Assistant Coach</td> </tr> <tr> <td>Jamie Tomsic</td> <td>Wrestling Volunteer Assistant Coach</td> </tr> </table>	Joshua Rake	Wrestling Assistant Coach	Jamie Tomsic	Wrestling Volunteer Assistant Coach		
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<p><b>TUITION REIMBURSEMENTS</b></p>	<p>Approved the following Coaches for the 2024-2025 school year effective July 17, 2024:</p> <table border="1" data-bbox="332 1260 1404 1344"> <tr> <td>Joshua Rake</td> <td>Girls’ Wrestling Head Coach</td> <td>\$6,480.00</td> </tr> <tr> <td>Jamie Tomsic</td> <td>Girls’ Wrestling Assistant Coach</td> <td>\$4,242.00</td> </tr> </table>	Joshua Rake	Girls’ Wrestling Head Coach	\$6,480.00	Jamie Tomsic	Girls’ Wrestling Assistant Coach	\$4,242.00
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<p><b>CROSSING GUARD</b></p>	<p>Approved tuition reimbursements</p> <p>Approved the Contracted Crossing Guard Employment Agreement with Rose Smith for the 2024-2025 school year</p>						
<p><b>KRE SECURITY</b></p>	<p>Approved the KRE Security, LLC, Athletic Security Services Agreement for the 2024-2025 school year</p> <p>Approved the KRE Security, LLC, District Security Services Agreement for the 2024-2025 school year</p>						
<p><b>CONFERENCE</b></p>	<p>Approved the following conference:</p> <table border="1" data-bbox="332 1785 1502 1921"> <tr> <td>Kris Schaible (Board Member)</td> <td>2024 PASA-PSBA School Leadership Conference, Kalahari Resorts &amp; Conventions, Pocono Manor, PA, October 6-7-8, 2024</td> <td>Estimated cost of \$666.99</td> </tr> </table>	Kris Schaible (Board Member)	2024 PASA-PSBA School Leadership Conference, Kalahari Resorts & Conventions, Pocono Manor, PA, October 6-7-8, 2024	Estimated cost of \$666.99			
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<b>POINT PARK U</b>	Approved the affiliation agreement with Point Park University beginning July 17, 2024 through July 16, 2029
<b>CMP D&amp;A</b>	Approved the letter of agreement with Carbon-Monroe-Pike Drug & Alcohol Commission, Inc., for the 2024-2025 school year in the amount of \$22,200.00
	<b>END OF CONSENT AGENDA</b>
<b>POSTPONE PALMER LOT PAVING</b>	<p>Director Krawchuk moved, seconded by Director Schaible to postpone indefinitely the authorization of Keystone Consulting Engineers, Inc., to proceed with the engineering design and bid package at an estimated amount of \$20,000 for the S. S. Palmer Elementary parking lot overlay project.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
<b>SCHOOL PSYCHOLOGIST</b>	<p>Director Schaible moved, seconded by Director Krawchuk, to approve Brynn Rosell as School Psychologist, as a Group Three employee per the Act 93 Memorandum of Understanding, at an annual salary of \$70,000 prorated effective July 17, 2024.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
	<p><b>PUBLIC PARTICIPATION:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p><b>FOR THE GOOD OF THE ORDER:</b></p> <ul style="list-style-type: none"> <li>• Director King welcomed all new hires this evening</li> <li>• Director Haas stated there will be an executive session held after this meeting this evening for legal and personnel matters.</li> <li>• 12 applicants for Superintendent so far; will meet on Friday to go through application packets to determine how many to be interviewed; initial interviews on August 7-9; public presentation August 23 in the HS auditorium; August 26 onsite visits to be scheduled</li> </ul>
<b>ADJOURNMENT</b>	<p>Director Schaible moved, seconded by Director Connell, to adjourn the meeting at 7:00 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>