

**PALMERTON AREA SCHOOL DISTRICT**  
**REORGANIZATION MEETING OF THE BOARD OF SCHOOL DIRECTORS**  
**Tuesday, December 3, 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:**

|             |               |            |               |            |                 |
|-------------|---------------|------------|---------------|------------|-----------------|
| Dr. Connell | Ms. Haas      | Ms. King   | Ms. Krawchuk  | Mr. Mazepa | Mrs. Paules     |
| Mr. Paules  | Mrs. Schiable | Ms. Snyder | Ms. Friebolin | Mr. Kish   | Atty. Lochinger |

**3. 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.

**4. ELECTION OF TEMPORARY PRESIDENT:**

It is recommended that the Board of School Directors nominate \_\_\_\_\_ as Temporary President and close the nominations.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**5. BOARD MEMBERSHIP LIST (enclosure)**

**6. ELECTIONS:**

A. President – One-Year Term

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to nominate \_\_\_\_\_ as President.

1) It is recommended that the Board of School Directors close the nominations for President.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

2) The vote for \_\_\_\_\_ for President for a one-year term.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

*Elected President takes charge of meeting.*

B. Vice President – One-Year Term

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to nominate \_\_\_\_\_ as Vice President.

1) It is recommended that the Board of School Directors close the nominations for Vice President.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

2) The vote for \_\_\_\_\_ for Vice President for a one-year term.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**7. APPOINTMENTS:**

- A. PSBA Liaison for a one-year term \_\_\_\_\_
- B. CCTI Representative to the Joint Operating Committee for a three-year term \_\_\_\_\_
- C. CCTI Alternate Representative to the Joint Operating Committee for a one-year term \_\_\_\_\_

**8. APPROVAL OF BOARD MEETING CALENDAR:**

It is recommended that the Board of School Directors approve the 2025 calendar of regular monthly meetings and workshop meetings as presented (enclosure).

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**9. PUBLIC PARTICIPATION:**

**10. FOR THE GOOD OF THE ORDER:**

**11. ADJOURNMENT:**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**PALMERTON AREA SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS**  
**Tuesday, December 3, 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 immediately following Reorganization Meeting**

**2. ROLL CALL:**

|             |               |            |               |            |                 |
|-------------|---------------|------------|---------------|------------|-----------------|
| Dr. Connell | Ms. Haas      | Ms. King   | Ms. Krawchuk  | Mr. Mazepa | Mrs. Paules     |
| Mr. Paules  | Mrs. Schaible | Ms. Snyder | Ms. Friebolin | Mr. Kish   | Atty. Lochinger |

**3. SUPERINTENDENT’S REPORT:**

**4. BUSINESS MANAGER’S REPORT:**

**5. BOARD MEMBER REPORTS:**

**6. OLD BUSINESS:**

**7. PUBLIC PARTICIPATION (POLICY #903):**

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**8. 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 \_\_\_\_\_

**9. FISCAL:**

A. Motion for the Board of School Directors adopt the 2025-2026 Act 1 Resolution stating that the Palmerton Area School District will not increase taxes by more than its 2025-2026 adjusted index of 5.4%, as determined by the Pennsylvania Department of Education (enclosure).

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**10. OTHER:**

A. Motion for the Board of School Directors to approve retroactively the fee agreement with Raffaele Puppio, LLP, of Media, PA for special counsel matters effective November 21, 2024 (enclosure).

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**11. PUBLIC PARTICIPATION:**

**12. FOR THE GOOD OF THE ORDER:**

**13. ADJOURNMENT:**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstentions \_\_\_\_\_

**PALMERTON AREA SCHOOL DISTRICT**  
**CONSENT AGENDA**  
**Tuesday, December 3, 2024**

**1. FISCAL:**

- A. Authorize the Superintendent and Business Manager to make and release payments for the remaining December accounts payable
- B. Accept the following donation:

|                                 |   |                             |
|---------------------------------|---|-----------------------------|
| From Towamensing Elementary PTO | To the general fund towards playground equipment purchased in August 2024 | In the amount of \$2,192.03 |
|---------------------------------|---|-----------------------------|

**2. PERSONNEL:**

- A. Accept retroactively the resignation of Ryan Kish as Interim Superintendent effective December 1, 2024
- B. Approve Rose Smith as Food Service Worker at the contractual hourly rate of \$16.38 effective December 4, 2024
- C. Acknowledge the following horizontal movement effective the second semester of the 2024-2025 school year:

|                 |                                   |
|-----------------|-----------------------------------|
| Monique Hofford | From Master's +30 to Master's +45 |
|-----------------|-----------------------------------|

- D. Approve the following for Family & Medical Leave:

|                |   |
|----------------|---|
| Employee #7775 | Effective from January 13, 2025 through approximately February 21, 2025 |
|----------------|---|

- E. Approve the following Coach for the remainder of the 2024-2025 school year effective December 4, 2024:

|                  |  |    |
|------------------|--|----|
| Gretchen McCarty | Girls' Wrestling Volunteer Assistant Coach | -- |
|------------------|--|----|

- F. Approve the following Substitutes effective December 4, 2024:

|                   |  |                     |
|-------------------|--|---------------------|
| Laura Filchner    | Substitute Teacher   | \$110.00 daily rate |
| Michael Adams     | Substitute Teacher   | \$110.00 daily rate |
| Holly Sutterfield | Substitute Instructional Assistant, Substitute Secretary, Substitute Food Service Worker | \$10.00 per hour    |

- G. Remove the following from the current substitute list effective December 4, 2024:

|              |                      |
|--------------|----------------------|
| Kelly Warner | Substitute Secretary |
|--------------|----------------------|

H. Accept the following resignation effective November 20, 2024:

|               |
|---------------|
| Samantha Haas |
|---------------|

|                         |
|-------------------------|
| Instructional Assistant |
|-------------------------|

**3. OTHER:**

- A. Approve the independent contractor agreement for a bilingual school psychologist with Susie A. Sepulveda beginning on December 4, 2024 through June 30, 2025 (enclosure)
- B. Approve the first reading to repeal the following policy:
  - 1) Policy #815.1 Social Media