

PALMERTON AREA SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS
Tuesday, June 17, 2025

High School Library, 3525 Fireline Road, Palmerton, PA

All public meetings are being video recorded and live streamed 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. Schaible	Ms. Snyder	Ms. Friebolin	Mr. Kish	Dr. Heaney
Atty. Lochinger					

3. SUPERINTENDENT’S REPORT:

4. ASSISTANT SUPERINTENDENTS’ REPORTS:

5. BOARD MEMBER REPORTS:

6. OLD BUSINESS:

A. CCTI

7. 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.

8. MEETING MINUTES:

A. Motion for the Board of School Directors to approve the board meeting minutes from May 6, 2025 and May 21, 2025 (enclosures).

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

9. 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 _____

10. FISCAL:

A. Motion for the Board of School Directors to approve the Palmerton Area School District General Operating Budget for the 2025-2026 fiscal year with a real estate tax levy of 65.9150 mills (a zero mill increase over 2024-2025) with budgetary expenditures of \$41,864,023. 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 (enclosure).

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

11. PERSONNEL:

A. Motion for the Board of School Directors to approve Joshua Nenscel in recognition of the additional administrative responsibilities of Dean of Students K-6 with an annual stipend of \$5,000.00 effective July 1, 2025.

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

B. Motion for the Board of School Directors to approve the transfer of the following professional employees in accordance with Board Policy 309, Assignment and Transfer, effective beginning for the 2025-2026 school year:

Joshua Nenscel, Dean of Students K-6	From High School to S. S. Palmer
Emily Turek, Grade 4	From Parkside to S. S. Palmer
Angela Rivera, Grade 1	From S. S. Palmer to Towamensing
Lindsey Armitage, Reading Specialist	From S. S. Palmer to Towamensing
Michelle Muffley, Library	From S. S. Palmer to Towamensing
Monique Hofford, Grade 5	From S. S. Palmer to Towamensing
Nikolai Millen, Grade 6	From S. S. Palmer to Towamensing
Kristen Heller, Library	From Towamensing to S. S. Palmer
Lindsay Serfass, Grade 3	From Towamensing to S. S. Palmer
Lisa Ward, Grade 6	From Towamensing to S. S. Palmer
Stacey Behler, Reading Specialist	From Towamensing to S. S. Palmer
William Zeky, STEM teacher	From Towamensing to Junior High School

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

12. PUBLIC PARTICIPATION:

13. FOR THE GOOD OF THE ORDER:

14. ADJOURNMENT:

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

PALMERTON AREA SCHOOL DISTRICT

CONSENT AGENDA

Tuesday, June 17, 2025

1. FISCAL:

- A. Approve accounts payable reports (enclosures)
- B. Approve treasurer's reports (enclosures)
- C. Approve budget transfers (enclosure)
- D. Approve all budget transfers for the fiscal year ending June 30, 2025 in order to comply with audit requirements. The Board will be provided an itemized listing of all required budget transfers upon completion of the 2024-2025 audit.
- E. Approve the Superintendent and Assistant Superintendent for Finance and Facilities to make and release payments for the remaining June accounts payable
- F. Appoint First Northern Bank & Trust, Pennsylvania Local Government Investment Trust (PLGIT) and PA School District Liquid Asset Fund (PASDLAF) as district depositories for the 2025-2026 school year
- G. Grant permission to release the 2025 Tax Duplicates to the respective tax collectors for the fiscal year beginning July 1, 2025
- H. Approve Resolution #6.17.25 per the Real Estate Tax Universal Installment Payment (enclosure)
- I. Approve the 2025-2026 Homestead and Farmstead Exclusion Resolution (enclosure)
- J. Approve the 2025-2026 workers compensation coverage through CM Regent Insurance Company at a cost of \$56,775.00 compared to an expiring premium of \$64,161.00 (enclosure)
- K. Approve the 2025-2026 student accident coverage through Axis Insurance Company at a cost of \$36,322.00 (enclosure)
- L. Approve the 2025-2026 voluntary student accident coverage through Axis Insurance Company for the period of August 1, 2025 to July 31, 2026
- M. Approve the following bonding amounts for the 2025-2026 fiscal year:

Board President	\$100,000	Superintendent	\$100,000
Board Vice President	\$100,000	Assistant Superintendent for Finance and Facilities	\$100,000
Board Secretary	\$100,000	Forgery or Alteration	\$100,000
Board Treasurer	\$100,000	Employee Theft	\$ 5,000

- N. Accept the following donation:

Bowmanstown Rod & Gun Club	To Fishing Club activity fund	\$500.00
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O. Approve tuition reimbursements (enclosure)

2. PERSONNEL:

A. Approve Amy Pedrosa Duarte as Certified School Nurse at Towamensing Elementary at Bachelor’s, Step 5, at an annual salary of \$54,801 effective August 18, 2025 pending an emergency certificate. She will be employed with an educational obligation.

B. Approve Jessica Cohen as Confidential Administrative Secretary to the Assistant Superintendent for Academic Programs and Technology at an annual salary of \$48,205 effective July 1, 2025

C. Approve the following for Family & Medical Leave:

Employee #540	Effective from June 23, 2025 through September 10, 2025
Employee #819	Effective retroactively changing return date for prior-approved FMLA to May 29, 2025
Employee #190	Effective retroactively with an initial onset of May 7, 2025 not to exceed twelve (12) weeks
Employee #313	Effective retroactively changing start date for prior-approved FMLA to April 24, 2025

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

Jennelle Billingsby	Brianna Keiser
Krystallynn McCutchan	Emily Turek

E. Approve the following additional staff to work in the Extended School Year (ESY) program from July 7, 2025 through July 31, 2025:

<i>Teachers at the Professional Services rate per the PAEA Collective Bargaining Agreement:</i>
Brandi Hoffman

F. Approve the following Food Service Workers for the summer feeding program at the contractual hourly rate per the PAESPA Agreement effective July 7, 2025 through July 31, 2025:

Michelle Altemose	Wendy Magner
Diane Gebhard	Adrienne Meckes

G. Approve the following Club Advisors at S.S. Palmer/Parkside Elementary for the 2025-2026 school year:

Isabelle Beedle	Chorus	\$1,617.00
Kimberly Nenscel	Computer Co-Advisor	\$ 409.50
Alexander Orr	Computer Co-Advisor	\$ 409.50
Elizabeth Karb	Environmental Co-Advisor	\$ 622.50
Kimberly Nenscel	Environmental Co-Advisor	\$ 622.50
Alexander Orr	Newspaper	\$1,045.00
Elizabeth Karb	Safety Patrol	\$ 819.00
Morgan Hesse	Safety Patrol	\$ 819.00
Elizabeth Karb	Student Council Co-Advisor	\$ 409.50

Morgan Hesse	Student Council Co-Advisor	\$ 409.50
Pamela Andrews	Yearbook	\$ 819.00

H. Approve the following Club Advisors at Towamensing Elementary for the 2025-2026 school year:

Natalie Madeira	Chorus	\$1,617.00
Marisa Lichtenwalner	Computer	\$ 819.00
Kathryn Malay	Environmental	\$1,245.00
Jodi Kocher	Newspaper	\$1,045.00
Marisa Lichtenwalner	Safety Patrol	\$ 819.00
Susan Warakowski	Safety Patrol	\$ 819.00
Jaclyn Ivancich	Sixth Sense Co-Advisor	\$ 417.00
William Zeky	Sixth Sense Co-Advisor	\$ 417.00
Jaclyn Ivancich	Student Council	\$ 819.00
Trisha Green	Yearbook Co-Advisor	\$ 409.50
Krystle Meglio	Yearbook Co-Advisor	\$ 409.50

I. Approve the following Club Advisors at the Junior High School for the 2025-2026 school year:

Melissa Hoffman	ACE Co-Advisor	\$ 417.00
Sarah Smith	ACE Co-Advisor	\$ 417.00
Laura Reichard	Band	\$1,617.00
Laura Reichard	Chorus	\$1,617.00
Brian Stevko	Newspaper Co-Advisor	\$1,022.00
Kathryn Zurn	Newspaper Co-Advisor	\$1,022.00
Christopher Kery	Student Council Co-Advisor	\$ 518.50
Stephanie Blees	Student Council Co-Advisor	\$ 518.50
Brad Landis	Yearbook Co-Advisor	\$1,022.00
Amy Morgan	Yearbook Co-Advisor	\$1,022.00

J. Approve the following Club Advisors at the High School for the 2025-2026 school year:

Vicki McHugh	Aevidum	\$1,245.00
Miranda Allen	Art Co-Advisor	\$1,000.50
Brianna Keiser	Art Co-Advisor	\$1,000.50
Ryan King	Buddies	--
Theresa Hall	Chorus	\$2,236.00
Michele Heydt	Color Guard	\$1,452.00
Matthew Blanchard	Concert Band	\$2,236.00
Valarie Milam	Creative Writing	--
William Marks II	Drama-Fall	\$1,818.00
William Marks II	Drama-Spring	\$1,818.00
Sean Hall	Drama Volunteer	--
Katelyn Rehatchek	Drama Volunteer	--
Sophia Wentz	Drama Volunteer	--
Michael Gombert	Environmental Co-Advisor	\$ 622.50
Paul McArdle	Environmental Co-Advisor	\$ 622.50
Jennifer Danzeisen	FBLA Co-Advisor	\$ 622.50
Kerry Palumbo	FBLA Co-Advisor	\$ 622.50

Brent Harris	Film	--
Matthew Blanchard	Fishing	--
Miranda Allen	Freshman Class	\$1,452.00
Julia Dougherty	Games	--
Christopher Walkowiak	Gridiron	--
Craig Borland	International Travelers	--
Matthew Blanchard	Jazz Band	\$2,236.00
Jennifer Danzeisen	Junior Class Co-Advisor	\$ 726.00
Brandyn Miller	Junior Class Co-Advisor	\$ 726.00
Vicki McHugh	Leo	\$1,245.00
Matthew Blanchard	Marching Band	\$4,908.00
Katherine Baumgardt	Newspaper (Avenger)	\$4,089.00
Miranda Allen	PAAC	\$ 834.00
Alexander Knoll	PYEA	\$1,245.00
Alexander Knoll	Scholastic Scrimmage	\$1,040.00
Kayla Field	Senior Class Co-Advisor	\$1,036.00
Alyssa Miller	Senior Class Co-Advisor	\$1,036.00
Brandyn Miller	Social Media	--
Travis Fink	Sophomore Class Co-Advisor	\$ 726.00
Tammy Muniz	Sophomore Class Co-Advisor	\$ 726.00
Susan Dellicker	Souled Out	--
April Rehrig	Stage Crew pull off put on July 15	\$2,144.00
Christopher Ross	Stage Crew Assistant	\$1,693.00
Julia Dougherty	STEM	--
Sage Nalesnik	Student Council	\$2,072.00
Brandyn Miller	Video	--
Brianna Keiser	Yearbook Co-Advisor	\$2,044.50
Brandyn Miller	Yearbook Co-Advisor	\$2,044.50

K. Approve the following Curriculum Advisory Council (CAC) representatives Grades K-6 at S.S. Palmer/Parkside Elementary for the 2025-2026 school year:

Katherine Gilmartin Palazzo	\$1,827.00
Lindsey Serfass	\$1,827.00
Meghan Barclay	\$1,827.00
Deanna Iles	\$1,827.00
Lisa Ward	\$1,827.00

L. Approve the following Curriculum Advisory Council (CAC) representatives Grades K-6 at Towamensing Elementary for the 2025-2026 school year:

Brittany Zeky	\$1,827.00
Kathryn Malay	\$1,827.00
Susan Deem	\$1,827.00
Jaclyn Ivancich	\$1,827.00
Alexandrea Spalding, Co-Advisor	\$ 913.50
Susan Warakomski, Co-Advisor	\$ 913.50

M. Approve the following Curriculum Advisory Council (CAC) representatives Gr. 7-8 at the Junior High School for the 2025-2026 school year:

Kimberly Seiler	\$1,827.00
Kathryn Zurn	\$1,827.00
Brad Landis, Co-Advisor	\$ 913.50
Amy Morgan, Co-Advisor	\$ 913.50

N. Approve the following Curriculum Advisory Council (CAC) representatives Gr. 9-12 at the High School for the 2025-2026 school year:

Miranda Allen	Dept. Chair, Art/Music/Technology Education	\$1,827.00
Jennifer Danzeisen	Dept. Chair, Business Education	\$1,827.00
Kerry Palumbo	Dept. Chair, English	\$1,827.00
Susan Dellicker	Dept. Chair, Foreign Language	\$1,827.00
Jeremy Coleman	Dept. Chair, Health/Physical Education	\$1,827.00
Tammy Muniz	Dept. Chair, Math	\$1,827.00
Jeanne Knepper	Dept. Chair, Science	\$1,827.00
Michael Gombert	Dept. Co-Chair, Social Studies	\$ 913.50
Paul McArdle	Dept. Co-Chair, Social Studies	\$ 913.50

O. Approve the following Computer Coaches for the 2025-2026 school year:

Holly Sell	Parkside	\$1,901.00
William Acierno	S.S. Palmer	\$1,901.00
Tyler Svetik	S.S. Palmer	\$1,901.00
Brittany Zeky	Towamensing	\$1,901.00
Krystle Meglio	Towamensing	\$1,901.00
Brianna Carroll	Junior High	\$1,901.00
Amy Morgan	Junior High	\$1,901.00
Tammy Muniz	High School	\$1,901.00
Alexander Knoll	High School	\$1,901.00
Andrew Remsing	High School	\$1,901.00

P. Approve the following Game Managers at a rate of \$30.00 per hour for the 2025-2026 school year:

Alexander Knoll	Kimberly Seiler
Andrew Remsing	Matthew Solt

Q. Approve the following Winter Coaches for the 2025-2026 school year:

BASKETBALL-BOYS:		
Joseph Egan	Head Coach	\$6,544.00
Joseph Krempasky	Assistant Coach	\$4,284.00
Brian Stevko	Assistant Coach	\$4,284.00
Chase Reph	Assistant Coach (1/2)	\$2,142.00
Michael Egan	Assistant Coach (1/2)	\$2,142.00
Kyle Kern	Volunteer Assistant Coach	--
Dylan Knouse	Volunteer Assistant Coach	--

BASKETBALL-GIRLS:		
Jeremy Coleman	Head Coach	\$6,544.00
James Hay	Assistant Coach	\$4,284.00
Travis Fink	Assistant Coach	\$4,284.00
Jason DeWalt	Assistant Coach (1/2)	\$2,142.00
Jarrad Hedes	Assistant Coach (1/2)	\$2,142.00
Thomas Reabold	Volunteer Assistant Coach	--
WRESTLING-BOYS:		
John Hard	Assistant Coach	\$4,284.00
Matthew Lalik	Assistant Coach (1/2)	\$2,142.00
Thomas Pasquariello	Assistant Coach (1/2)	\$2,142.00
WRESTLING-GIRLS:		
Joshua Rake	Head Coach	\$6,544.00
Jamie Tomsic	Assistant Coach	\$4,284.00

R. Accept the following resignations:

Austin Cseh	Football Assistant Coach (1/4)	Effective June 17, 2025
Joshua Gillen	Custodian-Towamensing	Effective June 13, 2025

S. Approve the following Coaches for the 2025-2026 school year effective June 18, 2025:

Jagan Bruce	Football Assistant Coach (1/4)	\$1,071
Tyzahnae Klotz	Field Hockey Assistant Coach	\$2,826
Austin Cseh	Football Volunteer Assistant Coach	--
Lucas Maggipinto	Girls' Soccer Volunteer Assistant Coach	--

T. Approve retroactively John Schaible as Spring Event Worker at a rate of \$30.00 per event effective February 19, 2025

3. OTHER:

- A. Accept the status that the designated members of the Senior Class of 2025 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 (enclosure)
- B. Approve the settlement agreement and release for student #28093 effective June 18, 2025
- C. Approve the revised Confidential Administrative Secretary contract effective June 17, 2025 (enclosure)
- D. Approve the revised Act 93 agreement effective June 17, 2025 (enclosure)
- E. Approve the Placement Acceptance Form with AFS Intercultural Program USA for a foreign exchange student for the 2025-2026 school year (enclosure)
- F. Accept retroactively the resignation of Ryan Kish as Palmerton School Board Treasurer effective April 15, 2025

- G. Approve retroactively Director Stacey Connell as Palmerton School Board Treasurer effective April 16, 2025 through June 30, 2025
- H. Approve the amendment with Preferred EAP effective June 17, 2025 (enclosure)
- I. Approve the STEM Lending Library agreement with Carbon Lehigh Intermediate Unit #21 from July 1, 2025 through June 30, 2030 (enclosure)
- J. Approve the therapy services agreement with Pediatric Therapeutic Services, Inc., from July 1, 2025 through June 30, 2028 (enclosure)
- K. Approve the clinical/field education affiliation agreement with Moravian University effective June 17, 2025 (enclosure)
- L. Approve the contract with Bayada Home Health Care, Inc., for in-school nursing services for the 2025-2026 school year (enclosure)
- M. Approve the Lehigh Learning Academy Program Placement Agreement for the 2025-2026 school year (enclosure)
- N. Approve the Independent Contractor Agreement with Casey Craddock, certified school psychologist, beginning July 1, 2025 through June 30, 2026 (enclosure)
- O. Approve the Independent Contractor Agreement with Kelsey Schultz, certified school psychologist, beginning July 1, 2025 through June 30, 2026 (enclosure)
- P. Approve the following facilities contracts for the 2025-2026 school year (enclosures):

1. ABE-LABS	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. ProAsys	Heating/cooling water treatment – district wide
8. Security Service Co.	Security & fire alarm monitoring – S.S. Palmer/Towamensing
9. Seitz Brothers	Exterminator service – district wide
10. Spotts, Stevens & McCoy	Asbestos inspection; asbestos awareness training – facility staff
11. Waste Management	Trash & recycling removal – district wide