

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, September 16, 2025

BOARD MEETING MINUTES

An executive session was held today, September 16, 2025, before the regular board meeting, and again, September 16, 2025, after the regular meeting for legal and personnel matters.

The regular board meeting of the Palmerton Area School District Board of School Directors was held in the High School Library, 3525 Fireline Road, Palmerton, PA, on Tuesday, September 16, 2025, and called to order at 5:33 p.m. President Earl Paules presided. The meeting was viewable via livestream.

Pledge of Allegiance

ROLL CALL

Present: Directors Connell, Haas, King, Krawchuk-Boschen, Mazepa, Moyzan, Danielle Paules, Earl Paules, and Snyder

OTHER ATTENDANCE

Angela Friebolin – Superintendent, Ryan Kish – Assistant Superintendent for Finance and Facilities, Daniel Heaney – Assistant Superintendent for Academic Programs and Technology, Jacqueline McCandless – Board Secretary, and Shawn Lochinger– Solicitor

STUDENT REPORTS:

Junior High School – Harper Hahn, grade 8

- Life Skills – Mrs. Owens’ class conducted a science experiment to learn about hot air balloons
- JH Escape Room – will resume end of September; Mrs. Seiler and Mrs. Hoffman hope to continue its success
- Student Council – students completed applications, designed posters, and delivered speeches for the election; after election, they will plan and organize various activities throughout the year like the Walk-a-Thon on October 24
- Band & Chorus –rehearsals have started for the concert on December 18; band has 35 members now and chorus has grown too
- Many JH students were involved in the *Oliver Jr!* drama production held this month
- Physical Education – Mr. Rake has started a new system to encourage physical fitness by having a wall of fame for students that are top performers in their grade
- Math Class – Mrs. Hoffman’s 8th grade Math began the year with a hands-on “mathematics lab” to learn about application of π

High School – Brayden Newhard, grade 12

- NHS – members helped with freshman orientation and Meet the Teacher Night; excited to work with the elementary students again this year
- Scholastic Scrimmage – more than 10 members will practice and compete this year
- PYEA – 7 students interested; mentor teachers will be assigned soon
- Drama Club – presented its junior production of *Oliver Jr!* with mostly JH students; holding auditions for fall production of *Parlor Games* which will be held in December
- Student Council – homecoming court has been selected; theme is *Rio*; king and queen to be crowned at homecoming football game on September 26; designed T-shirts for the event; Spirit Week will be held before homecoming; the Spirit Stick will be awarded to the class with the best combination of decorated hallway, pep rally enthusiasm, and points in pep rally games
- Band – marching band performing its show, *Bandimation*, during football games; last Friday 5th & 6th graders joined in; performing in local Halloween parades; concert band rehearsals have started for winter concert on December 18
- Class of 2026 – held Senior Sunrise event on the softball field; advisors planning homecoming dance for September 27
- Athletics: *Cross Country* – 7 teams competing in home meet on September 30; *Golf* – finished season 8-3, finished 3rd at Colonial League championship; Jarrad Grammes qualified for districts and Jason Carelli and Joey Solt will try to earn spots also; *Field Hockey* – record of 5-

4; Football – 1-3 record; *Boys’ Soccer* – competing hard, had a win against Tamaqua; *Girls’ Soccer* – had an impressive 15-goal performance in their opener; *Volleyball* – continue to improve, won first game of season

- Leadership Seminar – 10 students will attend the Colonial League Leadership Seminar on September 22 at Lehigh Valley Health Center in Center Valley; will hear from two Division I college coaches and collaborate with students across the league

SUPERINTENDENT’S REPORT:

- District aware of recent social media posts and acknowledges receipt of correspondence from individuals on the matter; all appropriate action has been taken
- Thank you to the Lower Towamensing Township Planning Commission for hearing our sketch plan presentation for the upcoming HS and DAO additions
- Grateful to Aquashicola Fire Company for lending us traffic cones required to control parking this past weekend
- Thank you to our building leadership as our Meet the Teacher events took place last week
- Congratulations to *Oliver Jr.!* staff, Bill Marks and April Rehrig, and all our student actors on their two successful performances over the weekend
- Mr. Ralph Andrews was surprised this morning at the Coal Bowl by Rep. Doyle Heffley who presented an award for his leadership at S.S. Palmer/Parkside

ASSISTANT SUPERINTENDENTS’ REPORTS:

- *Mr. Kish* – The state is still without a budget which means the district is without one of its main revenue streams for the last three months; state revenue makes up \$17m of our \$41m operating budget; some schools have discussed withholding charter school payments to maintain their fund balances; charter school payments are automatically deducted by the state through our subsidy; should consider rescinding the resolution to give us more control over these payments; district budgeted \$2.3m to be paid to charter schools this year
- *Dr. Heaney* – Carbon County School Safety Committee, comprised of law enforcement representatives and school administrators, met on Monday; topics included review of tabletop drill in August and update on EMS radio communications; future swatting incident drill planned; conducted fire drills in September using Navigate360 EMS

BOARD MEMBER REPORTS:

Director Haas – *CLIU*: has new website; games and adaptive toys created for ESY summer program. *Library*: connected with PA Inclusive, a job training and skills assessment initiative for those in and out of high school; quilt bingo on September 21; cash bingo at Aquashicola Fire Company on October 26; *Reading with Remi* returning; September is Library Sign-Up month; canvas tote sale ongoing, has picture of library on tote

OLD BUSINESS:

A discussion was held regarding board policy 201, entrance age for first graders. The Board would like to revisit the policy language regarding enrollment and consider an assessment or testing for entrance. Mrs. Friebolin will look into what other districts use for their assessment/testing.

There was a discussion on parking along Fireline Road during sporting events or any district events as the township has asked the district to enforce the use of overflow parking to only where it is designated, not along the highway, which was the condition of a variance from 2017 the township gave the district with the last construction project. The district will comply with this stipulation and not allow parking along the road.

PUBLIC PARTICIPATION:

- Carolee Boyer – asked what the Raffaele Puppio fee agreement is about

**MEETING
MINUTES**

Director King moved, seconded by Director Haas, to approve the board meeting minutes from August 5, 2025 and August 19, 2025.

<p>CONSENT AGENDA w/removal</p>	<p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> <p>Director Krawchuk-Boschen moved, seconded by Director Connell, to approve the consent agenda with the exception of a removal of Item #3 Other, Letter K, #2, Policy 308, first reading.</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>Approved treasurer’s reports</p>												
<p>TUITION REIMBURSEMENTS</p>	<p>Approved tuition reimbursements</p>												
<p>GUEST TEACHER</p>	<p>Approved Caitlin Hettler as Guest Teacher effective September 17, 2025</p>												
<p>IA TRANSFER</p>	<p>Approved the transfer of Elizabeth Campbell from Instructional Assistant at Towamensing Elementary to ESL Instructional Assistant at S. S. Palmer Elementary effective September 17, 2025</p>												
<p>HORIZONTAL MOVEMENTS</p>	<p>Acknowledged the following horizontal movements effective the first semester of the 2025-2026 school year:</p> <table border="1" data-bbox="321 932 1198 1045"> <tr> <td>Suzanne Black</td> <td>Master’s to Master’s +15</td> </tr> <tr> <td>Sarah Smith</td> <td>Master’s to Master’s +15</td> </tr> <tr> <td>Tammy-Lynn Muniz</td> <td>Master’s +15 to Master’s +30</td> </tr> </table>	Suzanne Black	Master’s to Master’s +15	Sarah Smith	Master’s to Master’s +15	Tammy-Lynn Muniz	Master’s +15 to Master’s +30						
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Tammy-Lynn Muniz	Master’s +15 to Master’s +30												
<p>UNCOMPENSATED LEAVE</p>	<p>Approved the following uncompensated leave request:</p> <table border="1" data-bbox="321 1142 1399 1180"> <tr> <td>Employee #314</td> <td>From September 16, 2025, not to exceed ten (10) weeks</td> </tr> </table>	Employee #314	From September 16, 2025, not to exceed ten (10) weeks										
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<p>FMLA</p>	<p>Approved the following for Family & Medical Leave:</p> <table border="1" data-bbox="321 1276 1510 1390"> <tr> <td>Employee #10</td> <td>Effective on or about December 22, 2025, not to exceed twelve (12) weeks</td> </tr> <tr> <td>Employee #347</td> <td>Effective retroactively to August 18, 2025, the revision of FMLA not to exceed twelve (12) weeks</td> </tr> </table>	Employee #10	Effective on or about December 22, 2025, not to exceed twelve (12) weeks	Employee #347	Effective retroactively to August 18, 2025, the revision of FMLA not to exceed twelve (12) weeks								
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Employee #347	Effective retroactively to August 18, 2025, the revision of FMLA not to exceed twelve (12) weeks												
<p>MENTOR</p>	<p>Approved retroactively the following additional Mentor for the 2025-2026 school year effective August 18, 2025:</p> <table border="1" data-bbox="321 1520 1312 1558"> <tr> <td>Christine McCarroll</td> <td><i>for Brandi Hoffman</i></td> <td>\$1,520.00</td> </tr> </table>	Christine McCarroll	<i>for Brandi Hoffman</i>	\$1,520.00									
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<p>CLUB ADVISORS</p>	<p>Approved the following Club Advisors for the 2025-2026 school year:</p> <table border="1" data-bbox="321 1654 1308 1726"> <tr> <td>Lisa Maderic</td> <td>Mock Trial</td> <td>\$1,245.00</td> </tr> <tr> <td>Holly Skrimcovsky</td> <td>National Honor Society-JHS</td> <td>\$1,040.00</td> </tr> </table>	Lisa Maderic	Mock Trial	\$1,245.00	Holly Skrimcovsky	National Honor Society-JHS	\$1,040.00						
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Holly Skrimcovsky	National Honor Society-JHS	\$1,040.00											
<p>CLUB STIPEND REVISIONS</p>	<p>Approved the revisions of stipends of previously approved motions for the following Club Advisors for the 2025-2026 school year:</p> <table border="1" data-bbox="321 1864 1438 1965"> <tr> <td>Alexander Orr</td> <td>Computer</td> <td>S. S. Palmer Elementary</td> <td>\$819.00 (full stipend)</td> </tr> <tr> <td>Kimberly Nenscel</td> <td>Computer</td> <td>S. S. Palmer Elementary</td> <td>\$819.00 (full stipend)</td> </tr> <tr> <td>Elizabeth Karb</td> <td>Student Council</td> <td>S. S. Palmer Elementary</td> <td>\$819.00 (full stipend)</td> </tr> </table>	Alexander Orr	Computer	S. S. Palmer Elementary	\$819.00 (full stipend)	Kimberly Nenscel	Computer	S. S. Palmer Elementary	\$819.00 (full stipend)	Elizabeth Karb	Student Council	S. S. Palmer Elementary	\$819.00 (full stipend)
Alexander Orr	Computer	S. S. Palmer Elementary	\$819.00 (full stipend)										
Kimberly Nenscel	Computer	S. S. Palmer Elementary	\$819.00 (full stipend)										
Elizabeth Karb	Student Council	S. S. Palmer Elementary	\$819.00 (full stipend)										

CHEER COACH

Morgan Hesse	Student Council	S. S. Palmer Elementary	\$819.00 (full stipend)
Trisha Green	Yearbook	Towamensing Elementary	\$819.00 (full stipend)
Krystle Meglio	Yearbook	Towamensing Elementary	\$819.00 (full stipend)

Approved retroactively the following Coach for the 2025-2026 school year:

Christina Wilson	Cheer Assistant Coach	\$1,318.00
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SPRING COACHES

Approved the following Spring Coaches for the 2025-2026 school year:

Baseball:		
Tyler Svetik	Head Coach	\$4,304.00
Joseph Trimmel	Assistant Coach	\$2,826.00
Matthew Solt	Assistant Coach	\$2,826.00
Ryan King	Volunteer Assistant Coach	--
Alex Matika	Volunteer Assistant Coach	--
Chase Reph	Volunteer Assistant Coach	--
Softball:		
Robert Hock	Head Coach	\$4,304.00
Phillip Acker	Assistant Coach	\$2,826.00
Trisha Buck	Co-Assistant Coach (1/2)	\$1,413.00
Jenna Turner	Co-Assistant Coach (1/4)	\$ 707.00
Tori Gollie	Volunteer Assistant Coach	--
Megan Green	Volunteer Assistant Coach	--
Joel Gulla	Volunteer Assistant Coach	--
Kate Hanchick	Volunteer Assistant Coach	--
Tennis:		
Jennifer Danzeisen	Head Coach	\$2,588.00
Track:		
Michael Gombert	Head Coach	\$4,304.00
Andrew Nosti	Assistant Coach	\$2,826.00
Sage Nalesnik	Assistant Coach	\$2,826.00
James Hay	Assistant Coach	\$2,826.00
Joshua Rake	Assistant Coach	\$2,826.00
Kris Hoffner	Co-Assistant Coach (1/2)	\$1,413.00
Jamie Hibell	Volunteer Assistant Coach	--
Michael Noyola	Volunteer Assistant Coach	--

FALL EVENT WORKERS-add'l

Approved retroactively the following additional Fall Event Workers at a rate of \$30.00 per event for the 2025-2026 school year effective August 22, 2025:

Robert Everett	Michael Papay	William Papay
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ACCOMPANIST

Approved Joseph Plechavy as Accompanist for Towamensing Elementary Chorus effective for the 2025-2026 school year

PAMPA CHAPERONES- add'l	Approved the following additional Palmerton Area Music Parents' Association (PAMPA) Volunteer Chaperones for the 2025-2026 school year:		
	Claire Papay	Heather Pisulak	
	Zachary Pinczok	Stephen Pisulak	
SUB REMOVALS	Removed retroactively the following Substitutes from the current list effective August 22, 2025:		
	Laura Filchner	Hailey Hatzis	
RESIGNATIONS	Accepted retroactively the following resignations:		
	Andrea Miles	Reading Specialist-S. S. Palmer	Effective August 15, 2025
	Jenna McHugh	Instructional Assistant	Effective August 13, 2025
MENTOR RESCIND	Rescinded retroactively Tanya Hess as Mentor for Andrea Miles effective August 15, 2025 due to Ms. Miles' resignation		
CLIU TRANSPERFECT	Approved retroactively the CLIU #21 Agreement for TransPerfect Remote Interpreters Products & Services beginning July 1, 2025 through June 30, 2026		
DJ	Approved the DJ services agreement with Sean Hall for the high school homecoming dance on September 27, 2025 in the amount of \$350.00		
DRAMA CLUB LICENSE	Approved the production contract with Music Theatre International for the performance license of <i>Legally Blonde</i> by the High School Drama Club on April 23, 2026, April 24, 2026 and April 25, 2026 in the amount of \$4,314.00		
FIELD TRIP	Approved the following field trip request:		
	Golf PIAA State Championships	Penn State University Golf Courses, State College	October 19, 2025 through October 22, 2025
PUBLIC PERFORMANCES	Approved the public performances of the following, per policy 230:		
	Art Club	Display artwork created by students on PennDOT vehicle, "Paint the Plow" program	through the 2025-2026 school year
	Band	Participate in Leighton Halloween Parade	October 18, 2025
	Band	Participate in Palmerton Halloween Parade	October 19, 2025
BUS DRIVER	Approved Gordon Walls as George's Transportation bus driver for the 2025-2026 school year effective September 17, 2025		
REMOVE ASST. BOARD SECRETARY	Removed retroactively Ryan Kish as Assistant Board Secretary effective April 16, 2025		
ASST. BOARD SECRETARY	Approved Jessica Cohen as Assistant Board Secretary effective September 17, 2025 through June 30, 2029		
CONFERENCE	Approved the following conference:		
	Angela Friebolin	PASA New Superintendents' Academy: Phase 1	September 24-25, 2025; November 6-7, 2025; January 15-16, 2026 at an estimated cost of \$1,665.40

**PSBA
ELECTIONS 2026**

Authorized the Board Secretary to cast votes in the election for the following 2026 Pennsylvania School Boards Association (PSBA) officer candidates:

Holly Arnold	President-Elect (one-year term)
Matt Vannoy	Vice President (one-year term)
Kathy Swope	Insurance Trustee (three-year term)
Roberta Marcus	Insurance Trustee (three-year term)

**1st READINGS
105-311-313-317-
317.1**

Approved the first reading of the following policies:

- 1) Policy #105 Curriculum
- 2) Policy #311 Reduction of Staff
- 3) Policy #313 Evaluation of Employees
- 4) Policy #317 Conduct/Disciplinary Procedures
- 5) Policy #317.1 Educator Misconduct

END OF CONSENT AGENDA

**RAFFAELE
PUPPIO FEE
AGREEMENT w/
abstention**

Director Snyder moved, seconded by Director Krawchuk-Boschen, to approve the fee agreement with Raffaele Puppio dated July 21, 2025.

Aye Votes: Directors Connell, Haas, King, Krawchuk-Boschen, Mazepa, Moyzan, Danielle Paules, and Snyder.

Nay Votes: None.

Abstentions: Director Earl Paules. Motion Carried.

PUBLIC PARTICIPATION:

- Richard Banko – stated a school board has the highest authority in a school district and the superintendent is the top-ranking administrator responsible for the day-to-day operations; against spending money for security guards at board meetings; wants to instill an amusement tax from Blue Mountain Resort
- Constance Banko – stated that it is illegal and a violation to put items in a mailbox other than mail; an unsigned letter was placed in their mailbox recently about security and a current board issue; township has turned amusement tax ordinance over to Berkheimer for consideration
- William Acierno – is executor of money given to district by Elizabeth Bray Trust about eight or nine years ago which the amount has now grown to \$109k, wishes to include Parkside Elementary library as well as S. S. Palmer library in distribution of the funds; asked for clarification and guidance on delegation of responsibility for policy 111, Lesson Plans
- Danielle Paules – stated at the August 19, 2025 board meeting, Director Earl Paules had his personal lawyer in attendance
- Roy Christman – spoke about Constitution law and the 1st Amendment
- Amanda Pacheaco, Victoria Smith, Gina Orr & Kristyn Yuknek – Ms. Pacheaco spoke about the help she received from Director Earl Paules in upgrading their festival stand this year; thanked him and local businesses which contributed to the repairs
- Tyrahnae Byrd – spoke in favor of Mr. Matt Kosciolk, teacher, regarding his social media post
- Carolee Boyer – asked what subject Mr. Kosciolk teaches and what is school policy on social media posting

FOR THE GOOD OF THE ORDER:

- Director Mazepa stated it is Suicide Awareness Month in September, help is available by texting Home to 741741 or call 988
- Director Haas would like to be made aware of special presentations during the day in the district in future; wants to tour schools in the district
- Director Danielle Paules wished Mr. Paules a happy birthday

<p>ADJOURNMENT</p>	<ul style="list-style-type: none">• Director Earl Paules congratulated Magin Gursky as a candidate for two-year term in upcoming election• Director Krawchuk-Boschen announced Director Moyzan will be on the Democratic ticket in November for the two-year term opening <p>Director Connell moved, seconded by Director Haas, to adjourn the meeting at 6:55 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>
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