

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, October 21, 2025

BOARD MEETING MINUTES

Executive sessions were held during and after the workshop meeting on October 7, 2025 for safety, 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, October 21, 2025, and called to order at 5:30 p.m. Vice-President King presided. The meeting was viewable via livestream.

Pledge of Allegiance

ROLL CALL

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

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:

Elementary – select students were recognized for their leadership skills in the Leader in Me program with a certificate signed by the Superintendent and Principal: Lillian Sampson, Madeline Olewnik, Liam Keller, Bo Knepper, Emily Gouldner, Levi Powell, and Benjamin Yaroslavsky at Towamensing Elementary; Matthew Billingsby, Ian Meyers, Jaysen Muthard, Jayda Gacki, Connor Farrell, Ryder Borger, Kenzie Distler, and Jace Campbell at S. S. Palmer/Parkside Elementary.

Junior High School – Jace Farkas, grade 8

- Student Council – five students serving this year; working on annual Walk-a-Thon
- Life Skills – had their first therapy dog visit; will be attending their first community-based field trip to Unangst Tree Farm tomorrow
- Math Class – Mrs. Smith’s classes have been designing their own tiny houses using math concepts in their plans
- STEM – Mr. Zeky took the Chief Science Officers, Dillon Borger, Ezra Green, and Mya Lengel, to their first training at the DaVinci Center; he attended the Girls in STEM Symposium with some PASD girls to inspire and empower them to explore careers in STEM; he also took a 7th grade group to the Keystone STEM Competition at the CLIU and earned first place in their division; the team, Hannah Papay, Nathan Shafer, Sebastian Parra, and Arabella Yost, designed “The Mental Escape” which is a room for students to go where they can feel supported

High School – Sadie Gair, grade 12

- German I – students watched videos and made crafts as they learned about Oktoberfest
- Hispanic Heritage Month – students currently exploring Hispanic culture and history
- NHS – induction ceremony on November 19; hosting blood drive on November 12; volunteering for babysitting at Towamensing; exploring other community service opportunities
- PYEA – members are communicating with their mentor teachers in preparation for the start of the program
- Scholastic Scrimmage – practicing weekly for their first match on October 31; also participating in the Zoom Colonial League competition
- CAD – Ms. Allen’s class attended Manufacturing Career Connections Day at DaVinci Center
- PAAC – holding its annual pet photo contest, entry fee \$1
- Keystone STEM Competition – Caleb Heist, Alex Beblavy, Eniessa Groller, Parker Davis, and Dillon Borger competed at the CLIU in an engineering challenge, earned first place
- Art Club – has been decorating a full-size snowplow for use by PennDOT this winter

- Aavidum – promoted Suicide Awareness Month in September, held a “Light the Night” event at home football game
- Athletics – *Golf*: finished 4th overall in league, Jared Grammes, Joey Solt, and Jason Carrelli all qualified for district championship with Jared Grammes qualifying for state tournament; *Football*: final seeding to be determined soon; *Field Hockey*: seeded 4th for districts; *Girls’ Soccer*: plays in quarterfinal tomorrow; *Cross Country*: competes tomorrow in district meet; Winter sports start November 14

SUPERINTENDENT’S REPORT:

- Thank you to our team that attended the Social Emotional Wellness training last week at the CLIU; we will continue to refine and unify our matrix of student supports
- National Bus Safety Week this week, thank you to all our bus drivers
- Wear orange tomorrow for Unity Day to represent our promise to help build a safe and supportive environment for everyone
- KCE Engineers on site today to run infiltration tests; meeting on Friday to continue construction planning
- Attended the PASA/PASBO School Leadership Conference at Kalahari Resorts yesterday and today, focused on school law updates, collaboration, and breakout sessions

ASSISTANT SUPERINTENDENTS’ REPORTS:

- *Dr. Heaney* – Title I Family Night event held last week at S. S. Palmer Elementary, thank you to Jen Ramaly, Katie Gilmartin-Palazzo, and Stacey Behler for organizing and running the well-attended event; attended the PASA Assistant Superintendent & Central Office Leaders’ Summit which offered insights on sustaining improvement and building system coherence; conducted districtwide evacuation drill on Thursday, recognized Mr. Dave Sodl for his leadership and successful coordination of drill
- *Mr. Kish* – district will be approving a debt resolution in January because bids will be due for construction projects in March 2026; as rates come down, we may refinance debt as long as it makes financial sense; 2026-2027 budget meetings with administrators being held next month; PDE has notified us as to what our Act 1 index will be - this is the amount that the state allows the district to raise taxes without seeking exceptions or going to a voter referendum; the district’s adjusted Act 1 index is set at 4.7%, so we estimate that the district would be able to raise a little over \$1m; preliminary budget presentation will be in March 2026; district is currently undergoing its annual audit, since there is no available space at district office, they’re attempting to do the work virtually; Board should receive audit packets in February or March

BOARD MEMBER REPORTS:

- Director Danielle Paules – *PSBA*: started a news program on PCN or can be accessed through YouTube; “Essentials” guides available online; webinars also available about navigating social media. Director Krawchuk-Boschen reported she participated in the annual voting delegate assembly at Kalahari Resorts today.
- Director Haas – *CLIU*: discussing lack of state budget and their plan of action; raffle basket photos on website; portrait dedication for Dr. Eileen Eib, past director; Dr. Mark Scott retiring, Dr. Catherine Nelson will take his place. *Library*: new programs director, Shawn Green, has a lot of events happening; cash bingo coming up; Reading with Remi the dog on Wednesdays; game night for families soon; “Dine and Donate” at 110 Tavern on October 23
- Director Krawchuk-Boschen – *CCTI*: DECA holding annual pumpkin decorating contest; 5th grade presentations have started in the five county schools; welcoming half-time students; no increase to all five districts for 2026-2027 budget; hirings mentioned; occupational advisory committee met; working on Perkins grant with drafting/engineering program at NCCC

OLD BUSINESS:

Director Danielle Paules asked about charter school payments and if they are still being made to the state since the budget hasn’t passed yet. Mr. Kish said we are not sending payments because it is normally taken out of our subsidy, and since there is no subsidy coming in now, there is no payment

being made to charter schools.

PUBLIC PARTICIPATION:

- Mary Farquhar – stated it is hard to hear this meeting without use microphones/speakers

MEETING MINUTES

Director Snyder moved, seconded by Director Krawchuk-Boschen, to approve the board meeting minutes from September 16, 2025.

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

CONSENT AGENDA w/abstention & exceptions

Director Mazepa moved, seconded by Director Moyzan, to approve the consent agenda with an abstention from Director Snyder of Item #2 Personnel, Letter L, Kayleigh Snyder line only due to a conflict of interest, and with an exception of a Nay note from Director Danielle Paules for Item #3, Other, Letter D, Brandyn Miller conference, and Item #3, Other, Letter M, second reading and adoption of policies.

Aye Votes: All Directors Present with Abstention and Exceptions as noted above.
Nay Votes: None. Motion Carried.

CONSENT AGENDA:

FISCAL REPORTS

Approved accounts payable reports

Approved treasurer’s reports

BUDGET TRANSFERS

Approved budget transfers

INSURANCE RENEWALS

Approved the following insurance renewals effective November 12, 2025:

Coverage	Carrier	Expiring Term Premium	Proposed Term Premium
Property	CM Regent Ins. Co.	\$84,041.00	\$96,499.00
General Liability & Law Enforcement	CM Regent Ins. Co.	\$30,989.00	\$36,603.00
Crime	CM Regent Ins. Co.	\$ 1,087.00	\$ 1,127.00
Automobile	CM Regent Ins. Co.	\$ 7,135.00	\$ 7,633.00
Equipment Breakdown	CM Regent Ins. Co.	\$ 5,466.00	\$ 5,530.00
Umbrella	CM Regent Ins. Co.	\$ 11,865.00	\$ 11,867.00
School Leaders’ Liability	CM Regent Ins. Co.	\$ 28,070.00	\$ 28,114.00
Cyber Liability	Houston Casualty Co.	\$ 15,621.00	\$ 15,621.00
	Total:	\$184,274.00	\$202,994.00

GENERAL FUND TRANSFER

Approved a transfer from the general fund to the capital reserve fund in the amount of \$11,856.00

DONATIONS

Accepted the following donations totaling \$475.00 to the High School Aevium Activity Club in memory of Tyler Kravetz:

Elsa Ann Behler	Michael & Michelle Mummey
Michael & Kathy Englert	Tammy & Shawn Quinn
Ronald & Kristine Keblish	Laura Tretter
Ronald & Hali Kuntz	

TUITION REIMBURSEMENTS	Approved tuition reimbursements		
IA's	Approved the following Instructional Assistants at a rate of \$19.19 per hour effective October 22, 2025:		
	Ashley Izarek	S. S. Palmer Elementary	
	Brandy Welk	Towamensing Elementary	
FSW	Approved the following Food Service Workers at a rate of \$17.04 per hour effective October 22, 2025:		
	Ersilia Rohoman	Towamensing Elementary	
	Christine Fruit	High School	
	Kathleen Stofko	High School	
PT CUSTODIAN	Approved Christopher Curtis as Part-Time Custodian at a rate of \$15.85 per hour effective October 22, 2025		
POSITION TRANSFER	Approved the transfer of Amy Negley, Grade 1 Teacher at Parkside Elementary, to Reading Specialist at S. S. Palmer Elementary effective January 5, 2026		
BUILDING REASSIGNMENT	Approved the primary building reassignment of Frank Rocco, Custodian, from the High School to Towamensing Elementary effective October 27, 2025		
SUB TEACHER	Approved Christina Anthony as Substitute Teacher at the prevailing substitute rate effective October 22, 2025		
HORIZONTAL MOVEMENTS	Acknowledged the following horizontal movements effective the first semester of the 2025-2026 school year:		
	Zach Tofany	Master's to Master's +15	
	Kevin Carroll	Master's +15 to Master's +30	
	Andrew Remsing	Master's +45 to Master's +60	
FMLA	Approved retroactively the following for Family & Medical Leave:		
	Employee #529	Intermittently up to sixty (60) workdays, available for one (1) year effective from September 16, 2025	
CLUB ADVISORS	Approved the following Club Advisors for the 2025-2026 school year effective October 22, 2025:		
	Christina Bravo	Aavidum-Junior High School	-- (unpaid-no stipend for this new position)
	Katie Steigerwalt	Library Book	--
COACHES	Approved the following Coaches for the 2025-2026 school year:		
	Craig Marlatt	Softball Co-Assistant Coach (3/4)	\$2,120.00 October 22, 2025
	Matthew Lalik	Track Co-Assistant Coach (1/2)	\$1,413.00 October 22, 2025
	William Gouger III	Boys' Wrestling Volunteer Assistant Coach	-- October 22, 2025
	Michael Svetik	Baseball Volunteer Assistant Coach	-- October 22, 2025
	Jordan Nelson	Football Volunteer Assistant Coach	-- Retroactively effective to September 9, 2025

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:		
	John Wilk	Effective September 11, 2025	
	Heather DeReamus	Effective September 30, 2025	
WINTER EVENT WORKERS	Approved the following as Winter Event Workers at a rate of \$30.00 per event for the 2025-2026 school year:		
	Pamela Andrews	Alexander Knoll	
	Suzanne Black	Vicki McHugh	
	Jessica Cohen	Joshua Nenscel	
	Heather DeReamus	Christine Owens	
	Robert Falkenstein	Kimberly Seiler	
	Jyneal Green	Thomas Smelas	
	Jarrad Hedes	David Smith	
	Jodi Hedes	Kayleigh Snyder	
	Kelly Heinrich	Scott Stahler	
	John Hrebik		
ACCOMPANIST-CHORUS	Approved Frank Hall as Accompanist for the Junior High and High School Chorus effective for the 2025-2026 school year		
Add'l PAMPA CHAPERONE	Approved Christa Pursell as Palmerton Area Music Parents' Association (PAMPA) Volunteer Chaperones for the 2025-2026 school year effective October 22, 2025		
GAME MANAGER-Volunteer	Approved Robert Moyzan as Volunteer Game Manager for the 2025-2026 school year effective October 22, 2025		
RESIGNATIONS	Accept retroactively the following resignations:		
	Amanda Kromer	High School Building Secretary	Effective September 26, 2025
	Tracy George	Custodian	Effective October 1, 2025
JHS CLUB FORMATION	Approved the formation of Aevium Club-JHS as an extracurricular club at the Junior High School effective October 22, 2025		
FIELD TRIPS	Approved the following field trip requests:		
	PIAA Cross Country state competition	Hershey Parkview Course, Hershey	October 31, 2025 through November 1, 2025
	FBLA	Kalahari Resorts & Convention Center, Pocono Manor	November 2, 2025 through November 3, 2025
	International Travelers Club	Switzerland	Approximately June 23, 2027 through June 30, 2027
PUBLIC PERFORMANCES	Approved the public performances of the following, per policy 230:		
	Cheer Teams	Palmerton Halloween Parade	Retroactively to October 19, 2025
	Band-HS	Veteran's Day Parade in Lehighton	November 9, 2025

Select Chorus-Elementary/JH	PPL Center, Allentown	November 19, 2025
Select Chorus-Elementary	Palmerton Park “Christmas in the Park”	December 6, 2025
Select Band-Elementary	Musical festival at JT Lambert Intermediate School, East Stroudsburg	January 9, 2026

CONFERENCES

Approved the following conferences:

Angela Friebolin	Superintendent’s Advisory Council Leadership Conference, Hershey	October 29, 2025 through October 31, 2025	Estimated cost of \$117.60
Brandyn Miller	ACM Conference on Cybersecurity & Information Technology Education, Sacramento, CA	November 6 through November 8, 2025	Grant funded, no cost to district

CENTRAL PENN PSYCHOEDUC EVAL

Approved the psychoeducational evaluation agreement with Central Penn Education Associates, Inc., from October 22, 2025 through June 30, 2026

BILINGUAL SCHOOL PSYCH

Approved the independent contractor agreement for bilingual school psychology services with Susie A. Sepulveda from October 22, 2025 through June 30, 2026

SOLIANT HEALTH

Approved retroactively the client assignment confirmation with Soliant Health, LLC, from September 24, 2025 through November 21, 2025

MILLERSVILLE UNIVERSITY

Approved the affiliation agreement with Millersville University of Pennsylvania from October 22, 2025 through October 21, 2030

MAXIM HEALTHCARE

Approved the educational institution agreement with Maxim Healthcare Services, Inc., for healthcare staffing beginning October 22, 2025 through June 30, 2026 with automatic renewal each subsequent year

CLIU TITLE IIA

Approved retroactively the letter of agreement with Carbon Lehigh Intermediate Unit #21 for Title IIA nonpublic programs and services From September 1, 2025 through September 30, 2026

**1st READINGS
102-108-111-122-
123-204.1-209.2-
308**

Approved the first reading of the following policies:

- 1) Policy #102 Academic Standards
- 2) Policy #108 Adoption of Textbooks
- 3) Policy #111 Lesson Plans
- 4) Policy #122 Extracurricular Activities
- 5) Policy #123 Interscholastic Athletics
- 6) Policy #204.1 Dual Enrollment
- 7) Policy #209.2 Diabetes Management
- 8) Policy #308 Employment Contract/Board Resolution

**2nd READINGS &
ADOPTIONS 105-
311-313-317-317.1**

Approved the second reading and adoption 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

<p>PALMER PRINCIPAL RESIGNATION</p>	<p>END OF CONSENT AGENDA</p> <p>Director Connell moved, seconded by Director Moyzan, to accept retroactively the resignation of Ralph Andrews, Principal of Parkside/S. S. Palmer Elementary, effective September 23, 2025 with a release date to be determined.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
<p>SUBSTITUTE PALMER PRINCIPAL</p>	<p>Director Snyder moved, seconded by Director Moyzan, to approve Richard DeSocio as Substitute Principal of Parkside/S. S. Palmer Elementary at a rate of \$500.00 per day with a start date to be determined.</p> <p>Aye Votes: Directors Connell, King, Krawchuk-Boschen, Moyzan, and Snyder. Nay Votes: Directors Haas, Mazepa, and Danielle Paules. Motion Carried.</p>
	<p>PUBLIC PARTICIPATION:</p> <ul style="list-style-type: none"> • Richard Banko – cautioned about putting items in his mailbox; asked why the board president isn't presiding over the board meeting; questioned fair length of time given to all who choose to speak; continues to pursue an amusement tax to help district; heard security system at the high school wasn't working • Constance Banko – stated her husband was allowed five minutes speaking time at previous meeting, but another was given more time; asked for proof for work on the security system; questioned nepotism in the district • Danielle Paules – read policy on nepotism; also heard security system was down • Lori Nemeth – asked if the Dean of Students can be a substitute principal • Michele Conners – new principal at CCTI, introduced herself to the Board and offered information about CCTI • Anna Leigh Conway – youth basketball association lead representative, spoke about continued use of gyms in the district • Bobby McHugh – youth sports coach wanting to have access to district facilities for practice and games for youth booster clubs <p>FOR THE GOOD OF THE ORDER:</p> <ul style="list-style-type: none"> • Director Danielle Paules asked for cameras for softball/baseball games, PVAS data and beginning of year data, whether we pay for PSATs, to review principal applications, and start a Turning Point chapter in the district. • Director Haas commended the recent craft fair held by the Towamensing PTO. • Director King announced an executive session will be held after this meeting for personnel matters.
<p>ADJOURNMENT</p>	<p>Director Connell moved, seconded by Director Haas, to adjourn the meeting at 6:51 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>