

PALMERTON AREA SCHOOL DISTRICT

Palmerton, PA

Tuesday, November 25, 2025

BOARD MEETING MINUTES

Executive sessions were held October 21, 2025, October 27, 2025, and November 18, 2025 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, November 25, 2025, and called to order at 4:46 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, Earl Paules (via video conferencing) 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 David Conn – 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: Claire Magarelli, Savannah Counterman, Olivia Koder, Aubrey Rodgers, Leonidas Groegler, Aurora Duarte, Luna Werner, Landon DiDario at Towamensing Elementary; Claire Brown, Raianna Anthony, Emma Farrell, Skyla Saas, Paisley Stewart, Aubrey Billings, Elise Molchan, and Mary Farrell at S. S. Palmer/Parkside Elementary.

Junior High School – Kylie Beahn, grade 8

- Student Council – hosting annual student/faculty volleyball tournament; toys will be collected for Toys 4 Tots
- Mrs. Smith’s Class – conducted heart and breath rate experiments to observe how physical exertion affects vital signs and analyzed the data using scientific notation for precision
- After-School Escape Room – program continues to see high attendance
- ACE Team – Mrs. Hoffman and Mrs. Smith holding meetings for prospective members for the eighth-grade competition in March
- STEM Makerspace – has a new 3D printer
- Band – two students chosen for Intermediate Band Festival at the end of January
- ELA 8th graders – select few students submitted a story to a publisher in hopes it will be accepted for publication

High School – Sophia DeAngelis, grade 12

- Veterans Day assembly – Palmerton alumni were guest speakers and local VFW members were present on November 11
- NHS – inducted ten new members on November 19
- Scholastic Scrimmage – eight team members won their first round at PBS Channel 39 match
- PYEA – four student teachers gaining experience while working with mentor teachers
- FBLA – 80 active members; various fundraisers planned; attended regional and state leadership workshops; testing and events coming up in December including regional leadership conference
- Band – marching band participated in three parades, membership increased from 30 students to 46; concert band rehearsals being held for winter concert on December 18; jazz band auditions required this year due to high interest; six students will represent Palmerton at district band
- Winter sports – practice began November 14

SUPERINTENDENT’S REPORT:

- Thank you to Director Moyzan for his service in the district for the past few months

- Met with Blue Mountain Resort about opportunity for students to receive discounts for the resort's facilities, flyers will be distributed soon
- Welcomed and read biographies of Trahn Thompson, who will assume the role of Director of District Facilities soon, and Marlena Stroup, new S. S. Palmer/Parkside principal
- Happy Thanksgiving!

ASSISTANT SUPERINTENDENTS' REPORTS:

- *Dr. Heaney – Safety updates:* now required to hold quarterly meetings, attendance to be included in annual safety report; cybersecurity has been added as an eligible use of grant funds; statewide committee now includes cybersecurity expert. *Hiring updates:* interviewing social worker candidates, seeking first grade and HS special education teachers, instructional assistants, custodial positions, and substitute teachers
- *Mr. Kish – State budget:* finally passed, our funding will increase by \$124k for basic education funding, \$59k for special education, and \$342k for Ready to Learn block grant funding. We did budget for charter school transition funds of \$196k that we received last year from the state, but this was not included in the state's budget this year. *Charter schools:* some language changes in budget bill, but not enough to impact us. *Consent agenda:* you will see the reapproval of insurance rates that we just approved last month because our policy was expiring, but we continued to negotiate those rates and now we will have a reduction of \$13k in our rates; Happy Thanksgiving!

BOARD MEMBER REPORTS:

- Director MaryJo King – LCCC: board reports to be supplied by Audrey Larvey, Trustee
- Director Krawchuk-Boschen – CCTI: new hires for mental health/behavior health assistant and precision machine technology; principal highlighted outstanding first-marking period students; no increase to budget for next year; looking for more part-time students; agreement with Drawing & Design to get credits at Northampton Community College
- Director Haas – Library: Shawn Green, activities director, is doing a phenomenal job as more people are using the facility than before; family game nights, see website/Facebook for information. CLIU: honored to participate in the Variety Bike & Stroller program distribution last week, already have donated over 9000 devices overall
- Director Danielle Paules – PSBA: student leader scholarship award available, essay/application due March 13; Department of Education is piloting program to allow students to take driver's learners permit at schools

OLD BUSINESS:

Director Brandon Mazepa requested a student representative be appointed on the Board.

PUBLIC PARTICIPATION:

- Danielle Paules – stated an outgoing board is referred to as a “lame duck” board and contract items on this agenda would be subject to that
- Richard Banko – asked for details on the water line replacement project and special counsel agreement
- Constance Banko – asked about the wages for a principal; wait until new board member sworn in to vote on superintendent/assistant superintendent contracts
- Jenna McHugh – asked for clarification as to why superintendent and assistant superintendent resolutions are on agenda
- Mary Farquhar – taxpayers deserve to know what is going on in the district
- Lori Nemeth – questioned the superintendent and assistant superintendent's new contracts and necessity for additional special legal counsel
- Lynn Passerini – questioned process of hiring the superintendent and assistant superintendent and adoption of policy 308

Director MaryJo King called an **EXECUTIVE SESSION at 6:11 p.m.** for a personnel matter. Directors Haas, Mazepa, Danielle Paules, and Earl Paules did not participate in the session. **The meeting resumed at 6:18 p.m.**

MEETING MINUTES

Director Mazepa moved, seconded by Director Krawchuk-Boschen, to approve the board meeting minutes from October 21, 2025.

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

CONSENT AGENDA w/ exception

Director Connell moved, seconded by Director Snyder, to approve the consent agenda with an exception of a Nay note from Director Danielle Paules for Item #3, Other, Letter F, #8, second reading and adoption of policy #308.

Aye Votes: All Directors Present with Exception 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

DONATION

Accepted the donation in the amount of \$37.10 from The Giant Company for the Feeding School Kids Campaign

REVISED INSURANCE RENEWALS

Approved the revised insurance renewals effective November 12, 2025:

Coverage	Carrier	2024-25 Expiring Term Premium	2025-26 Board Approved Premium	2025-26 Updated Premium	Savings since last approval on 10/21/25
Property	CM Regent Ins. Co.	\$ 84,041.00	\$ 96,499.00	\$ 86,157.00	\$ 10,342.00
General Liability & Law Enforcement	CM Regent Ins. Co.	\$ 30,989.00	\$ 36,603.00	\$ 33,586.00	\$ 3,017.00
Crime	CM Regent Ins. Co.	\$ 1,087.00	\$ 1,127.00	\$ 1,127.00	--
Automobile	CM Regent Ins. Co.	\$ 7,135.00	\$ 7,633.00	\$ 7,342.00	\$ 291.00
Equipment Breakdown	CM Regent Ins. Co.	\$ 5,466.00	\$ 5,530.00	\$ 5,530.00	--
Umbrella	CM Regent Ins. Co.	\$ 11,865.00	\$ 11,867.00	\$ 11,867.00	--
School Leaders’ Liability	CM Regent Ins. Co.	\$ 28,070.00	\$ 28,114.00	\$ 28,114.00	--
Cyber Liability	Houston Casualty Co.	\$ 15,621.00	\$ 15,621.00	\$ 15,621.00	--
	Total:	\$184,274.00	\$202,994.00	\$189,344.00	\$ 13,650.00

SALARY CLARIFICATION

Approved Amanda Lentz as Building Secretary at the High School at an annual salary of \$37,321.00 prorated effective November 26, 2025 with a start date to be determined

FMLA

Approved the following for Family & Medical Leave:

Employee #612	Effective December 29, 2025, not to exceed twelve (12) weeks
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SICK LEAVE EXTENSION

Approved the 40-day sick leave extension for employee #612 as per the terms of the Palmerton Area Educational Support Professionals Association Collective Bargaining Agreement

CLUB ADVISOR

Approved retroactively the following Club Advisor for the 2025-2026 school year effective July 1, 2025:

Audrey Hoffman	Marching Band Assistant	\$2,710.00
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COACHES

Approved the following Coaches for the 2025-2026 school year effective November 26, 2025:

Megan Serfass	Softball Volunteer Assistant Coach	--
Anthony Thomas	Boys' Basketball Volunteer Assistant Coach	--
Trevor Bartholomew	Girls' Wrestling Volunteer Assistant Coach	--
Mason Becker	Boys' Wrestling Volunteer Assistant Coach	--
Kellen Trotter	Boys' Wrestling Volunteer Assistant Coach	--

EVENT WORKERS

Approved the following as Event Workers at a rate of \$30.00 per event for the 2025-2026 school year:

Kristoffer Silfies	Winter Event Worker	Effective November 26, 2025
Craig Borland	Fall Event Worker	Retroactively effective to August 20, 2025
Sage Nalesnik	Fall Event Worker	Retroactively effective to August 20, 2025
Christine Owens	Fall Event Worker	Retroactively effective to August 20, 2025

SUB TEACHER

Approved Tresier Mihalik as Substitute Teacher at the prevailing substitute rates effective November 26, 2025

EMPLOYMENT RECISION

Rescinded the employment offer for Ashley Izarek as Instructional Assistant effective October 22, 2025

SUB REMOVALS

Removed the following from the current substitute list effective November 26, 2025:

Amber Cohen	Substitute Teacher
Bobbie Jo Knott	Substitute Food Service Worker
Melanie Keller	Substitute Food Service Worker

PUBLIC PERFORMANCES

Approved the public performances of the following, per policy 230:

Art Club	Palmerton Park Association	Use talents to create a holiday map for visitors
Chorus-HS	The Palmerton-Senior Living Community	November 26, 2025
Select Chorus- Elem.	PMEA Chorus Fest, Delaware Valley High School, Milford	January 23, 2026

FIELD TRIP

Approved the following field trip request:

HS Wrestling team	Carlisle High School, Carlisle	December 12, 2025 through December 13, 2025
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LASD PSYCHOLOGIST

Approved retroactively the independent contractor agreement dated October 21, 2025 with Leighton Area School District for school psychologist services

BILINGUAL SPEECH/THERAPY

Approved the independent contractor agreement with Doreen Cruz-Delgado for bilingual speech and therapy evaluations effective November 26, 2025 through June 30, 2026

CONFERENCES

Approved the following conferences:

Angela Friebolin	SAS Institute 2025, Hershey	December 8, 2025 through December 9, 2025	Estimated cost of \$562.00
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Kelly Beblavy	SAS Institute 2025, Hershey	December 7, 2025 through December 10, 2025	Estimated cost of \$966.99
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2nd READINGS & ADOPTIONS 102-108-111-122-123-204.1-209.2-308

Approved the second reading and adoption 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

END OF CONSENT AGENDA

TABLE MOTION FOR KCE BID PACKAGE for water line replacement

Director Mazepa moved, seconded by Director Haas, to table the motion to authorize Keystone Consulting Engineers, Inc. to proceed with the engineering design, permitting plans, and bid package in the estimated amount of \$72,000.00 for the high school water line replacement project.

Aye Votes: Directors Haas, King, Mazepa, Moyzan, Danielle Paules, and Earl Paules.
Nay Votes: Directors Connell, Krawchuk-Boschen, and Snyder. Motion to Table Carried.

PRINCIPAL-SS PALMER/PARKS IDE

Director Mazepa moved, seconded by Director Snyder, to approve Marlana Stroup as Elementary Principal at Parkside/S. S. Palmer Elementary, as a Group One employee per the Act 93 Memorandum of Understanding, at an annual salary of \$98,000.00 prorated with a start date to be determined.

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

RESOLUTION SUPERINTENDENT

Director Connell moved, seconded by Director Snyder, to approve the Resolution to accept the resignation of the District Superintendent, declare a vacancy and resolution to elect a District Superintendent in accordance with 24 P.S. Sections 10-1071, 10-1073, and 10-1075 and entry into an agreement covering terms and conditions of employment for the District Superintendent.

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

RESOLUTION ASST. SUPERINTENDENT

Director Krawchuk-Boschen moved, seconded by Director Snyder, to approve the Resolution to accept the resignation of the District Assistant Superintendent for Academic Programs and Technology, declare a vacancy and resolution to elect a District Assistant Superintendent for Academic Programs and Technology in accordance with 24 P.S. Sections 10-1071, 10-1076, 10-1077, and 10-1075 and entry into an agreement covering terms and conditions of employment for the District Assistant Superintendent for Academic Programs and Technology.

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

RETIREMENT/ S&R

Director Snyder moved, seconded by Director Krawchuk-Boschen, to approve the retirement and separation and release agreement for employee #776 effective December 31, 2025.

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

DIRECTOR OF FACILITIES	<p>Director Mazepa moved, seconded by Director Moyzan, to approve Trahn Thompson as Director of District Facilities at an annual salary of \$90,000.00 prorated with a start date to be determined.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
WISLER PEARLSTINE-LEGAL COUNSEL	<p>Director Krawchuk-Boschen moved, seconded by Director Haas, to approve retroactively the engagement letter for special legal counsel dated November 5, 2025 with Wisler Pearlstine, LLP.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
PAEA MOU	<p>Director Connell moved, seconded by Director Haas, to approve the Memorandum of Understanding dated November 25, 2025 with the Palmerton Area Education Association regarding personal leave days.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
PAESPA MOU	<p>Director Haas moved, seconded by Director Danielle Paules, to approve retroactively the Memorandum of Understanding dated October 27, 2025 with the Palmerton Area Education Support Professionals Association regarding temporary additional instructional assistant support services.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p>
<p>PUBLIC PARTICIPATION:</p> <ul style="list-style-type: none"> • Richard Banko – questioned rate of pay of interim principal, total legal fees spent by district, waterline project, security system costs, and why we have new solicitor • Constance Banko – questioned time limit on public participation, past sabbatical leave, past hires and evaluations; unnecessary spending should stop • Michael George – congratulations to Dr. Friebolin on attaining her doctorate degree; asked for transparency on legal counsel costs; have faith in the administration and the job they’re doing • Mary Farquhar – transparency and honesty needed in the district • Lori Nemeth – should be proud of our district; all should communicate better and follow through and work together 	
<p>FOR THE GOOD OF THE ORDER:</p> <ul style="list-style-type: none"> • Director Krawchuk-Boschen thanked Director Moyzan and what he brought to the table. • Director Snyder said Director Moyzan was a great asset with the perspective he brought to the Board. • Director Connell said it was nice to have Director Moyzan’s perspective of the other side; sitting on the Board is difficult; have a blessed Thanksgiving! • Director Mazepa gave kudos to our student singers at recent Phantoms game who did a marvelous job in performing and representing our district. • Director King stated it was great to work with Director Moyzan on both sides of issues. 	
ADJOURNMENT	<p>Director Connell moved, seconded by Director Krawchuk-Boschen, to adjourn the meeting at 6:56 p.m.</p> <p>Aye Votes: All Directors Present. Nay Votes: None. Motion Carried.</p> <p>Respectfully submitted, Jacqueline McCandless Board Secretary</p>