

**PALMERTON AREA SCHOOL DISTRICT
MEETING OF THE BOARD OF SCHOOL DIRECTORS**

Tuesday, June 21, 2016

Conference Room

680 Fourth St, Palmerton, PA 18071

EXECUTIVE SESSION 6:00P.M. CONCERNING PERSONNEL/LEGAL MATTERS

1. CALL TO ORDER: 6:30 PM, PLEDGE OF ALLEGIANCE

2. ROLL CALL:

Ms. Debski	Mr. Gildner	Ms. Haas	Ms. Harry	Mr. Myers	Ms. Recker
Mr. Scherer	Mr. Smale	Ms. Yeakel	Ms. Scheckler	Att. Evans	Mr. Engler

3. SUPERINTENDENT'S REPORT:

4. BUSINESS MANAGER'S REPORT:

5. OLD BUSINESS:

6. 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 Board's ability to conduct its business. A second disruption will result in dismissal from the meeting.

7. CONSENT AGENDA:

Motion for the Board of Directors to approve the attached consent agenda.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

8. FISCAL:

A. It is recommended that the Board of Directors approve the Palmerton Area School District General Operating Budget for the 2016-2017 fiscal year with a real estate tax levy of 55.5293 mills (a 1.72 mill increase over 2015-2016) with budgetary expenditures of \$31,365,773. 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 and Act 511 Earned Income Tax, and Act 511 Realty transfer tax. For informational purposes: Sharing of certain taxes occurs as permitted by law: Per Capita --\$10.00 school district, \$5.00 municipality; Earned Income Tax --.5% school district, .5% municipality; Realty Transfer Tax -- .5% school district, .5% municipality; Local Services Tax --\$5.00 school district, \$47.00 municipality.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

B. Motion to approve the transfer from the General Fund (10) of \$3,000,000 to the Capital Reserve Fund (32) per Municipal Code, Section 1431.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

9. PERSONNEL:

A. Approve Justin Petersen as a High School Science Teacher effective August 16, 2016 at Bachelor's Step 1, salary pending contract negotiations.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

B. Approve Kayla Creed as an Elementary Teacher at Parkside Education Center effective August 16, 2016 at Bachelor's Step 1, salary pending contract negotiations.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

C. Approve Lori Shaffer as Building Secretary at SS Palmer Elementary School, effective June 13, 2016 at the rate of \$29,523 prorated.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

D. Approve Bryna Witkowski as a LTS School Counselor at the High School at Masters, Step 1, effective the start of the 2016-2017 school year.

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

10. INFORMATION ITEMS: (Enclosures)

- A. Enrollment, May 31, 2016
- B. LCCC Board Minutes, May 5, 2016
- C. LCCC President's Desk, June 2016
- D. Avenger, Senior Edition
- E. PSBA Bulletin, May/June
- F. Board Summary

11. PUBLIC PARTICIPATION:

12. FOR THE GOOD OF THE ORDER:

13. ADJOURNMENT:

Motion by: _____ Seconded by: _____

Vote: Yes _____ No _____ Absent _____ Abstentions _____

PASD MEETING SCHEDULE:

Workshop Meeting: No July Workshop Meeting

BOE Meeting: Tuesday, July 19, 2016 6:30 PM

PALMERTON AREA SCHOOL DISTRICT
Consent Agenda
Tuesday June 21, 2016

- 14. MEETING MINUTES:** (Enclosure 1)
Approve the minutes from the May 17, 2016 and May 24, 2016 meetings.
- 15. APPROVAL OF FINANCIAL REPORTS FOR DISTRICT ACCOUNTS:**
Approve the financial reports listed below:
- A. TREASURER'S REPORTS: (Enclosure 2)
 - B. ACCOUNTS PAYABLE: (Enclosure 3)
 - C. BUDGET TRANSFERS (Enclosure 4)
 - D. GRANTS:
- 16. FISCAL:**
- A. It is recommended that the Board of Directors approve the 2016-2017 homestead/farmstead taxable assessment exclusion of \$3,650 and the homestead/farmstead tax exclusion of \$202.68.

 - B. Be it resolved, that the Board of Directors approve resolution #06.21.16 Per the Real Estate Tax Universal Installment Payment Plan Resolution, to use the following installment dates for the collection of the 2016 Real Estate Taxes (Enclosure)

 - C. It is recommended that the Board of Directors grant permission to release the 2016 Tax Duplicates to the respective tax collectors for the fiscal year beginning July 1, 2016

 - D. Approve all budget transfers for fiscal year ending June 30, 2016 in order to comply with audit requirements. The Board will be provided with an itemized listing of all required budget transfers upon completion of the 2015-16 audit

 - E. Authorize the Superintendent & Business Manager to make and release payments for the remaining June accounts payable.

 - F. It is recommended that the Board of Directors approve a 1.63% increase in Stop Loss Coverage for the 2016-17 fiscal year through Great Midwest Insurance Company. The per employee per month charge will be \$132.66 with a maximum per employee deductible set at \$125,000.

 - G. Approve the 2016-17 workers compensation coverage through July 1, 2017 at an estimated cost of \$123,856.00.

- H. Approve the contract with Health eTools for 5 buildings with a 3 year agreement at a cost of \$2,000.00
- I. Approve the contract renewal with Blackboard Connect K-12 at a cost of \$4,626.90
- J. Approve the contract with Shop Specialties Inc for shop machinery maintenance for the 2016-17 school year at a cost of \$1,400.00 plus any parts required throughout the year.
- K. Approve the contract renewal with Frontline Technologies Group, LLC/Aesop Services at a cost of \$4,450.70
- L. It is recommended that the Board of Directors approve the 2016-17 agreement with Central Susquehanna Intermediate Unit 16 for computer services at a rate based on student enrollment and an estimated cost of \$23,000.00
- M. It is recommended that the Board of Directors approve the following bonding amounts for the 2016-17 fiscal year:
- | | |
|--------------------------|-----------|
| a. Board President | \$250,000 |
| b. Board Vice President | \$250,000 |
| c. Board Secretary | \$250,000 |
| d. Superintendent | \$ 25,000 |
| e. Business Manager | \$ 25,000 |
| f. Employee Blanket Bond | \$ 35,000 |
| g. Board Treasurer | \$ 20,000 |
- N. It is recommended that the Board of Directors approve a 9.3% increase in medical insurance rates for the 2016-2017 fiscal year. This increase will allow for sufficient funds from which to pay medical claims.
- O. It is recommended that the Board of Directors approve a 5.6% increase in dental rates for the 2016-2017 fiscal year using Delta Dental
- P. Approve the athletic insurance coverage through Axis Insurance Company for the period of August 14, 2016 to August 14, 2017 at a cost of \$34,706 with primary excess coverage over \$100

- Q. Approve voluntary student accident coverage through Axis Insurance Company for the period of August 14, 2016 to August 14, 2017 for a 24-hour wrap around rate of \$75.00, benefits excluding all sports.

17. PERSONNEL:

- A. Appoint Susan Debski as the Board Treasurer, effective July 1, 2016 through June 30, 2017, at the rate of \$400.
- B. Approve tenure for the following teachers who have obtained 3 years of satisfactory ratings with the Palmerton School District:
- Kyle Poremba, High School
 - Katie McCarroll, Towamensing Elementary School
 - Jacob Zurn, Towamensing Elementary School
 - Kaitlyn Andrews, S.S. Palmer Elementary School
 - Tiffany Bachart, Towamensing Elementary School
- C. Recommendation to approve the following as curriculum coordinators at Parkside/S.S. Palmer for the 201-2017 school year:
- Holly Sell, K-1
 - Roberta Yeager, Grades 2- 3
 - Meghan Barclay, Grade 4
 - Deanna Iles, Grade 5
 - Monique Hofford, Grade 6
- D. Recommendation to approve the following as curriculum coordinators at Towamensing Elementary for the 2016-2017 school year:
- Joyce Paulinho, grades K-1
 - Susan Warakomski, grades 2-3
 - Susan Deem, grade 4
 - Kathryn McKeon, grade 5
 - Jaclyn Ivancich, grade 6
- E. Recommendation to approve the following as curriculum coordinators at the Jr. High School for the 2016-2017 school year:
- Patricia Boyd, Co-Chair, English/Language Arts
 - Kevin Kolodziejski, Co-Chair, English/Language Arts
 - Kim Seiler, Social Studies
 - Kathy Englert, Math/Science
- F. Recommendation to approve the following as curriculum coordinators at the Sr. High School for the 2016-2017 school year:
- Bonnie Tavella, Co-Chair, English
 - Anna Corby, Co-Chair, English
 - Michael Gombert, Co-Chair, Social Studies

- Paul McArdle, Co-Chair, Social Studies
- Pamela Wuest, Math
- Jeanne Knepper, Science
- Thomas Smelas, Business
- Jose Elvir, World Language
- Carol Andrews, Health/Physical Education
- Miranda Allen, Co-Chair, Secondary Specialist
- Whitney Kern, Co-Chair, Secondary Specialist

G. Accept the resignation of Patricia Smiley as an Instructional Assistant at Parkside Education Center, Effective May 27, 2016.

H. Approve the following salary movements, effective the 2016-2017 school year:

- Trisha Green Bachelor's to Bachelor's +24
- Suzanne Lynn Bachelor's +24 to Master's
- Tricia Wampole Bachelor's +24 to Master's

I. Approve the following extra-curricular positions for the 2016-2017 school year:

Chrissy Rehatcheck	Band Front Advisor	Stipend pending contract negots.
Tara Frantz	Vol. Field Hockey Coach	
Christine Delong	Cheerleading Advisor	Stipend pending contract negots.
Kerry Jahelka	Strength/Conditioning Volunteer	
Sam Oberlander	Vol. Wrestling Coach	
Bob Hock	Head Softball Coach	Stipend pending contract negots.
Jeff Minnich	Head Track Coach	Stipend pending contract negots.
Austin Cseh	Asst. Track Coach	Stipend pending contract negots.
Wynn Cseh	Asst. Track Coach	Stipend pending contract negots.
Jim Hay	Asst. Track Coach	Stipend pending contract negots.
Bill Stoudt	Asst. Track Coach	Stipend pending contract negots.
Tyrone Lewis	MS Track Coach	Stipend pending contract negots.
Frank Jacobs	Vol. Track Coach	
Lorna Lewis	Vol. Track Coach	
Russell Derrick	Vol. Track Coach	

J. Remove the following from the substitute list as per their request:

Matthew Zellner	Substitute IA
David McClellan	Substitute Teacher
Nakea Beers	Substitute Teacher

K. Approve the attached tuition reimbursement

18. OTHER:

A. Accept the status that the members of the senior class of 2016 have completed the graduation requirements set forth by the Pennsylvania Department of Education and the Board of Education of the Palmerton Area School District. (Enclosure)

- B. Approve the facilities contracts for the 2016-2017 school year. (Enclosure)
- C. Approve the agreement with George F. Shovlin for legal services.
- D. Approve the Music field trip to Williamsburg, VA on April 20-23, 2017 at a cost to the district of substitutes for the Band and chorus teachers.
- E. Appoint Darlene Yeakel as voting delegate to attend the 2015 PSBA Delegate Assembly Meeting on Saturday, October 15, 2016.