

BOARD WORKSHOP MINUTES

October 26, 2023 – 7:00 p.m

I. CALL TO ORDER

The following Board members were present: Raeann Hofkin (absent), JP Prego, Dana Hipszer, Mike Elliott (absent), Melanie Cunningham, Peg Pennepacker, Judy Maginnis, Emily McCormick and Keith McCarrick.

Administration in attendance: Drew Bishop, Georgiann Fisher, Dr. Andrea J. Farina, Dr. Allyn J. Roche

Others in attendance were: Kyle Somers, Rachel Landis, Christopher Montes

II. COMMITTEE REPORTS

a. Communications Committee - Emily McCormick

- Met October 26, 2023
- Discussed ParentSquare
- Reviewed upcoming District events
- Discussed Niche, which rates schools. The Committee is not interested in investing funds in this site
- **Next meeting November 9, 2023 - 6:00pm**

b. Educational Programs and Services Committee – Dr. Andrea Farina

- Met November 16, 2023
- Reviewed building plans for the year and all of the data related to achievement
- Discussed details of High School Improvement Plan
- **Next meeting November 27, 2023 - 5:30pm**

c. Extracurricular Committee – Dana Hipszer

- Met October 23, 2023
- Reviewed Title IX report and the progress made
- Reviewed Middle School Girls Wrestling
- Athletic survey was reviewed and is ready for distribution
- Fall sports review and preview of winter sports
- **Next Meeting January 2024 (TBD)**

d. Facilities Committee – JP Prego

- Met October 23, 2023
- Middle School fire door controller needs to be replaced, cost about \$6,800.00
- Marlborough boiler replacement is near completion
- 4th and 5th Grade Center quote for fence received
- Discussed GESA and Feasibility Study and will request KCBA to come out in January
- Cardinal Point security team was reviewed with very good remarks

- Committee emphasized the need to stop propping doors open
 - Asked Administrative team to continue to increase security upgrades
 - Marlborough Elementary Roof survey was completed, multiple small leaks were detected, Mr. Howard and his team will work at sealing the leaks
 - Vendors will assess and provide quotes for upgrading the High School security camera system
 - **Next meeting in January 2024 (TBD)**
- e. Finance Committee – Melanie Cunningham
- **Next meeting November 20, 2023 - 6:00pm**
- f. Policy Committee – Peg Pennepacker
- Met October 23, 2023
 - Reviewed several policies including finance policies
 - Reviewed and revised policies regarding homelessness, foster and other educational instability
 - **Next meeting in January, 2024 (TBD)**
- g. Western Montgomery Career & Technology Center – Keith McCarrick
- Met October 2, 2023
 - The Western Center will host the SkillsUSA contest for the next two years
 - PDE review of programs and facilities was very positive
 - **Next JOC meeting - January 8, 2024**
- h. Upper Perkiomen Education Foundation – Emily McCormick
- No meetings since last report
 - **Next meeting November 4, 2023 - 4:00pm via Zoom**
- i. Montgomery County Intermediate Unit – Judy Maginnis
- **Next meeting November 15, 2023**
- j. Legislative Liaison Report – Peg Pennepacker
- Met October 4, 2023
 - Sandy Edling will lead the group moving forward
 - Various proposed bills were discussed
 - PIAA Board met October 11, 2023
 - Winter sports begin November 17, 2023
 - Melissa Mertz will be retiring after 25 years of service
- k. Regional Planning Commission Representative – Dana Hipszer
- Met October 25, 2023
 - Highway Materials reported about possible quarry expansion
 - Dollar General in Green Lane
 - **Next Meeting January 2024**

III. PRESENTATIONS/DISCUSSION

None

IV. SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

None - public comment procedures

V. PUBLIC COMMENTS ON ACTION ITEMS

None

VI. APPROVAL OF MINUTES

a. Motion to approve the September 28, 2023 Board Workshop Minutes ([Attachment A](#))

Motion to approve - Keith McCarrick

Second Motion - JP Prego

Vote - 7-0

VII. PERSONNEL

Motion to Approve - Keith McCarrick in entirety

Second Motion - Emily McCormick

Vote - 7-0

Director Hipszer congratulated Mrs. Harding on retirement after 35 years of service

a. RETIREMENTS

- i. **Barbara Harding, Accounts Payable Administrative Assistant**, submitted her intent to retire from the district, effective December 29, 2023.

b. RESIGNATIONS

- i. **Tina Shoup, Paraprofessional**, resigned her position with the district on September 19, 2023.
- ii. **Debra Ricapito, Food Service Worker**, resigned her position with the district on October 6, 2023.
- iii. **Lauren Kuehlewind, HR Administrative Assistant**, resigned her position with the district, effective November 17, 2023.

c. APPOINTMENTS

i. SUPPORT STAFF

1. **Bartholomew Guerrera, Full-Time Custodian**, to be hired, effective date October 23, 2023, subject to review of required employment history and clearances at \$16.50/hour for the 2023-2024 school year.
2. **Karen Kniess, Cafeteria/Playground Aide**, to be hired, effective date TBD, subject to review of required employment history and clearances at \$11.25/hour for the 2023-2024 school year.
3. **Clara Guntz, Paraprofessional**, to be hired, effective date TBD, subject to review of required employment history and clearances at \$18.50/hour for the 2023-2024 school year.

UPPER PERKIOMEN SCHOOL DISTRICT

4. **Gloria Keener, Full-Time Custodian**, to be hired, effective date November 6, 2023, subject to review of required employment history and clearances at \$16.50/hour for the 2023-2024 school year.

ii. **SUPPLEMENTAL POSITIONS**

1. **COACHES/ADVISORS** for the 2023-2024 school year:

Area	Position	Name	Salary
High School	Boys' Assistant Basketball Coach	Mike Mientus	\$5,482.75**
High School	Assistant Swim Coach	James Goodreau	\$5,482.75
Middle School	Boys' Asst. Wrestling Coach	Matt Long	\$2,741.38

** Minor correction to the amount previously approved.

2. **CURRICULUM ASSISTANTS** for the 2023-2024 school year:

Area	Position	Name	Salary	Amount
High School	Mathematics	Caren Harold	A (100%)**	\$2,535.00

** Previously approved at 50%

3. **CHAPERONES** for the 2023-2024 school year:

- a. Sue Flack
- b. Brooke Best
- c. Emily Danko
- d. Diane Csekitz
- e. Briana Wolfgang
- f. Petra Marx-Abend
- g. Angela Traub
- h. Chris Bieler
- i. Frank Mercon
- j. Matt Austin
- k. Alicia Austin

VIII. ACTION ITEMS

- a. Motion to adopt the attached Accelerated Budget Opt-Out Resolution, as per the recommendation from the Finance Committee, certifying that the real estate tax rate will not increase by more than the index. ([Attachment B](#))

Motion to Approve - Judy Maginnis

Second Motion - Keith McCarrick

Vote - 7-0

IX. PUBLIC COMMENTS

Stephanie Uskuratis - bus driver concerns from 2015-2019 audit

Randy Bapst - thanked Board for all efforts and shared how parents can get involved

X. BOARD COMMENTS

Emily McCormick - request status update on Krise transportation based upon bus concerns shared during public comment

Student Representative Montes - Junior class is selling rally towels for \$5 each

XI. ADJOURNMENT time 7:41 pm

Motion to Adjourn Keith McCarrick

Second Emily McComick

Vote 7-0

Drew Bishop

FUTURE BOARD & COMMITTEE MEETINGS			
	DATE	TIME	LOCATION
Communication Committee Meeting	11/09/23	6:00 pm	Education Center
School Board Meeting	11/09/23	7:00 pm	Education Center
Finance Committee Meeting	11/20/23	6:00 pm	Education Center
Educational Programs & Services Committee Meeting	11/27/23	5:30 pm	Education Center
Reorganization Meeting (Monday)	12/04/23	7:00 pm	Education Center
Regular School Board Meeting	12/04/23	7:30 pm	Education Center