

**UPPER PERKIOMEN SCHOOL DISTRICT  
2229 East Buck Road  
Pennsburg PA 18073**

**January 11, 2018**

**CALL TO ORDER**

The regular meeting of the Board of School Directors of the Upper Perkiomen School District was called to order by President Dr. Kerry A. Drake, at 7:05 p.m. at the Upper Perkiomen Education Center.

The following Board members attended: Joan T. Smith, James C. Glackin, Judith Maginnis, Raeann B. Hofkin, Dr. Kerry A. Drake, Mike W. Elliott, Stephen L. Cunningham, Dr. John L. Farris, and Melanie R. Cunningham. Administration in attendance were: Alexis McGloin, EdD., Andrea Farina, EdD., Ashley Kitten, and Sandra M. Kassel. Others in attendance were: Kenneth A. Roos, Dyan Hipszer, Evan Hanney, Julian Brown, Karlee Fretz, Arif Fazil, Gene Dolloff, Labrea Huff, Hope Manion, Kaye Yurik, and Christine Schmoyer.

**BOARD PRESIDENT'S REPORT**

Dr. Drake thanked the public for attending the meetings and for the emails. Dr. Drake said that he had three topics to discuss from a Board Governance perspective. He said first was ethics and there was so much confusion on ethic rules that the solicitor would give a statement on ethic violations and protection of freedom of speech. Second was Board business, which he indicated the solicitor would also speak to. Dr. Drake further stated that the only official outlet for school news was the UPSD website or the UPSD Facebook page, no other avenues were official. Lastly, Dr. Drake talked about committees and said that it was the President's prerogative to appoint members to each committee. He said he considered the board member's personal interests and balanced the inclusion of different viewpoints when appointing members to a committee.

Dr. Drake asked the public to have patience with changes this term and requested they continue to attend meetings to be sure the best decisions would be made together.

**SUPERINTENDENT'S REPORT**

Dr. McGloin announced that there were some minor changes to the agenda from what was posted on-line.

Dr. McGloin explained the Opt-Out Resolution that was Action Item 1 on the agenda. If approved, the board would indicate that the maximum millage increase could not go above the adjusted rate established by the Act 1 index which for Upper Perkiomen was 2.9%. Dr. McGloin said the recommendation was based on the decrease in the PSERS adjustment this year and the money set aside for the middle school project to offset any large tax increases due to the bond issue. Dr. McGloin indicated she was expecting a better return on the bond issue, which was also on the agenda this evening.

Dr. McGloin announced that the district's Bond Counsel, had joined with a larger firm.

Dr. McGloin talked about the offsite walkway project and said a motion was on the agenda to exercise eminent domain. She stated the district would try and negotiate a settlement on all properties. Dr. McGloin indicated that meetings with property owners were scheduled for the following week.

Dr. McGloin proudly announced that two middle student groups from Upper Perkiomen qualified for the finals competition at the PETE&C Conference which would be held in Hershey in February.

**PRESENTATIONS/DISCUSSION**

A. School Board Appreciation Presentations –

Dr. McGloin announced that January was School Board Director Recognition Month. Dr. McGloin thanked the School Board members for all their time and effort and asked the public to thank the School Board Members if they got the opportunity.

Dr. McGloin announced that each Board member would receive a book that would be donated to one of the school libraries after the Board member read it. High School Student Council officers Evan Hanney - Student Council President, Julian Brown - Student Council Vice-President and Karlee Fretz - Student Council Secretary presented the books to the Board members.

**B. Construction Update – Arif Fazil, D’Huy Engineering**

Mr. Fazil spoke about the status of the middle school project. He explained how the previous month was challenging from a construction perspective and said that everyone was working diligently to get the project back on track. Mr. Fazil said that his company was focused on quality control, schedule, budget, safety and making sure the established criteria was met. He explained that there was some risk due to the delay and his group was working to regain control of the project.

Mr. Fazil explained the payment application process for contractors and discussed change orders.

**SOLICITOR’S REPORT/SUNSHINE ACT ANNOUNCEMENTS**

Mr. Roos announced that an Executive Session was held on December 19, 2017 to discuss possible litigation.

Mr. Roos spoke about the state ethics law with regard to school boards. He said the state ethics law applicable to public officials such as school board members, dealt with financial conflicts of interest. He continued to say the law does not apply to board member’s speech. Mr. Roos stated the board did not have the power to enforce the state ethics law, nor could they remove any members due to their speech. Mr. Roos talked about board business and how it is publicized. He said that Policy 901 spoke to the forms of communication in the district and that any other vehicle of communication was not sponsored by the district.

**APPROVAL OF AGENDA**

Motion by Mike W. Elliott, seconded by Stephen L. Cunningham, to approve the agenda as presented. Motion carried; all voted aye.

**COMMITTEE REPORTS**

- A. Special Education Committee – Dr. Kerry Drake  
Dr. Drake said there was no report.
- B. Facilities Committee – Melanie Cunningham  
Mrs. Cunningham announced that a meeting will be held January 16, 2018.
- C. Policy Committee – Joan Smith  
Mrs. Smith said there was no report.
- D. Board Communication Line – Mike Elliott  
Mr. Elliott reported that the comments received were disbursed to the board.
- E. Western Montgomery Career & Technology Center – James Glackin  
Mr. Glackin reported that the JOC met the previous week. He talked about some of the services and programs offered at the Western Center such as cosmetology, the automotive program and the community dinners held on the first Monday of each month.
- F. Montgomery County Intermediate Unit – Dr. Kerry Drake  
Dr. Drake indicated no meeting was held in December.
- I. Upper Perkiomen Education Foundation – Mike Elliott  
Mr. Elliott said interviews for Executive Director would be in February.

**PUBLIC COMMENT ON AGENDA ITEMS**

Dr. Kerry Drake read a statement regarding public comments.

Gene Dolloff, Upper Hanover Township, appreciated the overview of the committees and said the construction update was excellent. Mr. Dolloff had some questions about the committee's responsibilities and capabilities. He also asked about the renovations of the current middle school.

Labrea Huff, Upper Hanover Township, asked if committee members on the Facility committee would select which community member would participate in the meetings.

### **MINUTES**

A. Motion by John L. Farris, seconded by Raeann B. Hofkin, to approve the **Reorganization School Board Meeting Minutes of December 4, 2017**, the **Regular School Board Meeting Minutes of December 4, 2017**, and the **Special Board Meeting Minutes of December 19, 2017**. (Attachment A, B and C). VOTE: Smith – yes, Glackin – yes, Maginnis – yes, **Hofkin – no**, Drake – yes, Elliott – yes, S. Cunningham – yes, Farris – yes, M. Cunningham – yes. Motion carried.

### **OLD BUSINESS**

A. General Obligation Bond Motion of November 9, 2017 –

Sandy Kassel indicated there was a motion on the agenda for the general obligation bond sale. Mrs. Kassel asked the board to proceed with marketing and pricing. She indicated the parameters resolution needed to be passed to move forward with the bond sale as early as possible to get the best rates.

B. Increase to Architect's Hourly Rate and Reimbursable Expenses

Mr. Roos spoke about the basic services in the original contract, the occasional need for additional services and the rate increase for additional services.

### **PERSONNEL REPORT**

Motion by Raeann B. Hofkin, seconded by Melanie R. Cunningham, to approve the **Personnel Report as presented, with the exception of the Communication Specialist position:**

#### **A. RESIGNATIONS**

##### **1. ADMINISTRATIVE STAFF**

a. **Carol D. Giblin**, Assistant Director of Special Education, effective February 2, 2018, or sooner.

##### **2. SUPPORT STAFF**

b. **Steven J. Wisnieski**, Head Custodian at Marlborough Elementary School, effective December 6, 2017.

#### **B. APPOINTMENTS**

##### **1. ADMINISTRATION**

a. **Christine McCloskey**, Assistant Director of Special Education, effective date to be determined, to be hired subject to required employment history review, at \$106,000/year (prorated). Christine will be replacing Carol Giblin who resigned.

##### **2. PROFESSIONAL STAFF**

a. **Tamara E. Southerling**, School Psychologist at the Middle School, effective date to be determined, to be hired subject to required employment history review, at Master's +30, Step 4, \$69,429/year (prorated). Tamara will be replacing Jodi Landis who resigned.

b. **Jennifer L. Sands**, Long-Term Substitute Elementary Teacher at Marlborough Elementary School, effective approximately January 19, 2018, to be hired subject to required employment history review, at Bachelor's, Step 1, \$45,247/year (prorated). Jennifer will be replacing Nicole Hower who will be on leave.

**3. SUPPORT STAFF**

- a. **Sarah E. Benner**, Job Coach at the High School, effective January 2, 2018, to be hired subject to required employment history review, at \$11.75/hour, Step 1, per the Part-Time Support Agreement. This is a new position.
  - c. **Michelle M. Stinger**, Part Time Custodian at Marlborough Elementary School, effective date to be determined, to be hired subject to required employment history review, at \$11.90/hour, per the Maintenance and Custodial Staff Agreement. Michelle will be replacing Nicholas Herring who resigned.
4. **HOMEBOUND INSTRUCTOR/INSTRUCTION IN THE HOME**, effective for the 2017-2018 school year:
- a. Margaret Bowers
  - b. Brian Peoples
5. **SUPPLEMENTAL SALARY POSITIONS for the 2017-2018 school year:**

Area	Status	Position	Name	Salary	
TSA	Adjustment	Advisor – MS	Philip Grigonis (24%)	\$518.64	A
TSA	Adjustment	Advisor – MS	Cathy Bintliff (76%)	\$1,642.36	A
LEO Club	Adjustment	Advisor – MS	Kelly Cahoon (43%)	\$333.25	B
LEO Club	Appointment	Advisor – MS	Lisa Colapietro (57%)	\$552.33	A
Basketball	Appointment	Boys’ MS Asst Coach	Edward J. Gertsenzon*	\$2,499.00	B

\*subject to required employment history review

**C. CHANGE OF STATUS**

- 1. **Austin W. Bennett**, Summer Custodian to Substitute Custodian at Marlborough Elementary for up to 8 hours per day, effective December 11, 2017, through January 5, 2018.
- 2. **Joanna R. Cordero**, Paraprofessional to Job Coach at the High School, effective January 2, 2018.

**D. LEAVES OF ABSENCE**

- 1. **Jennifer M. Hart**, approve an extension to her FAMILY MEDICAL LEAVE of absence from approximately February 20, 2018, through approximately March 26, 2018.
- 2. **Joseph P. Mallon**, approve an extension to his FAMILY MEDICAL LEAVE of absence from December 5, 2017, through January 4, 2018, half days.
- 3. **Randy S. Reinhart**, approve a FAMILY MEDICAL LEAVE of absence from December 5, 2017, through December 12, 2017.

Motion carried; all voted aye.

Motion by Mike W. Elliott, seconded by Raeann B. Hofkin, to approve 3.b., **Nicole Gum, Communication Specialist for the District**, effective February 5, 2018, or sooner, to be hired subject to required employment history review, as per attached agreement (Attachment D). VOTE: Smith – yes, Glackin – yes, Maginnis – yes, Hofkin – yes, **Drake – no**, Elliott – yes, S. Cunningham – yes, Farris – yes, **M. Cunningham – no**. Motion carried.

**ACTION ITEMS**

- 1. Motion by Raeann B. Hofkin, seconded by Judith Maginnis, to **adopt the attached Accelerated Budget Opt-Out Resolution** certifying that the real estate tax rate will not increase by more than the index. (Attachment E). VOTE: Smith – yes, Glackin – yes, Maginnis – yes, Hofkin – yes, Drake – yes, Elliott – yes, S. Cunningham – yes, **Farris – no**, M. Cunningham – yes. Motion carried.

2. Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to **authorize the school district's financing team to proceed with marketing and pricing the General Obligation Bonds originally approved by Resolution dated November 9, 2017.** VOTE: Smith – yes, Glackin – yes, Maginnis – yes, **Hofkin – no**, Drake – yes, Elliott – yes, S. Cunningham – yes, Farris – yes, M. Cunningham – yes. Motion carried.
3. Motion by Judy Maginnis, seconded by John L. Farris, to **adopt the attached resolution authorizing acquisition and, if necessary, condemnation of certain portions of properties along Montgomery Avenue in Upper Hanover Township and Pennsburg Borough** for the installation and construction of walkways and stormwater management facilities to provide safe walking routes for students. (Attachment F). VOTE: Smith – yes, Glackin – yes, Maginnis – yes, **Hofkin – no, Drake – no**, Elliott – yes, S. Cunningham – yes, Farris – yes, **M. Cunningham – no.** Motion carried.
4. Motion by Raeann B. Hofkin, seconded by James C. Glackin, to approve **the following overnight trip:**
  1. Members of the **Upper Perkiomen High School Cheerleaders to compete in the NCA Senior & Junior High School National Cheerleading Championships**, January 26-29, 2018 in Dallas, Texas.Motion carried; all voted aye.
5. Motion by Stephen L. Cunningham, seconded by John L. Farris, to approve the following **Special Education motion:**
  1. Motion to approve **the Educational Settlement Agreement** between Upper Perkiomen School District and Student #241059. (*Attachment #1 – Board Only*)Motion carried; all voted aye.
6. Motion by John L. Farris, seconded by Raeann B. Hofkin, to approve **the following student expulsion:**
  1. Student #245256Motion carried; all voted aye.

### **BUSINESS REPORTS**

Motion by Mike W. Elliott, seconded by John L. Farris, to approve the **payment of bills, in the amount of \$1,094,024.91 from the General Fund and in the amount of \$235,350.55 from the Capital Funds.** Motion carried; all voted aye.

Motion by Stephen L. Cunningham, seconded by John L. Farris, to approve **the Per Capita Exonerations as listed.** Motion carried; all voted aye.

### **NEW FOLLOW UP ITEMS**

Raeann Hofkin asked if the Climate Survey results and the Personalized Learning Plan review would be presented at a Workshop.

Judy Maginnis asked when the 2018 Workshop meeting dates would be decided.

### **PUBLIC COMMENTS**

Hope Manion, Hereford Township, thanked the board along with many audience members holding thank you signs. She also spoke about posts on social media and said everyone should make sure that everything they said was nice.

Kaye Yurik, Marlborough Township, asked for some clarification on items she had heard in public about what was going to be included in the new middle school construction project.

Christine Schmoyer, Pennsburg, questioned the length of time the public was given to speak.

Labrea Huff, Upper Hanover Township, asked the current board to cooperate in moving forward with the middle school project to avoid any more delays.

### **BOARD COMMENTS**

James Glackin commended the student council for the tremendous effort they put forth and the outstanding job they did in selecting the books that were presented to the Board members.

Raeann Hofkin said she was speaking to the community as a whole. She talked about the legality of the vote to restart the middle school project and explained why nothing more was being done to stop the project. She said everyone needed to move forward.

John Farris asked if Mr. Roos could respond to the statement about the legality of the middle school vote and also asked if a question and answer section for the new middle school was still on the website.

Mike Elliott, said that everyone could disagree but still work together and move forward.

Melanie Cunningham spoke about the middle school project being restarted. She addressed things that were said in the public about her capabilities in running the facilities committee and said the whole community needed to move forward.

### **ADJOURNMENT**

Motion by Stephen L. Cunningham, seconded by John L. Farris that **the meeting be adjourned at 9:00 p.m.** Motion carried; all voted aye.

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Sandra M. Kassel, Board Secretary