

UPPER PERKIOMEN SCHOOL DISTRICT
2229 East Buck Road
Pennsburg PA 18073

November 9, 2017

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. John L. Farris, at 7:00 p.m. in the Upper Perkiomen School District Education Center.

The following Board members attended: Mike W. Elliott, Raeann B. Hofkin, Wilfred E. Pike, Joan T. Smith, Dr. John L. Farris, John L. Gehman, Jonathan A. Warren, and Dr. Kerry A. Drake. Administration in attendance were: Alexis McGloin, EdD., Andrea Farina, EdD., Ashley Kitten, and Sandra M. Kassel. Others in attendance were: Ken Roos, Jonathan Cox, John Frey, Dyan Hipszer, Eileen Dutcher, Linda Tschoepe, Sean MacBain, Elizabeth Biechy, Carol Stoudt, Colby Latshaw, Elizabeth Landes, Kira Sell, Ahnyah Rumrill, Alicia Miller, Lindsey Danasko, Emmanuel Garcia, James Glackin, Keith McCarrick, Steven Cunningham, Melanie Cunningham, Michelle Shive, Carol Elias, Mark Mancini, John Walsh, Maggie Buckwalter, Colleen Dunlap, Joseph Van Wagner, and Keith McCarrick.

ANNOUNCEMENTS

Dr. McGloin read a statement from Kimberly Baccari, a board member who resigned, expressing her thanks and well wishes to administration, staff and board members.

Dr. Farris announced that action may be taken on the replacement of the board member position that evening.

SUPERINTENDENT'S REPORT

Dr. McGloin spoke about the agenda action item to share the cost of a traffic study with East Greenville Borough at Jefferson Street and W. Sixth Street. She explained that there was a need for the location to be a school zone. Dr. McGloin said for that to occur a traffic study needed to be completed. East Greenville approved payment for half of the study and Dr. McGloin asked the board to approve the remaining cost.

Dr. McGloin expressed her thanks and appreciation to Will Pike, Jonathan Warren and John Gehman for their hard work and countless hours dedicated to the board and the school district.

SOLICITOR'S REPORT

Mr. Roos announced that an Executive Session was held on October 12, 2017 after the board meeting to discuss litigation and confidential student matters. Mr. Roos spoke about changes to the school code that were recently signed into law.

PRESENTATIONS/DISCUSSION

A. 2017 Distinguished Service Recognitions

1. **EILEEN K. DUTCHER** – Hereford Elementary School
Student Artist - Colby Latshaw, Elizabeth Landes, and Kira Sell, Grade 5
2. **LINDA C. TSCHOEPE** – Marlborough Elementary School
Student Artist - Ahnyah Rumrill, Grade 5
3. **SEAN M. MACBAIN** – Upper Perkiomen Middle School
Student Artist – Alicia Miller, Grade 8
4. **ELIZABETH A. BIECHY** – Upper Perkiomen High School
Student Artist - Lindsey Danasko, Grade 12
5. **CAROL A. STOUDT** – Upper Perkiomen Education Center
Student Artist - Emmanuel Garcia, Grade 8

Dr. McGloin and Dr. Farris presented the honorees with artwork and shared their background, many accomplishments and achievements that contributed to the individuals receiving this award. The recipients expressed their thanks and fond memories of their time in Upper Perkiomen.

B. SUSAN COFFEY – Hereford Elementary School

Dr. McGloin recognized Susan Coffey for receiving the 2016-17 Exemplary Teacher Award from the Montgomery County Science Teachers Association.

President Farris called for a five minute recess at 7:45 p.m., the meeting reconvened at 7:50 p.m.

PUBLIC COMMENTS ON AGENDA ITEMS

Dr. John Farris read a statement regarding public comments.

James Glackin, Marlborough Township asked how the vacant board member position would be filled.

Keith McCarrick, Pennsburg asked if Action Items G and H would be tabled based on the recent election.

Steven Cunningham, Hereford Township said he felt that there should be a 60 day stay on the bond issuance and a pause on the project.

Melanie Cunningham, Upper Hanover Township said she felt there should be a motion for a 60 day pause on the project.

Dr. McGloin, Sandy Kassel and Ken Roos responded.

COMMITTEE REPORTS

A. Facilities Committee – Will Pike

Mr. Pike reported that Action Items F and G involved facilities.

B. Special Education Committee – Dr. Kerry Drake

Dr. Drake stated that the video from the October Workshop was on the website.

C. Policy Committee – Joan Smith

Mrs. Smith said policies were going to be voted on later in the meeting.

D. Board Communication Line – Mike Elliott

Mr. Elliott reported no new news.

E. Western Montgomery Career & Technology Center – John Gehman

Mr. Gehman announced Western Center events at the Western Center. He also stated that the culinary department was planning to open for more lunches. Mr. Gehman explained that all departments at the Western Center were involved in working on a tiny house up for auction.

F. Montgomery County Intermediate Unit – Dr. Kerry Drake

Dr. Drake said the October meeting was cancelled.

G. Legislative Liaison –

H. Upper Perkiomen Regional Planning Commission –

I. Upper Perkiomen Education Foundation – Mike Elliott

Mr. Elliott thanked Kimberly Baccari for her interest and efforts with the foundation.

MINUTES

A. Motion by Kerry A. Drake, seconded by Joan T. Smith, to approve the **Regular School Board Meeting Minutes of October 12, 2017**. (Attachment A). VOTE: Elliott – yes, Hofkin – no, Pike – yes, Smith – yes, Farris – yes, Gehman – yes, Warren – yes, Drake – yes. Motion carried.

BOARD RESIGNATION

A. **KIMBERLY A. BACCARI**, School Board Director, effective November 6, 2017.

Motion by Wilfred E. Pike, seconded by Joan T. Smith, to approve **the resignation of Kimberly A. Baccari as School Board Director**. Motion carried; all voted aye.

The Board discussed how they would fill the board vacancy. Mrs. Hofkin, Mr. Elliott and Mr. Drake said they would like to advertise and interview potential candidates before selecting. Mr. Gehman said he thought the board should appoint someone at the meeting.

Motion by Wilfred E. Pike, seconded by Jonathan A. Warren, to **nominate Judy Maginnis to fill the vacancy of school director**.

Motion by Raeann B. Hofkin, seconded by Kerry A. Drake, to **table the motion of nominating Judy Maginnis to fill the vacancy of school director**. ROLL CALL VOTE: Elliott – yes, Hofkin – yes, Pike – no, Smith – no, Farris – no, Gehman – no, Warren – no, Drake – yes. Motion failed.

Motion by Jonathan A. Warren, seconded by Raeann B. Hofkin to **hold a special meeting in two weeks and go through an interview process**.

Motion by Mike W. Elliott, seconded by Kerry A Drake, to **amend the motion to read** that a special meeting will be held on November 21, 2017 at 7:00 pm to interview applicants for the vacant school board position and to vote on the filling of the vacancy of the unexpired term of Kimberly Baccari. The process to select applicants to be interviewed will be to solicit applications by the district website and any other means that can reasonably be accomplished as soon as possible. The advertisement will ask the applicants to submit their information and why they feel they are qualified. The applicants will be notified that the meeting will be held on November 21, 2017 at 7:00 pm. The applications will be collected and disseminated to the school board by the board secretary. The board will have 24-36 hours to respond with who they want interviewed. All board members will agree that they are not going to ask for more than three applicants to be interviewed, and that any person who is selected by four or more board members to be interviewed will be interviewed unless that causes the number to exceed ten. If five or less applications are received all candidates will be interviewed. The materials for the application will be the same as what was used for when Mr. Elliott was appointed. Motion carried all voted aye.

Motion by Mike W. Elliott, seconded by Raeann B. Hofkin **that a special meeting will be held on November 21, 2017 at 7:00 pm to interview applicants for the vacant school board position and to vote on the filling of the vacancy of the unexpired term of Kimberly Baccari. The process to select applicants to be interviewed will be to solicit applications by the district website and any other means that can reasonably be accomplished as soon as possible. The advertisement will ask the applicants to submit their information and why they feel they are qualified. The applicants will be notified that the meeting will be held on November 21, 2017 at 7:00 pm. The applications will be collected and disseminated to the school board by the board secretary.**

The board will have 24-36 hours to respond with who they want interviewed. All board members will agree that they are not going to ask for more than three applicants to be interviewed, and that any person who is selected by four or more board members to be interviewed will be interviewed unless that causes the number to exceed ten. If five or less applications are received all candidates will be interviewed. The materials for the application will be the same as what was used for when Mr. Elliott was appointed. VOTE: Elliott – yes, Hofkin – yes, Pike – yes, Smith – yes, Farris – no, Gehman – no, Warren – yes, Drake – yes. Motion carried.

Motion by Kerry A. Drake, seconded by Wilfred E. Pike, to waive the limitations on remote access for the meeting being held on November 21, 2017. Motion carried; all voted aye.

PERSONNEL REPORT

Motion by Jonathan A. Warren, seconded by Wilfred E. Pike, to approve the **Personnel Report as presented:**

A. RESIGNATIONS

1. ADMINISTRATIVE STAFF

a. **Jeffrey P. Fries**, Middle School Principal, effective date to be determined.

2. PROFESSIONAL STAFF

a. **Kelly J. Cahoon**, English Language Arts Teacher at the Middle School, effective December 22, 2017 or sooner.

3. SUPPORT STAFF

a. **Rebecca J. Rudolph**, Food Service Staff Member at the Western Center, effective October 31, 2017.

b. **Mary P. Shermer**, Personal Care Assistant at the Middle School, effective November 3, 2017.

B. APPOINTMENTS

1. SUPPORT STAFF

a. **Kerron A. Wilson**, Food Service Staff Member at Hereford Elementary School, effective October 30, 2017, to be hired subject to required employment history review, at \$9.50/hour, Step 1, per the Food Service Staff Agreement. Kerron will be replacing Eileen Zoltowski who resigned.

2. LONG TERM SUBSTITUTE PROFESSIONAL STAFF

a. **Stacie M. Stoops**, Long Term Substitute Math Teacher, effective approximately November 07, 2017, through the remainder of the 2017-2018 school year, to be hired subject to required employment history review. Stacie will be substituting for Meredith Wickard who will be on a leave.

3. PROFESSIONAL STAFF, mentor assignments for 2017-2018 school year at \$500 per year, per mentee:

a. **Joan Adducie**

b. **Angela Spinozzi** (replacing Jodi Landis)

4. SUPPLEMENTAL SALARY POSITION ADJUSTMENTS for the 2017-2018 school year:

Area	Status	Position	Name	Salary
Curriculum Assistant	Adjustment (50% to 100%)	Special Education – MS	Jennifer Hart	A - \$1,275
LEO Club Advisor	Resignation	Advisor – MS	Kelly Cahoon	Prorated

5. SUPPLEMENTAL SALARY POSITIONS for the 2017-2018 school year:

Area	Position	Name	Salary	
Performance	Drama/Musical – MS Asst.	Joann Broney	B	\$959
		Judith Rinehart	A	\$1,199
		Martin O’Connor	A	\$1,199
Boys’ Basketball	Varsity HS Coach	Jared Krupp	A	\$8,435
	Assistant HS Coach	Todd Swenk	A	\$5,059
	MS Assistant Coach	Christopher Lonergan	A	\$3,123
Girls' Basketball	Varsity HS Coach	Gregory Swavely	A	\$8,435
	Assistant HS Coach	Kathryne Vetter	A	\$5,059
	MS Assistant Coach	Jessica Spano	A	\$3,123
	MS Assistant Coach	Valerie Janton	A	\$3,123
Swimming	Varsity Coach	Brien Kalnoski	A	\$7,409
	Assistant Coach	Caitlin Warren	A	\$3,053
Wrestling	MS Coach	David Hartung	A	\$4,220

6. ATHLETIC DEPARTMENT WORKERS: Positions include announcers, scorers, ticket sellers, timers and starters:

- a. David Thomas

C. CHANGE OF STATUS

- 1. **Lisset Y. Correa**, from Paraprofessional at Hereford Elementary to Personal Care Assistant at the Middle School, effective November 3, 2017.

D. LEAVE OF ABSENCE

- 1. **Jayme G. Keiser**, approve a FAMILY MEDICAL LEAVE of absence from October 30, 2017, through approximately December 22, 2017.
- 2. **Diana E. Zimpfer**, approve a FAMILY MEDICAL LEAVE of absence from January 02, 2018, through January 11, 2018.

Motion carried; all voted aye.

ACTION ITEMS

- A. Motion by Jonathan A. Warren, seconded by Joan T. Smith, to approve the **following Overnight Trip:**

- 1. Motion to approve the High School Music Department to participate in the Chicago, Windy City High School Music Festival April 5-8, 2018, in Chicago, Illinois.

Motion carried; all voted aye.

- B. Motion by Joan T. Smith, seconded by John L. Farris, to approve **the following Policy & Administrative Regulations adoptions and/or revisions:** (Attachment B)

- 1. No. 121.2 & AR – Foreign Study-Travel Programs
- 2. No. 246 & AR– Student Wellness
- 3. No. 405 – Employment of Professional Employees
- 4. No. 505 – Employment of Substitute & Short-Term Employees

Motion by Kerry A. Drake, seconded by Raeann B. Hofkin, to **amend the motion to vote on policies two and three together, and policies one and four together**. VOTE: Elliott – no, Hofkin – yes, Pike – yes, Smith – yes, Farris – yes, Gehman – no, Warren – yes, Drake – yes. Motion carried.

Motion by Raeann B. Hofkin, seconded by Wilfred E. Pike, to approve **Policy & Administrative Regulations adoptions and/or revisions 2) and 3)**: (Attachment B)

2. No. 246 & AR– Student Wellness
3. No. 405 – Employment of Professional Employees

Motion carried; all voted aye.

Motion by Jonathan A. Warren, seconded by John L. Gehman, to approve **Policy & Administrative Regulations adoptions and/or revisions 1) and 4)**: (Attachment B)

1. No. 121.2 & AR – Foreign Study-Travel Programs
4. No. 505 – Employment of Substitute & Short-Term Employees

VOTE: Elliott – yes, Hofkin – yes, Pike – yes, Smith – yes, Farris – yes, Gehman – yes, Warren – yes, **Drake – no**. Motion carried.

C. Motion by Jonathan A. Warren, seconded by John L. Gehman, to approve **the following Policy Retirement** – (Attachment C)

- i) No. 327 – Management Team

Motion carried; all voted aye.

Motion by Raeann B. Hofkin, seconded by Jonathan A. Warren, to approve **Action Items D and E**:

- D. Approve **sale of a 2004 Ford F-350 4 x 4 truck chassis** VIN# 1FDWF37P14ED45281 through Ebay.
- E. Approve **the electric generation purchasing agreement with Constellation NewEnergy** for the price of \$0.03260 per KWh for the period July 2, 2019 through July 21, 2021. (Attachment D)

Motion carried; all voted aye.

F. Motion by Wilfred E. Pike, seconded by Joan T. Smith, to approve **the adoption of the Resolution as presented by Bond Counsel**, authorizing the issuance of the General Obligation Bonds, Series of 2018, to provide funds for the acquisition, design, construction and furnishings of a new Middle School building and to pay all related costs, fees and expenses. (Attachment E)

John Frey from PFM spoke about the bond issue and explained the process. Mr. Frey talked about the parameters and the timeline.

Motion by Raeann B. Hofkin, seconded by Kerry A. Drake, to **pause the construction project for 60 days**.

Dr. Farris called for a recess to an Executive Session at 9:10 pm.
The meeting reconvened at 9:25 pm.

Dr. Farris asked Mr. Roos to clarify the motion on the floor, Mr. Roos said he understood the motion to say to suspend construction of the new middle school, which would mean to notify the four prime contractors to halt work at least on a temporary basis, to not order any additional supplies, cancel what had already been ordered and for the contractors to try anything they could to mitigate any costs to them, and to not move forward with the bond issue. Mr. Roos wanted it to be clear that the time period could always be changed.

Motion by Raeann B. Hofkin, seconded by Kerry A. Drake, **to suspend construction of the new middle school, which would mean to notify the four prime contractors to halt work at least on a temporary basis, to not order any additional supplies, cancel what had already been ordered and for the contractors to try anything they could to mitigate any costs to them, and to not move forward with the bond issue.** ROLL CALL VOTE: VOTE: Elliott – yes, Hofkin – yes, Pike – no, Smith – no, Farris – no, Gehman – no, Warren – no, Drake – yes. Motion failed.

Motion by Wilfred E. Pike, seconded by Joan T. Smith, to approve **the adoption of the Resolution as presented by Bond Counsel**, authorizing the issuance of the General Obligation Bonds, Series of 2018, to provide funds for the acquisition, design, construction and furnishings of a new Middle School building and to pay all related costs, fees and expenses. (Attachment E). VOTE: **Elliott – no, Hofkin – no**, Pike – yes, Smith – yes, Farris – yes, Gehman – yes, Warren – yes, **Drake – no**. Motion carried.

G. Motion by Jonathan A. Warren, seconded by John L. Gehman, to approve **for submission to the Pennsylvania Department of Education PlanCon Part H: Project Financing documents** for the Series A of 2016 (Attachment F) and the Series of 2017 (Attachment G) for the Upper Perkiomen School District, Upper Perkiomen Middle School Project #3881. VOTE: **Elliott – no, Hofkin – no**, Pike – yes, Smith – yes, Farris – yes, Gehman – yes, Warren – yes, **Drake – no**. Motion carried.

H. Motion by Jonathan A. Warren, seconded by John L. Gehman, to approve **paying one-half of the traffic study on Jefferson Street and West Sixth Street**, up to an amount of \$2,500. Motion carried; all voted aye.

BUSINESS REPORTS

Motion by Jonathan A. Warren, seconded by John L. Gehman, to approve the **payment of bills, in the amount of \$822,638.00 from the General Fund**. Motion carried; all voted aye.

Motion by Jonathan A. Warren, seconded by John L. Farris, to approve **the payment of Expenditures from the Capital Projects Account in the amount of \$192,931.39**. Motion carried; all voted aye.

Motion by Jonathan A. Warren, seconded by John L. Gehman, to **approve the payment of Expenditures from the Capital Reserve Account in the amount of \$43,615.00**. Motion carried; all voted aye.

Motion by Jonathan A. Warren, seconded by Raeann B. Hofkin, to approve **the Per Capita Exonerations as listed**. Motion carried; all voted aye.

PUBLIC COMMENTS

Michelle Shive, Marlborough Township, said that she felt a public referendum, a community survey, and the middle school tour should have been done in the beginning of the building process.

Carol Elias, Red Hill and Marlborough Elementary school teacher spoke on behalf of the UPEA, and thanked the outgoing board members for their dedicated service on their past term and stated the teachers were sorry to see them go.

Mark Mancini, Hereford Township, spoke about referendums and his taxes.

John Walsh, Palm, said that everyone had an opinion and were entitled to it. He stated he would like to see concentration on education.

Maggie Buckwalter, Upper Hanover, thanked current board members and ones who were willing to run. She said that education was the most important thing and building a new middle school was an integral part of education and advanced facilities were needed.

Colleen Dunlap, Red Hill, thanked the board for their hard work and for enduring remarks made to them. Mrs. Dunlap said she was hopeful for a good start to 2018.

Joseph Van Wagner, Upper Hanover, spoke about the community's money and was not in favor of the new middle school.

Keith McCarrick, Pennsburg, felt the project should have been paused already.

BOARD COMMENTS

Jonathan Warren spoke about the accomplishments over his four years on the board, such as the technology improvements, the new server, the 1:1 initiative, and the focus on curriculum and instruction and the focus on data. Mr. Warren said he was very proud of the changes and challenged the new board members to make as many or more improvements.

Will Pike congratulated the new board members and expressed how it was very different and challenging when on the board. He said he hoped the board would find it worthwhile to continue with the new middle school. Mr. Pike thanked everyone who voted. He went on to thank all staff for the experiences he had while on the board. He said it was a labor of love and was happy with the areas that had been improved. Mr. Pike thanked Dr. McGloin and all his fellow board members, he wished the new board members good luck.

John Gehman spoke about his experiences in his twenty years of being on the board. Mr. Gehman said how he found his time on the board personally rewarding and he thanked everyone for giving him the opportunity. He also thanked the staff and Superintendent.

Kerry Drake said it was a pleasure serving with the board members who are leaving and wished them well. Dr. Drake thanked everyone who came out to vote and spoke about his experience during the election. He thanked the public for coming to the meetings and their deep interest in the community.

Mike Elliott spoke about the board working together. He said he believed everyone wanted what was best for the community. He thanked Will Pike, John Gehman and Jon Warren for all their hard work. Mr. Elliott was hopeful that the board would continue to work together to accomplish great things.

John Farris congratulated the new board members and said he was looking forward to working together. Dr. Farris thanked Will Pike, John Gehman and Jon Warren for all of their help and support.

ADJOURNMENT

Motion by Jonathan A. Warren, seconded by Mike W. Elliott that **the meeting be adjourned at 10:15 p.m.** Motion carried; all voted aye.

Sandra M. Kassel, Board Secretary