

Upper Perkiomen School District
Board Meeting Minutes
January 11, 2024 - 7:00 p.m.
Education Center

I. CALL TO ORDER Time: 7:00pm

A. Roll Call

Emily McCormick, Trina Schaarschmidt, Keith McCarrick, Sarah Bieber, Melanie Cunningham, Peg Pennepacker, Elizabeth Fluckey, JP Prego and Leah Cianfrani

B. Introductions of Staff

Drew Bishop, Georgiann Fisher, Dr. Andrea Farina, Dr. Allyn J. Roche, Megan Moyer
Others in attendance: Kyle Somers, Rachel Landis, Christopher Montes

II. BOARD PRESIDENT'S REPORT

- Happy New Year

III. SUPERINTENDENT'S REPORT

- Happy New Year
- Highlights from each building from December into January
- High School and Middle School Winter Concerts
- Kindness Challenge January 22 - 26
- Kindergarten registration is now open
- Community Conversations continue January 25, February 22, and March 28
- Winter weather updates, Thank you to Krise transportation and our Facilities and Custodial teams

IV. STUDENT REPRESENTATIVE TO THE BOARD REPORT

- The first Girls wrestling match was held on January 10
- School closed January 15th for Martin Luther King Jr. Day
- Midterms and finals January 18 - 23
- January 24th is the first day of the 3rd quarter
- January 26 early dismissal

V. SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

- Executive Session immediately prior to Board meeting for potential litigation regarding injury and personnel for an administrative position
- Reviewed public comment opportunities/process

VI. PRESENTATIONS/DISCUSSION

A. School Board Director Recognition Month

- Dr. Roche acknowledged all Board members and thanked them for their service

B. Acknowledgment of the appointment by the Superintendent of Mr. Rodney Blake as the School Safety and Security Coordinator for the District, effective January 12, 2024.

VII. PUBLIC COMMENTS ON ACTION ITEMS

- Mike Long (Upper Hanover) - Action Item E - Not in favor of the Board approving the item

VIII. APPROVAL OF AGENDA

Motion to approve - Keith McCarrick

Second Motion - JP Prego

Vote - 9-0

IX. APPROVAL OF MINUTES

- A. Motion to approve the December 4, 2023 Reorganization and Regular School Board Meeting Minutes ([Attachment A](#))

Motion to Approve - Keith McCarrick

Second Motion - Emily McCormick

Vote - 9-0

X. OLD BUSINESS**XI. NEW BUSINESS****A. PERSONNEL REPORT****i) RETIREMENTS**

- (1) **Dr. Robert Carpenter**, High School Principal, submitted his intent to retire from the district, effective February 16, 2024.
- (2) **Lorie Seimes**, Paraprofessional, submitted her intent to retire from the district at the end of the 2023-2024 school year.
- (3) **Kyle Mirth**, 5th Grade Teacher, submitted his intent to retire from the district at the end of the 2023-2024 school year.
- (4) **Maria Conway**, Art Teacher, submitted her intent to retire at the end of the 2023-2024 school year.

ii) RESIGNATIONS

- (1) **Bartholomew Guerrero**, Full-Time Custodian, resigned his position from the district, effective December 4, 2023.
- (2) **Nicole Fazio**, Speech and Language Therapist resigned her position from the district effective March 4, 2024.
- (3) **Patricia Brennan-Bortz**, Part-Time Custodian, resigned her position from the district, effective January 22, 2024.

iii) APPOINTMENTS**(1) PROFESSIONAL**

- (a) **Elizabeth Maryott**, Long Term Substitute High School Math Teacher, to be hired effective December 19, 2023 through the end of the 2023-2024

school year, subject to review of employee history and required clearances at Bachelor's, Step 1 for the 2023-2024 school year.

- (b) **Diane Grandizio**, existing staff as Long Term Substitute High School Business Teacher, beginning January 24, 2024 through the end of the 2023-2024 school year.
- (c) **Betty White**, Part-time, Long Term Substitute High School Business Teacher, beginning January 24, 2024 through the end of the 2023-2024 school year.

(2) **SUPPORT STAFF**

- (a) **Angela Rogers**, Cafeteria/Playground Aide at Hereford Elementary School, to be hired, subject to review of the employee history and required clearances at \$11.25/hour for the 2023-2024 school year.
- (b) **Maria Lanza**, Cafeteria/Playground Aide at Hereford Elementary School, to be hired, subject to review of the employee history and required clearances at \$11.25/hour for the 2023-2024 school year.

(3) **SUPPLEMENTAL POSITIONS**

- (a) **ADVISORS/ COACHES** for the 2023-2024 school year:

Area	Position	Name	Salary
High School	HS Baseball Assistant Coach	Dave Pierce	\$1,898.65 (50%)
High School	HS Baseball Assistant Coach	Joe Dulin	\$1,898.65 (50%)
High School	Winter Game Manager	Dean Sullivan	\$875.00 (50%)
High School	Winter Game Manager	John Brittain	\$875.00 (50%)
High School	HS Track and Field Asst. Coach	Ryan Stackhouse	\$3,797.30
Middle School	MS Softball Head Coach	Lou Forte	\$2,921.00
Middle School	Assistant Drama Club Director	Mary Wietecha	\$1,200.00

Area	Role	Name	Schedule	Amount
Photojournalism Club (4th/5th Gr. Center)	Advisor	Kelly Rorvik	B	\$696.00*

*previously approved at 50%

- (b) **EVENT WORKER** for 2023-2024

- (i) Lou Forte
- (ii) Julie Kelly

- (c) **HOMEBOUND INSTRUCTOR** for 2023-2024
 - (i) Dana Braun

iv) **LEAVES OF ABSENCE**

- (1) **Jamye Brien**, approve Family and Medical Leave beginning December 7, 2023 until January 2, 2024 .
- (2) **John Soffa**, approve Family and Medical Leave beginning on November 13, 2023 through February 13, 2024.
- (3) **Patricia Keller**, approve Family and Medical Leave beginning on January 22, 2024 through March 22, 2024.
- (4) **Judy Mendez**, approve an unpaid extension to Family and Medical/Maternity leave from January 9, 2024 through the end of the 2023-2024 school year.
- (5) **Jessie Hedrick**, approve Family and Medical Leave, beginning January 10, 2024 for up to two weeks, as needed.
- (6) **Brianna Martinez**, approve Maternity Leave, expected to commence on April 6, 2024 and continue for 6-8 weeks, Family and Medical Leave to continue through September 8, 2024.
- (7) **Rachael Dishman**, approve Maternity Leave, expected to commence on May 23, 2024 for 6-8 weeks, Family and Medical Leave to continue through October 25, 2024.
- (8) **Debbie Altomare**, approve Family and Medical Leave beginning February 29, 2024, for up to 12 weeks, as needed through May 28, 2024.

Motion to approve in entirety - Keith McCarrick

Second Motion – JP Prego

Vote - 9-0

XII. ACTION ITEMS

- A. Motion to approve the appointment of Leah Cianfrani to serve as the MCIU Board Representative for Upper Perkiomen School District and finish an unexpired term until June 30, 2024.
 - Motion to approve - JP Prego**
 - Second Motion - Keith McCarrick**
 - Vote - 9-0**
- B. Motion to approve a Waiver of Formal Hearing for a student whose file is in the Office of the Superintendent.
 - Motion to approve - Keith McCarrick**
 - Second Motion - Trina Schaarschmidt**
 - Vote 9-0**
- C. High School Overnight Trip:

- i) Motion to approve members of the High School Music Department to participate in the New England Music Festival, April 25-28, 2024, held in Boston, Massachusetts.

Motion to approve - Emily McCormick

Second Motion - Trina Schaarschmidt

Vote - 9-0

- D. Motion to approve the following Board Policy & Administrative Regulations Retire, Repeal, Replacements & Adoptions

- i) [Policy No. 251](#) - Homeless Students (Repeal)
- ii) [Policy No. 251](#) - Students Experiencing Homelessness, Foster Care and Other Educational Instability (Replacement)
- iii) [Policy No. 603](#) & [AR](#) Budget Preparation & Adoption (Repeal)
- iv) [Policy No. 603](#) - Budget Preparation (Replacement)
- v) [Policy No. 604](#) - Budget Adoption (New)
- vi) [Policy No. 605](#) - Tax Levy (Repeal)
- vii) [Policy No. 605](#) - Tax Levy (Replacement)
- viii) [Policy No. 606](#) - Tax Collection (Repeal)
- ix) [Policy No. 606](#) - Tax Collection (Replacement)
- x) [Policy No. 607](#) - Tuition Income (Repeal)
- xi) [Policy No. 607](#) - Tuition Income (Replacement)
- xii) [Policy No. 607.1](#) - Tuition Income of District Special Education (Retire)
- xiii) [Policy No. 608](#) - Bank Accounts (Repeal)
- xiv) [Policy No. 608](#) - Bank Accounts (Replacement)
- xv) [Policy No. 609](#) - Investment of District Funds (Repeal)
- xvi) [Policy No. 609](#) - Investment of District Funds (Replacement)
- xvii) [Policy No. 613](#) - Cooperative Financing (Repeal)
- xviii) [Policy No. 613](#) - Cooperative Purchases (Replacement)

Motion to approve - Keith McCarrick

Second Motion - JP Prego

Vote - 9-0

- E. Motion to approve a six-month membership to the Delaware Valley Consortia for Equity and Excellence (DVCEE) in conjunction with UPENN in the amount of \$6,000 for staff professional development workshops and seminars, select student participation in a Student Leadership Institute and other support in the area of diversity, equity, inclusion and belonging. ([Attachment B](#))

Motion to approve - Keith McCarrick

Second Motion - JP Prego

Board discussion occurred

Roll Call - McCormick - Y, Schaarschmidt - N, McCarrick - Y, Bieber - N, Cunningham - Y, Pennepacker - Y, Fluckey - N, Prego - Y, Cianfrani - Y

Vote 6-3

- F. Motion to approve an Addendum to the Agreement between Upper Perkiomen School District and ESS Northeast, LLC for the services of substitute teachers and staff.

([Attachment C](#))

Motion to approve - Keith McCarrick

Second Motion - Trina Schaarschmidt

Vote - 9-0

- G. Motion to approve the following Krise Staff for 2023-2024:

- i) Trisha Neal

Motion to approve - Keith McCarrick

Second Motion - Trina Schaarschmidt

Vote - 9-0

XIII. FINANCIAL REPORTS ([Attachment D](#))

- A. Operating Reports - November/December 2023

- i) Budget to Actual Summary
- ii) Budget to Actual Detail
- iii) Revenue Summary
- iv) Expenditure Summary

- B. Cash Reports - November/December 2023

- i) Cash Balance Summary

- C. Payroll - November/December 2023

- D. Cafeteria - November/December 2023

- E. Bills

- i) General Funds Expenditures
- ii) Capital Reserve Projects Fund Expenditures

Motion to approve - Keith McCarrick

Second Motion - JP Prego

Vote - 9-0

XIV. NEW FOLLOW UP ITEMS

None

XV. PUBLIC COMMENTS

- Mike Long (Upper Hanover) - Thanked Dr. Carpenter for his service
- Maggie Buckwalter (Upper Hanover) - Asked for continued Board support for Marching Band, Potential of truck rental for equipment, Support for DEI
- Eric Lajuenesse (Pennsburg) - Per Capita tax issues
- Christina Brathwaite (Pennsburg) - Support for DEI
- Aubrey Yaroschak (Student) - Spoke in support of class materials
- Jase Bastone (Student) - Spoke in support of class materials

XVI. BOARD COMMENTS

- Peg Pennepacker - Great girls wrestling match, encouraged everyone to attend Upper Perk sporting events
- Keith McCarrick - Great girls wrestling match

XVII. ADJOURNMENT Time: 7:44 p.m.

Motion to approve - Keith McCarrick

Second Motion - Trina Schaarschmidt

Vote - 9-0

FUTURE BOARD & COMMITTEE MEETINGS			
Educational Programs & Services Committee Meeting	01/18/24	5:30 pm	Education Center
Policy Committee	01/22/24	5:00 pm	Education Center
Finance Committee	01/22/24	6:00 pm	Education Center
Communication Committee	01/25/24	6:00 pm	Education Center
School Board Workshop	01/25/24	7:00 pm	Education Center
Extracurricular Committee	01/29/24	6:00 pm	Education Center
Facilities Committee	01/29/24	7:00 pm	Education Center
School Board Meeting	02/08/24	7:00 pm	Education Center

The Upper Perkiomen Board of School Directors appreciates your interest in and support for the students and their school experience.