

**Upper Perkiomen School District
Board Meeting
Minutes
February 9, 2023 - 7:00 p.m.
Minutes**

CODE OF ETHICS

The Board of School Directors agrees to:

- Welcome and encourage participation and cooperation by all
- Work with constituents in a spirit of harmony
- Base decision on the facts, vote our honest convictions, and be unswayed by partisan bias
- Devote time, thought, and study to our duties and responsibilities
- Resist any temptation or outside pressure to use our position to benefit ourselves
- Understand and evaluate the educational program and plan for school operations
- Provide oversight to the business of the School District, establish policies, and vest administration in the Superintendent of Schools
- Help the community have all the facts, all the time, about their schools
- Strive to maximize school board service in a spirit of teamwork and devotion to public education

BOARD OF DIRECTORS

Melanie Cunningham, President	Judith Maginnis
Peg Pennepacker, Vice-President	Keith McCarrick
Mike Elliott	Emily McCormick
Dana Hipszer	JP Prego
Raeann Hofkin	Daniel Direso, Board Secretary (non-voting member)

ADMINISTRATORS

Dr. Allyn J. Roche, Superintendent
Dr. Andrea J. Farina, Assistant Superintendent
Daniel C. Direso, Business Administrator
Georgiann M. Fisher, Director of Human Resources

SOLICITOR

Kyle J. Somers, Esq.
Wisler Pearlstine, LLP

*In order to assist in keeping an accurate record of the proceeding
of this meeting, the meeting is being recorded by the District*

I. CALL TO ORDER

The regular meeting of the Board of School Directors of the Upper Perkiomen School District was called to order by President Melanie Cunningham at 7:05 p.m. at the Upper Perkiomen Education Center.

The following Board members were present: Raeann Hofkin, JP Prego, Dana Hipszer, Mike Elliott, Melanie Cunningham, Peg Pennepacker, Judy Maginnis, Emily McCormick and Keith McCarrick. Administration in attendance: Dr. Andrea Farina, Daniel Direso, Georgiann Fisher. Via Zoom Dr. Allyn Roche. Others in attendance were: Kyle Somers and Isabella Lara.

II. BOARD PRESIDENT'S REPORT

Mrs. Cunningham reported that Friday, February 10, 2023, is the Fact Finding Hearing.

III. SUPERINTENDENT'S REPORT

Dr. Roche wants to celebrate the Middle School student against teacher Volleyball tournament fundraiser. Dr. Roche stated that the Great Kindness week was a fantastic week across the district. The Upper Perkiomen High School Orchestra, Chorus, and Marching Band performed at Universal Studios in Florida. Dr. Roche discussed the Girls Wrestling Program for next year, which will be voted on this evening. He touched on the Skills Over Stereotypes event at our Western Center on March 1, 2023.

IV. STUDENT REPRESENTATIVE TO THE BOARD REPORT

Miss. Lara talked about all the High School happenings. On January 27, Representatives of the Chamber of Commerce gave presentations to our 9th and 10th grade students. They had a successful Winter Formal, the Polar Plunge is Friday, February 10, 2023, Parents night out is also on Friday, February 10th at the Upper Perkiomen 4th and 5th Grade Center, the Mini-Thon is scheduled for February 25, 2023 and a blood drive will be held in March at the Upper Perkiomen High School.

V. SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

Mr. Somers reported that the Upper Perkiomen School Board of Directors met in an Executive Session before tonight's Board Meeting to discuss school safety and security. Mr. Somers stated that the Board of Directors will be holding an Executive Session immediately following this meeting for the purpose of discussing collective bargaining involving the District and the Upper Perkiomen Education Association.

Mr. Somers reported that the Pennsylvania Commonwealth Court issued a court decision, finding that education is a constitutional right in the state of Pennsylvania. The current system that the state has for funding public education violates the constitutional guarantee of an education. The inequity between well veered school districts and poorer school districts violates that constitutional right to an education. The court ordered a number of school districts, the Legislature and Executive branches to address this inequity.

VI. PRESENTATIONS/DISCUSSION

Motion by Mike Elliott to approve the First Readings

Seconded by Raeann Hofkin

Vote 9-0

A. Board Policy & Administrative Regulations Repeal, Replacement & Adoption First Readings:

- i) [Policy No. 418, 518](#) - Penalties and Tardiness (Repeal)
- ii) [Policy No. 318](#) - Attendance and Tardiness (Replacement)
- iii) [Policy No. 440](#) - Responsibility for Student Welfare (Repeal)
- iv) [Policy No. 340](#) - Responsibility for Student Welfare (Replacement)
- v) [Policy No. 541](#) - Benefits for Part-Time Employees (Repeal)
- vi) [Policy No. 341](#) - Benefits for Part-Time Employees (Replacement)
- vii) [Policy No. 342, 442, 542](#) - Court/Jury Duty (Repeal)
- viii) [Policy No. 342](#) - Jury Duty (Replacement)
- ix) [Policy No. 343, 543](#) - Paid Holidays (Repeal)
- x) [Policy No. 343](#) - Paid Holidays (Replacement)
- xi) [Policy No. 351, 451, 551](#) - Drug-Free Workplace (Repeal)
- xii) [Policy No. 351](#) - Drug and Substance Abuse (Replacement)
- xiii) [Policy No. 355, 455, 555 & AR's](#) - Conflict of Interest (Repeal)
- xiv) [Policy No. 441](#) - Staff/Student Relations (Repeal)

VII. PUBLIC COMMENTS ON ACTION ITEMS

None

VIII. APPROVAL OF AGENDA

Motion by Keith McCarrick to approve the agenda.

Seconded by Emily McCormick

Vote 9-0

IX. APPROVAL OF MINUTES

Motion by Emily McCormick to approve the minutes.

Seconded by JP Prego

Vote 9-0

A. Motion to approve the January 12, 2023 Board Meeting Minutes ([Attachment A](#))

X. OLD BUSINESS

None

XI. NEW BUSINESS

None

A. PERSONNEL REPORT

Motion by Keith McCarrick to approve the Personnel Report in its entirety
 Seconded by Judy Maginnis
 Vote 9-0

i) RESIGNATIONS

- (1) **Bernadette Nevin**, Cafeteria/Playground Aide, resigned her position with the district, effective February 16, 2023.
- (2) **Kelly Collins**, Food Service Worker, resigned her position with the district, effective February 16, 2023.

ii) APPOINTMENTS

(1) PROFESSIONAL STAFF

- (a) **Tara Dugas**, School Psychologist for the district, to be hired subject to required clearances and employment history review, effective date to be determined, at Masters +30, Step 10, prorated for the 2022-2023 school year.

(2) SUPPORT STAFF

- (a) **Ana Goodrich**, Part-Time Custodian for the district, to be hired subject to required clearances and employment history review, effective date to be determined, at \$14.50/hour, for the 2022-2023 school year.
- (b) **Gail Feather**, existing employee, to be hired as a Cafeteria/Playground Aide for the 4th and 5th Grade Center, effective February 2, 2023, at \$11.25/hour for the 2022-2023 school year.

(3) SUPPLEMENTAL POSITIONS:

Area	Position	Name	Schedule	Salary
HS Girls Soccer 2023-24 SY	Head Coach	Casey Lewis	B	\$4,673.00
MS Gaming Club 2022-23 SY	Advisor, 2nd Semester	Matt Long	B (25%) Half of 2nd Semester	\$240.00

(4) HIGH SCHOOL DETENTION PROCTOR for the 2022-2023 school year:

- (a) Nicole Muhleisen
- (b) Ruth Guenther

iii) LEAVES OF ABSENCE

- (1) **Nicole Wilson** - approve unpaid extension to FML/Maternity leave from March 9, 2023 through the end of the 2022-2023 school year.

- (2) **Heather Shelly** - approve Family and Medical Leave, beginning on January 30, 2023 for up to 12 weeks.
- (3) **Debbie Rothenberger** - approve unpaid leave, March 2, 2023 through March 13, 2023.

XII. ACTION ITEMS

- A. Motion by Keith McCarrick to approve Action item A
Seconded by Raeann Hofkin
Vote 9-0
Motion to approve the Agreement with Access Services for the 2023-2024 school year at the rate of \$240.00 per day. ([Attachment B](#))
- B. Motion by Keith McCarrick to approve Action Item B
Seconded by Mike Elliott
Vote 9-0
Motion to approve a Girls Wrestling Program consisting of two teams (one at UPHS and one at UPMS) to begin in the 2023-24 school year with an approximate program starting budget of \$28,670 for the 2023-24 school year.
- C. Motion by Mike Elliott to approve Action Item C
Seconded by Keith McCarrick
Vote 9-0
Motion to continue UPSD Employee Referral Program from January 1, 2023 through June 30, 2024.
- D. Motion by Keith McCarrick to approve Action Item D
Seconded by JP Prego
Vote 9-0
Motion to approve contract with Institutional Compliance Solutions, LLC (ICS) for support with Title IX compliance for one year in the amount of \$6,000. ([Attachment C](#))

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

- A. Operating Reports - January 2023
 - i) Budget to Actual Summary
 - ii) Budget to Actual Detail
 - iii) Revenue Summary
 - iv) Expenditure Summary
- B. Cash Reports
 - i) Cash Balance Summary
- C. Payroll - January 2023
- D. Cafeteria - November & December 2022
- E. Middle School Construction Summary
- F. Bills

- i) General Funds Expenditures
Motion by Keith McCarrick to approve General Funds Expenditures
Seconded by Melanie Cunningham
Vote 9-0

- ii) Capital Funds Expenditures
Motion by Keith McCarrick to approve Capital Funds Expenditures
Seconded by Melanie Cunningham
Vote 9-0

XIV. NEW FOLLOW UP ITEMS

None

XV. PUBLIC COMMENTS

None

XVI. BOARD COMMENTS

Mr. McCarrick and Mr. Elliott said congratulations for bringing girls wrestling to the Upper Perkiomen School District. Mr. Elliott thanked everyone for their help in making the Performing Arts trip to Florida a success. Mr. Prego gave a shout out to our School Counselors for giving 100 percent daily to our students.

XVII. ADJOURNMENT at 7:31 pm.

Motion by Judy Maginnis
Seconded by Emily McCormack
Vote 9-0

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

Daniel C Direso
Board Secretary