

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

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 7:00 p.m. at the Upper Perkiomen Education Center.

The following Board members were present: Raeann Hofkin, JP Prego (present via Zoom), Dana Hipszer, Mike Elliott, 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, Megan Moyer

Others in attendance were: Kyle Somers, Rachel Landis

II. BOARD PRESIDENT'S REPORT

- National Honor Society Induction Ceremony was a success
- 50th Graduation Banquet for the Class of '73 was a huge success
- November 27th the Hereford playground will be ready
- Congratulated Peg Pennepacker and newly elected Board members
- Thanked those Board members leaving for their service

III. SUPERINTENDENT'S REPORT

- Red Ribbon Week throughout the buildings
- UPVCC Business and Education Breakfast was held at the Western Center
- Walnut Street Theater visited Hereford, presenting the Big Bad Bullysauros
- UPMS winter pep rally
- UPHS Fall Fest, hosted by High School Perk Pals Club
- Auditor General findings from 2015-2019 update
- Community Conversations, November 21, December 18 and January 25th.
- Superintendent Listening Tour is complete, thank you to all the students who attended
- Parent Teacher Conferences will be held on November 20 - 21
- SpiritWear store is open to support the Upper Perk Education Foundation
- Veterans Day is November 11
- American Education Week November 13 - 18

IV. STUDENT REPRESENTATIVE TO THE BOARD REPORT

- Fall sports updates, Winter sports begin week of November 20
- Fall Fest update
- Spirit Week coming up, November 13 - 17

V. SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

- No Sunshine Act Announcement

VI. PRESENTATIONS/DISCUSSION

- A. Student Academic Recognition - Benjamin Buckwalter
 - Benjamin scored a perfect score on the ACT test
- B. 2020 Distinguished Service Recognitions
 - i) DONNA S. GAUGLER - Hereford Elementary School
 - ii) MARGARET L. McHALE - Marlborough Elementary School
 - iii) RUTH M. HARMON - Upper Perkiomen Middle School
 - iv) VICKI L. THREN - Upper Perkiomen High School
 - v) BARBARA L. EISENHAUER – Education Center
- C. 2021 Distinguished Service Recognitions
 - i) BETH A. STEINMAN - 4th & 5th Grade Center
 - ii) KENNETH L. RASPEN - Upper Perkiomen Middle School
 - iii) ERNEST J. QUATRANI - Upper Perkiomen High School
 - iv) JAMES F. McFADDEN – Education Center
- D. Board Policy & Administrative Regulations Retire, Repeal, Replacements & Adoptions (First Readings):
 - 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)

E. School Board Director Recognition

- Recognized Directors Judy Maginnis, Dana Hipszer, Mike Elliot, and Raeann Hofkin for their years of service

VII. PUBLIC COMMENTS ON ACTION ITEMS

- None

VIII. APPROVAL OF AGENDA

Motion to Approve - Mike Elliot

Second Motion - Keith McCarrick

Vote - 9-0

IX. APPROVAL OF MINUTES

- A. Motion to approve the October 9, 2023 Board Meeting Minutes ([Attachment A](#))

Motion to Approve - Keith McCarrick

Second Motion - Mike Elliot

Vote - 9-0

X. OLD BUSINESS

- None

XI. NEW BUSINESS

Motion to Approve in its entirety - Keith McCarrick

Second Motion - Judy Maginnis

Vote - 9-0

A. PERSONNEL REPORT

i) RESIGNATION

- (1) **Heather O'Donnell**, LTS Math Teacher, resigned her position with the district, effective November 17, 2023.

ii) APPOINTMENTS

(1) ADMINISTRATION

- (a) **Charles Applegate, Network Coordinator**, to be hired, effective date to be determined, subject to review of required employment history and clearances at \$80,000, prorated for the 2023-2024 school year.

(2) SUPPORT STAFF

- (a) **Maria Lanza, Paraprofessional for the District**, to be hired, effective date to be determined, subject to review of required employment history and clearances at \$18.50/hour for the 2023-2024 school year.

- (b) **Chelsea Dierolf, Paraprofessional for the District**, to be hired, effective date to be determined, subject to review of required employment history and clearances at \$18.50/hour for the 2023-2024 school year.
- (3) **SUPPLEMENTAL POSITIONS**
- (a) **ADVISORS/ COACHES** for the 2023-2024 school year:

Area	Position	Name	Salary
Girls' Wrestling	HS Assistant / MS Head Girls' Wrestling Coach	Michelle Stone	\$5482.75

- (b) **EVENT WORKER** for 2023-2024
- (i) Mike Freed
- (c) **HIGH SCHOOL DETENTION PROCTOR** for 2023-2024
- (i) Ruth Guenther

XII. ACTION ITEMS

- A. Motion to approve the following Board Policy & Administrative Regulations Retirements, Repeals, Replacements & Adoptions
- i) [Policy No. 247](#) - Hazing (Reviewed)
 - ii) [Policy No. 249](#) - Bullying/Cyberbullying (Reviewed)
 - iii) [Policy No. 249 AR](#) - Bullying/Cyberbullying (Reviewed)
 - iv) [Policy No. 718.1](#) - Therapy Dogs (New)
 - v) [Policy 830](#) Security of Computerized Personal Information/Breach Notification (New)
 - vi) [Policy 830 AR](#) Security of Computerized Personal Information/Breach Notification (New)
 - vii) [Policy 830.1](#) Data Governance – Storage/Security (New)
 - viii) [Policy 830.1 AR](#) Data Storage and Security (New)

Motion to Approve - Mike Elliot
Second Motion - Keith McCarrick
Vote - 9-0

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

- A. Operating Reports - October 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 - October 2023
- D. Cafeteria - August 2023
- E. Cafeteria - September 2023

- F. Bills
- i) General Funds Expenditures
 - ii) Capital Projects Fund Expenditures

Motion to Approve - Judy Maginnis

Second Motion - Mike Elliot

Vote - 9-0

XIV. NEW FOLLOW UP ITEMS

- None

XV. PUBLIC COMMENTS

- Eric Lajeunesse from Pennsburg - Per Capita Tax collection issues

XVI. BOARD COMMENTS

- Raeann Hofkin - add Per Capita to Old Business for future Board meetings; Reflected on her time on the Board
- Mike Elliot - Reflected on his time on the Board
- Judy Maginnis - Reflected on her time on the Board
- Dana Hipszer - Reflected on his time on the Board
- JP Prego - School Board Shout Out to Hereford staff during student drop off before school

XVII. ADJOURNMENT Time 8:10 p.m.

Motion to Approve - Mike Elliot

Second Motion - Keith McCarrick

Vote - 9-0

Drew Bishop

FUTURE BOARD & COMMITTEE MEETINGS			
Finance Committee Meeting	11/20/23	6:00 pm	Education Center
Educational Programs & Services Committee Meeting	11/27/23	5:30 pm	Education Center
Reorganizational Meeting followed by Regular Board Meeting (First Monday)	12/04/23	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.