

UPPER PERKIOMEN SCHOOL DISTRICT
2229 East Buck Road
Pennsburg PA 18073

February 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 Vice-President John L. Gehman, 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 (participated by phone), John L. Gehman, Jonathan A. Warren, and Dr. Kerry A. Drake. Absent member was Kimberly A. Baccari. Administration in attendance were: Alexis McGloin, EdD, Ashley Kitten, and Sandra M. Kassel. Others in attendance were: Ken Roos, Keith McCarrick, Melanie Cunningham, Donna Steinhauer, Vicki Lightcap, Burt Shive, Kenneth Miller, John Walsh, Michael Ackerman, Angie Fegley, Randy Miller, Joe Borgese, Mark Rober, and John Kuzmission.

SUPERINTENDENT'S REPORT

Dr. McGloin announced that Board members and Administration had a board walk-through that was focused on Mathematics instruction throughout the district. They visited classrooms in the High School, Middle School and Marlborough Elementary.

SOLICITOR'S REPORT

Mr. Ken Roos reported that there were no Executive Sessions held since last Board meeting. He was asked to comment regarding the motion for PlanCon D and PlanCon E. PlanCon D is for submission to the Department of Education for the proposed new Middle School, it has to do with the Act 34 Hearing that was held on January 4. All the comments and transcripts will be submitted to the Department of Education. PlanCon E is for the design development and has to be submitted before the Architectural review conference takes place. Mr. Roos also spoke on the Opt-Out resolution included on the agenda. He explained the resolution states that the district will not raise taxes above the Act 1 index. Although this approval is not timely according to Act 1, there is no consequences because the district cannot raise taxes and that was the intent.

PUBLIC COMMENTS ON AGENDA ITEMS

Mr. John Gehman read a statement regarding public comments.

Keith McCarrick, Pennsburg Borough. Mr. McCarrick had a list of questions as follows: he asked whether the answers to the public comments could be included in the minutes; he referenced the amount that will be paid to the Interim Assistant Superintendent and asked whether there were any candidates who would be more cost effective; he commented on the Opt-Out Resolution wondering whether we were doing this every year; regarding PlanCon D he noted the original estimate was \$53M and now the cost is almost \$49M and we are using a form that expired in 2012; he asked what was the LEED Commissioning by InPosse; and he asked why the change was made in the Real Estate Installment Payment Plan offered to taxpayers.

Melanie Cunningham, Upper Hanover Township. Mrs. Cunningham wondered about the amount to be paid for the Interim Superintendent and the upcoming motion for the Opt-Out Resolution. She mentioned reading the Plan Con D instructions and asked if they could be submitted to the Department of Education before having approval.

Donna Steinhauer, East Greenville. Mrs. Steinhauer asked Mrs. Kassel to give a report on the Act 34 correspondence the District received.

Vicki Lightcap, Pennsburg Borough. Regarding the PlanCon D submission, she stated there are no numbers for architectural prints, test boring, and site survey and wanted to know if this was an oversight.

Burt Shive, Marlborough Township. Mr. Shive wanted to know if there was any response from the State as to whether we will get any reimbursements.

Kenneth Miller, Upper Hanover Township. Mr. Miller had a question about taxes. Mr. Miller also stated that he and many other people in the audience could not hear the Board members when they speak.

John Walsh, Upper Hanover Township. Mr. Walsh addressed a question to the Solicitor, asking him to explain the Opt-Out Resolution and how it would affect the District's ability to tax.

Mr. McCarrick, Pennsburg Borough. Mr. McCarrick wanted to know how the LEED contract would be paid out.

Dr. McGloin addressed the questions from the public at this time.

Mr. Ackerman explained the PlanCon forms.

COMMITTEE REPORTS

A. Facilities Committee – Will Pike

Mr. Pike reported on awarding the full-service LEED Commissioning Services contract for the new Middle School to In Posse. He stated this move would coordinate and encourage a valuable dialogue between the architects and D'Huy.

B. Special Education Committee – Dr. Kerry Drake

Mr. Drake stated there was no formal meeting, but the steering committee continued to work on surveys of the District and he hoped to have a presentation in March.

C. Policy Committee – Joan Smith

No report.

D. Board Communication Line – Mike Elliott

Mr. Elliott reported that recent comments were mostly for or against the new Middle School.

E. Western Montgomery Career & Technology Center – John Gehman

Mr. Gehman reported that three Upper Perkiomen students scored highly on the Skills USA Competition: Leah Frank – Gr. 11 received Silver in a Job Skills Demonstration, Auto Tech, Chase Skavinsky – Gr. 12 received a Silver in Customer Service, Culinary, and Noah Brasch – Gr. 12 received Gold in Carpentry.

F. Montgomery County Intermediate Unit – Dr. Kerry Drake

Dr. Drake reported there was an MCIU Board Meeting on January 25th. For their Early Learning Academy the MCIU was looking at a STEM initiative and they opened an emotional support program for grades K-2. The IU also served as a good resource for the County by awarding 35 contracts to provide services and training in areas such as speech, English as a Second Language, and emotional support.

G. Legislative Liaison – Kimberly Baccari

No report.

H. Upper Perkiomen Regional Planning Commission – Kimberly Baccari

No report.

I. Upper Perkiomen Education Foundation – Mike Elliott

No report.

MINUTES

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

PERSONNEL REPORT

Motion by Jonathan A. Warren, seconded by Joan T. Smith, to approve the **Personnel Report as presented:**

A. RETIREMENTS

1. PROFESSIONAL STAFF

- a. **SARAH I. BURDGE**, Elementary Teacher at Marlborough Elementary School, effective the last contracted professional day of the 2016-2017 school year.

B. RESIGNATIONS

1. ADMINISTRATION

- a. **Michael S. Arney**, Assistant Superintendent at the Education Center, effective no later than March 10, 2017.

2. SUPPORT STAFF

- a. **Marcie A. Cisarik**, Instructional Paraprofessional at Hereford Elementary School, effective February 15, 2017.

3. SUPPLEMENTAL STAFF

- a. **Lauren A. Thomson**, Cheerleaders Advisor, Middle School, effective November 18, 2017.
- b. **Samuel J. Walters**, Wrestling Varsity HS Coach, effective January 23, 2017.

C. APPOINTMENTS

1. SUPPORT STAFF

- a. **Michael D. Benfield**, Part-Time Custodian at the Middle School, effective date to be determined, to be hired subject to required employment history review, at \$9.25/hour, per the Agreement for Maintenance and Custodial and Student Employee Personnel. Michael will be replacing Lisa Kniese, who resigned.
- b. **Deborah R. Fistner**, Non-Instructional Paraprofessional at Hereford Elementary School, effective January 31, 2017, to be hired subject to required employment history review, at \$10.00/hour, Step 1, per the Agreement for Part-Time Support Staff. Deborah will be replacing Deborah Benner, who accepted another position with the District.
- c. **Bernadette M. Nevin**, Instructional Paraprofessional at the Middle School, effective date to be determined, to be hired subject to required employment history review, at \$11.00/hour, Step 1, per the Agreement for Part-Time Support Staff. Bernadette will be filling a position currently held by a contracted agency employee.

2. HOMEBOUND INSTRUCTOR/INSTRUCTION IN THE HOME, effective for the 2016-2017 school year:

- a. **Vincent E. Leskusky**
- b. **Tara M. Muthard**

3. SUPPLEMENTAL SALARY POSITIONS for the 2016-2017 school year:

<u>Area</u>	<u>Position</u>	<u>Name</u>	<u>Schedule</u>	<u>Salary</u>
Curr. Asst.	Mathematics	Ruth Guenther (50%)	A	Prorated to \$1,242.50
Curr. Asst.	Mathematics	Dean Kelly (50%)	B	Prorated to \$994

Baseball	Varsity HS Coach	Frank Mercon	A	\$5,727
Baseball	Assistant HS Coach	Perry Breyer (50%)	A	\$2,003
Baseball	Assistant HS Coach	Richard Rossiter III (50%)	A	\$2,003
Baseball	Assistant HS Coach	Michael Svanson (50%)	A	\$2,003
Baseball	Assistant HS Coach	Todd Swenk (50%)	A	\$2,003
Baseball	MS Coach	Eric Schantz	A	\$2,863
Baseball	MS Assistant Coach	Jason Sell*	A	\$2,292
Lacrosse	Varsity Coach	Susan Flack	A	\$5,727
Lacrosse	Assistant HS Coach	Alyssa Thren	A	\$4,006
Lacrosse	MS Coach	Deborah Macioge	A	\$2,863
Softball	Varsity HS Coach	Dean Sullivan	A	\$5,727
Softball	Assistant HS Coach	Michael Epps	A	\$4,006
Softball	MS Coach	Robert Stephany	A	\$2,863
Softball	MS Assistant Coach	Wayne Suhl	A	\$2,292
Boys' Tennis	Coach	John Williamson	A	\$4,240
Boys' Tennis	Assistant Coach	Daniel Hawthorne	A	\$2,438
Track	Girls' Varsity HS Coach	Steven Keyser	A	\$4,877
Track	Boys' Varsity HS Coach	David Dusza	A	\$4,877
Track	Assistant HS Coach	Kristoffer Williams	A	\$3,412
Track	MS Coach	Clayton Mowrer	A	\$2,928
Wrestling	From Assistant HS Coach to Varsity HS Coach	Jacob P. Engle	B	Prorated to \$2,646.40
Cheerleaders	Advisor, MS	Sally A. Kelly*	A	Prorated to \$743.50
Wrestling	Assistant HS Coach	Mark E. Smith* (50%)	A	\$2,480

*to be hired subject to required employment history review

4. **GAME MANAGER** for the 2016-2017 school year:
 - a. **Donald L. Harakal**

D. LEAVES OF ABSENCE

1. **Beth A. Avanzato**, approve a FAMILY MEDICAL LEAVE of absence from approximately June 6, 2017, through approximately November 7, 2017.
2. **Kelly A. Gruber**, approve a FAMILY MEDICAL LEAVE of absence from approximately April 16, 2017, through approximately May 28, 2017.
3. **Diane S. Hipszer**, approve an EXTENSION to her FAMILY MEDICAL LEAVE of absence to continue from January 23, 2017, through April 10, 2017, or sooner.
4. **Robin P. Lerro**, approve an EXTENSION to her FAMILY MEDICAL LEAVE of absence to continue half days from January 30, 2017, to February 13, 2017.
5. **Abby L. Mackey**, approve a FAMILY MEDICAL LEAVE of absence from approximately May 16, 2017, through approximately June 14, 2017.
6. **Amy M. McPherson**, approve a FAMILY MEDICAL LEAVE of absence from approximately March 29, 2017, through approximately June 14, 2017.

7. **Robin A. Rosenberger**, approve a FAMILY MEDICAL LEAVE of absence from February 6, 2017, through March 20, 2017.

E. OTHER

1. **Grant TENURE STATUS** to the following Temporary Professional Employee, effective August 19, 2016:
 - a. **Brigid M. McGovern**

Motion carried; all voted aye.

ACTION ITEMS

- A. Motion by Joan T. Smith, seconded by Jonathan A. Warren, to approve **the independent contract with Judith M. Clark for the Interim assistant Superintendent position** at a rate of \$650.00/day.

Mr. Gehman asked Mr. Roos to comment on the motion. Mr. Roos explained that this is a general outline of the terms of the agreement, however the official contract was not written yet.

Motion by Raeann B. Hofkin, seconded by Mike W. Elliott, **to table the motion** to approve the independent contract with Judith M. Clark for the Interim assistant Superintendent position at a rate of \$650.00/day **until the Workshop meeting**. VOTE: Elliott – yes, Hofkin – yes, Pike – yes, **Smith – no**, Gehman – yes, **Farris – no**, Warren – yes, Baccari – absent, Drake – yes. Motion carried.

Motion by Jonathan A. Warren, seconded by John L. Farris, to approve **Action Items B and C**:

- B. Special Education Services:
 1. Motion to approve **Agreement between Upper Perkiomen School District and Student #241803 for Compensatory Education in the amount of \$28,000 and Attorney Fees in the amount of \$7000; totaling \$35,000. (Attachment #1 – Board Members only)**
- C. High School Overnight Trip:
 1. Motion to approve **the high school cheerleaders to participate in the UCA National High School Cheerleading Championships 2017, from February 10-14, 2017, in Disney World, Orlando, Florida.**

Motion carried; all voted aye.

- D. Motion by Jonathan A. Warren, seconded by Wilfred E. Pike, to approve the **following student expulsion**:

- a. Student #253195

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

- E. Motion by Jonathan A. Warren, seconded by Mike W. Elliott, to approve **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 B). Motion carried; all voted aye.

F. Motion by Jonathan A. Warren, seconded by Wilfred E. Pike, to approve **the submission of PlanCon D: Project Accounting Based on Estimates, and PlanCon E: Design Development for the New Middle School.** (Attachment C). VOTE: Elliott – yes, **Hofkin – no**, Pike – yes, Smith – yes, Gehman – yes, Farris – yes, Warren – yes, Baccari – absent, Drake – yes. Motion carried.

G. Motion by Wilfred E. Pike, seconded by Jonathan A. Warren, to award **the full-service LEED Commissioning Services contract for the new Grade 6-7-8 Middle School to In Posse in the amount not to exceed \$102,350.00.** This cost includes the fundamental and envelope commissioning for a cost of \$99,550 plus the enhanced commissioning for an additional \$2,800. Motion carried; all voted aye

Motion by Jonathan A. Warren, seconded by Joan T. Smith, to approve **Action Items H and I:**

H. Motion to approve **the Resolution Regarding Tax Collection and Tax Collector's Compensation effective January 1, 2018.** (Attachment D)

I. Motion to approve **the Real Estate Universal Installment Payment Plan Resolution**, which allows payment of school real estate property taxes on an installment basis for all properties. This resolution changes the current installment dates. (Attachment E)

Motion carried; all voted aye.

J. Motion by Joan T. Smith, seconded by Raeann B. Hofkin, **to consent to allow the Montgomery County Tax Claim Bureau to sell the following repository properties at the stated bid amount of \$500.00 each.**

1. Parcel # 06-00-03096-00-3 - Railroad St., East Greenville
2. Parcel # 06-00-03104-00-4 - Railroad St., East Greenville

Motion carried; all voted aye.

K. Motion by Wilfred E. Pike, seconded by Joan T. Smith, to approve **Philips Brothers Electrical Contractors, Inc. Change Order #1 for the High school Replacement Buried Duct Bank project** in the amount of \$6,348.62. (Attachment F). Motion carried; all voted aye.

BUSINESS REPORTS

Motion by Jonathan A. Warren, seconded by Mike W. Elliott, to approve the **payment of bills, in the amount of \$902,282.07 from the General Fund with the exception of check #2090.** Motion carried; all voted aye. Motion carried; all voted aye.

Motion by Jonathan A. Warren, seconded by Wilfred E. Pike, to approve **the payment of Check #2090 in the amount of \$7.60.** VOTE: Elliott – yes, **Hofkin – abstain**, Pike – yes, Smith – yes, Gehman – yes, Farris – yes, Warren – yes, Baccari – absent, Drake – yes. Motion carried.

Motion by Jonathan A. Warren, seconded by Joan T. Smith, to approve **the payment of Expenditures from the Capital Projects Account in the amount of \$337,246.10.** Motion carried; all voted aye.

Motion by Jonathan A. Warren, seconded by Joan T. Smith, to approve the **Per Capita Exonerations.** Motion carried; all voted aye.

PUBLIC COMMENTS

Angie Fegley, East Greenville, asked if the Choir position was filled at the Middle School. Keith McCarrick, Pennsburg asked how tenure is granted to a temporary employee. Mr. McCarrick also asked how the decision on forming Board committees is done. He felt that individual board members are valuable to certain committees' based on their areas of expertise.

Donna Steinhauer, East Greenville told the board that she submitted petitions and letters from residents who were against the new middle school and asked the board and administration for their feedback on how they felt about that.

Randy Miller, Pennsburg asked Mr. Gehman why he stopped Mr. Elliott from answering a previous question.

Joe Borgese, Pennsburg, asked if individuals are familiar with the PA Property Tax and Rent Rebate Program. Mr. Borgese explained some of the details of the program and informed audience members that he brought copies of the application if anyone desired one.

Mark Rober, Red Hill, asked what remote participation is, and the definition and parameters of remote participation.

John Kuzmission, Upper Hanover, questioned if an expert was brought in and specifically stated that the current middle school is not capable of being upgraded to meet the desires.

Dr. McGloin, Mr. Roos, and the Board responded to a number of the questions.

BOARD COMMENTS

Raeann Hofkin shared that she thinks the Board that they should start talking about a contingency plan for when HB76 passes. HB76 is the property tax elimination plan. Mrs. Hofkin reported details and examples of Upper Perkiomen if this bill should pass because of the impact it could have on the new building.

Mike Elliott talked about what he understood the plans for the Education Center were when the building was purchased. Mr. Elliott reported the Technology Student Association members attend Regionals at Stroudsburg High School and did very well.

Kerry Drake about the policy on bussing, specifically the length of walking routes.

ADJOURNMENT

Motion by Joan T. Smith, seconded by Wilfred E. Pike that **the meeting be adjourned at 8:50 p.m.** Motion carried; all voted aye.

Sandra M. Kassel, Board Secretary