

**UPPER PERKIOMEN SCHOOL DISTRICT**  
**2229 East Buck Road**  
**Pennsburg PA 18073**

**May 7, 2020**

**CALL TO ORDER**

The regular meeting of the Board of School Directors of the Upper Perkiomen School District was called to order by President Raeann B. Hofkin, at 7:12 p.m. as a virtual on-line meeting.

The following Board members virtually attended: Peg Pennepacker, Dr. Kerry A. Drake, Melanie R. Cunningham, Keith McCarrick, Raeann B. Hofkin, Mike W. Elliott, Judy Maginnis, Dana E. Hipszer, and Stephen L. Cunningham. Administration in virtual attendance were: Allyn J. Roche, EdD., Andrea Farina, EdD., Sandra M. Kassel, and Georgiann Fisher. Others in virtual attendance were: Kyle Somers, Dyan Hipszer, Pete Reigner, Thomas Blackwell, Mary Cannon,

**BOARD PRESIDENT'S REPORT**

President Hofkin said she thinks it is safe to say that COVID-19 has transformed our world, and that anytime there is change there is uncertainty and anxiety. She reported that unemployment is at a historic high, people are working from home and confined to close quarters and parents have had to become teachers. She said that it is a stressful time for adults and children together. Mrs. Hofkin said how stress can lead to tension and she asked for everyone to reach out to one another, share and discuss thoughts, to not be afraid to lean on others and to go easy on yourselves. She said we all will have good days and bad days and a bad day does not make you a bad person, parent or teacher, it makes us human. Mrs. Hofkin reported that with an increase stress there is also an increase in domestic violence. She said The Laurel House asked her to share their hotline, which is 1-800-642-3150 and the Montgomery County hotline is 1-800-773-2424 or for more information go to the websites at [www.laurel-house.org](http://www.laurel-house.org), [www.wcmontco.org](http://www.wcmontco.org). Mrs. Hofkin said that we need everyone to practice patience and understanding because yes, we are all in this together.

**SUPERINTENDENT'S REPORT**

Dr. Roche welcomed everyone to the meeting and expressed how he wished that it was a face to face meeting. He said that the meeting was originally scheduled to be held at Marlborough Elementary to highlight the school, teachers and programs and students. In preparation for this meeting it was decided to wait to highlight Marlborough until the 2020-2021 school year.

Dr. Roche announced that the past week was Teacher Appreciation Week and also National School Nurse's Day. Dr. Roche said Upper Perkiomen has fantastic teachers and school nurses and that if there ever was a time to see how impressive and supportive our teachers are, it was during this unprecedented challenge where our teachers rose to the top and excelled at the at-home learning program. Dr. Roche personally thanked all the teachers, counselors, nurses, support staff and para-professionals for their amazing work they do on an everyday basis and for their extra effort to carry out the at-home learning. He said that during this time teachers have been a constant shining star.

Dr. Roche talked about how Dr. Carpenter and his team is working extremely hard in planning a farewell celebration and graduation for the seniors. He said final details were still being worked out but the planning team, which includes students, was excited about the collaborative plans. Dr. Roche shared that Friday, May 29<sup>th</sup> will be the last school day for all 12<sup>th</sup> grade students. He said that students will be scheduled for a time on June 1<sup>st</sup> and June 2<sup>nd</sup> to pick-up their caps and gowns, retrieve personal items and to return laptops and to settle any obligations. In addition students can get a Class of 2020 UPHS Senior strong yard sign to display at their homes. These signs are available through a joint effort with the Upper Perkiomen Education Foundation. Dr. Roche announced that on June 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> individual graduation ceremonies will be held to give the students the opportunity to walk across the stage and receive their diploma, this will be recorded and compiled into one graduation video. Dr. Roche reminded everyone that we are still under Governor's orders all plans are being made with an abundance of caution and for the health and safety of everyone.

Dr. Roche also shared that for students in Grade K-11, the last student day is June 12<sup>th</sup>, he asked everyone to stay tuned for a final schedule of days and times for the pick-up and drop-off of items for students in those grades. Dr. Roche said looking ahead at the 2020-2021 school calendar they will be looking at improving transportation pick-up and drop-off times in order to give an additional fifteen minutes between runs.

Dr. Roche gave a few final updates, he said that ESY will be held as a virtual school program. They will not be approving any non-school district use of school grounds and facilities in the summer. He announced that Montgomery County officials have moved polling places to schools while students are not there. High School, Marlborough, and the 4<sup>th</sup> & 5<sup>th</sup> Grade Center will be used as sites on June 2<sup>nd</sup>. It was assumed that Hereford Elementary would continue as a polling location.

Dr. Roche said he was tasked with improving communication and although his weekly emails and reports are lengthy he hopes that they are also very helpful.

### **SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS**

Mr. Somers announced that a virtual Executive Session was held prior to the evening's meeting for the purpose of discussing a matter concerning the collective bargaining agreement, a matter of school safety and security, and a matter of personnel regarding support and administrative employees. The board received legal guidance and information but did not deliberate on two additional confidential items.

### **APPROVAL OF AGENDA**

Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to approve **the agenda**. Motion carried; all voted aye.

### **PUBLIC COMMENTS ON ACTION ITEMS**

None

### **MINUTES**

A. Motion by Stephen L. Cunningham, seconded by Keith Mc Carrick, to approve the **Regular School Board Meeting Minutes of April 9, 2020**. Motion carried; all voted aye.

### **PRESENTATIONS/DISCUSSION**

A. 2020-2021 Proposed Final Budget Presentation – Sandra Kassel  
Mrs. Kassel said that this evening a vote on the proposed final budget would be taken. She explained that this year a Finance Committee was created and has met many times to start working early on the budget this year. Mrs. Kassel presented a Power Point explaining the proposed final budget. She presented the many sections of the overall budget including budget adjustments made from April 20<sup>th</sup> to May 7<sup>th</sup>, total expenditure reductions from April 30<sup>th</sup>, possible revenue increases, and a taxpayers millage calculation. Mrs. Kassel explained the importance of each item as it relates to the budget and stressed how the pandemic and the uncertainty of so many aspects pertaining to financial concerns could impact the budget.

B. Naming of District Facilities – Policy No. 701.1  
Mrs. Hofkin started a discussion about the naming rights policy. She said she was hoping to do something for the community that she thought would be easy. Mrs. Hofkin summarized the chain of events that led to this discussion about the naming rights policy. Mrs. Hofkin wanted the full board to decide if the application met the criteria of the policy that was voted

on. Facility committee members and other board members had questions and concerns about liability, costs for maintenance of a sign, and about setting precedents of future naming of facilities. Several other board members expressed their interest in moving forward and approving the application in naming the football stadium after Mr. Bill Keeny. They said how there was much interest from the community in doing this. Mr. Somers said that if it was desired to take action tonight, a motion could be made after the Action Items that were on the approved agenda. He said the motion could be to name the stadium and from the sign perspective you could indicate that as part of the motion.

**NEW BUSINESS -  
PERSONNEL REPORT**

**A. PERSONNEL REPORT**

Motion by Keith McCarrick, seconded by Stephen L. Cunningham, to approve the **Personnel Report as presented:**

**i. LEAVES OF ABSENCE**

1. **Linda DiMarcello** - approved Family and Medical Leave beginning on April 7th and continuing until May 19th, 2020.
2. **Alison Johnson**- approved Maternity Leave expected to begin on August 25, 2020 and continue for 6-8 weeks, unpaid Family and Medical Leave continuing until November 17, 2020.

Motion carried; all voted aye.

**B. ACTION ITEMS**

- i. Motion by Melanie R. Cunningham, seconded by Judy Maginnis to approve **the Upper Perkiomen School District 2020-2021 Proposed Final Budget in the amount of \$ 66,057,637, with a millage increase of 0%**, and to allow for discussion over the next month, and authorization for official advertisement of its availability for public inspection at the following areas until June 11, 2020:

- (1) UPSD Education Center, 2229 E. Buck Road, Pennsburg, PA
- (2) Upper Perkiomen School District Web Site – [www.upsd.org](http://www.upsd.org)

Motion carried; all voted aye.

- ii. Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve **the following banks to be designated as Official Depositories of School Funds for the 2020-2021 school year** and sureties as required in accordance with section 621-625 of the School Laws of Pennsylvania as listed below. The designated banks shall maintain pooled sureties to cover deposits as required by Act #72 of the 1971 General Assembly of Pennsylvania.

- (1) Pennsylvania School District Liquid Asset Fund
- (2) Pennsylvania Local Government Investment Trust
- (3) QNB
- (4) Uninvest National Bank & Trust

Motion carried; all voted aye.

- iii. Motion by Kerry A. Drake, seconded by Judy Maginnis, to approve **the appointment of Stephen L. Cunningham as Treasurer**, without salary, for the 2020-2021 school year. He/She will be bonded for \$10,000. Motion carried; all voted aye.

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve **Action Items iv, v, and vi:**

- iv. Motion to approve the **recommendation that the Board of Directors appoint Sweet Stevens Katz Williams as Solicitor of the Upper Perkiomen School District for the 2020-2021 school year.**
- v. Motion to approve **the art and nursing supply bid awards** for the 2020-2021 school year. (Attachment B)
- vi. Motion to approve the **Western Montgomery Career and Technology Center budget for 2020-2021 in the amount of \$6,831,403.** The budget increase is 5.11%. The cost to the Upper Perkiomen School District is \$1,816,418 which represents an increase of \$29,566.

Motion carried; all voted aye.

- vii. Motion by Keith McCarrick, seconded by Stephen L. Cunningham, to **approve the 2020-2021 School Based ACCESS program services contract with the Montgomery County Intermediate Unit #23.** (Attachment C). Motion carried; all voted aye.

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve **Action Items viii, and ix:**

- viii. Motion to approve **Red Hill Dental for school dental services for the 2020-2021 school year** at an amount not to exceed \$2,705, pending approval of the 2020-2021 budget. The amount is based on the state reimbursement rate for dental services.
- ix. Special Education Services – Extended School Year:
  - (1) Motion to approve **Agreement with The Pathway School for Extended School Year services** for student #253665, attending from July 6, 2020 through August 14, 2020 in the amount of \$7,600.
  - (2) Motion to approve **Agreement with The Pathway School for Extended School Year services** for student #253684, attending from July 6, 2020 through August 14, 2020 in the amount of \$7,600.
  - (3) Motion to approve **Agreement with The Pathway School for Extended School Year services** for student #276127, attending from July 6, 2020 through August 14, 2020 in the amount of \$7,600.

Motion carried; all voted aye.

- x. Motion by Mike W. Elliott, seconded by Stephen L. Cunningham, to **declare the projects detailed in the attached Facilities Spring/Summer 2020 Project List as critical projects** for the care and upkeep of District facilities. (Attachment D). Motion carried; all voted aye.
- xi. Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to approve **the “One-Time Fee” Pixeliot Use Agreement with NFHS School Broadcast Program for \$6,500.** VOTE: Pennepacker yes, Drake – yes, **M. Cunningham – no**, McCarrick – yes, Hofkin –yes, Elliott – yes, Maginnis – yes, Hipszer – yes, S. Cunningham – yes. Motion carried.

- xii. Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to approve **the deduct change order GC-017 with Boro Construction in the amount of \$50,878.00 for the repair of the New Middle School Gym Floor.** Motion carried; all voted aye.

Motion by Raeann B. Hofkin, seconded by Mike W. Elliott to approve **the renaming of the Upper Perkiomen School District stadium after Mr. Bill Keeny.**

Motion by Kerry A. Drake, seconded by Stephen L. Cunningham to **amend the motion to read: to approve the renaming of the Upper Perkiomen School District stadium after Mr. Bill Keeny as submitted on the application; subject to any signage materials that would be placed on school property being submitted to the Facilities Committee for review and approval.** ROLL CALL VOTE: **M. Cunningham – no, S. Cunningham – no, Drake – yes, Elliott – yes, Hipszer – yes, Maginnis – yes, McCarrick – yes, Pennepacker – yes, Hofkin – yes.** Motion carried.

Mr. Somers advised the Board to take public comments on this new Action Item and that the board vote on this Action Item again after the public comments are heard.

#### **PUBLIC COMMENTS ON NEW ACTION ITEM**

Pete Reigner, Upper Hanover Township, thanked everyone for the time and effort they devote to the district. He said that naming the football stadium in Mr. Keeny's honor is a fitting tribute. He said he was confident that supporters would contribute to the cost of a sign, and the district would have no responsibilities. He felt that all the criteria of the policy have been met with the application.

Thomas Blackwell, spoke in favor of naming the football stadium after Mr. Keeny. He said he always appreciated his kindness and help in mentoring his son.

Motion by Kerry A. Drake, seconded by Stephen L. Cunningham to **amend the motion to read: to approve the renaming of the Upper Perkiomen School District stadium after Mr. Bill Keeny as submitted on the application; subject to any signage materials that would be placed on school property being submitted to the Facilities Committee for review and approval.** ROLL CALL VOTE: **M. Cunningham – no, S. Cunningham – no, Elliott – yes, Hipszer – yes, Maginnis – yes, McCarrick – yes, Pennepacker – yes, Drake – yes, Hofkin – yes.** Motion carried.

#### **BUSINESS REPORTS**

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve the **payment of bills, in the amount of \$1,152,975.18 from the General Fund.** Motion carried; all voted aye.

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve the payment of bills **in the amount of \$7,991.78 from the Capital Projects & Capital Reserve Accounts.** Motion carried; all voted aye.

#### **NEW FOLLOW UP ITEMS**

Review of Policy 701.

#### **PUBLIC COMMENTS**

Mary Cannon, Hereford Township, questioned the timing of Kindergarten screenings. She asked if not approving non district use of facilities is just for the summer or for the whole school

year. She also had questions about the grading and how on-line learning will affect some students, specifically ones who are struggling.

### **BOARD COMMENTS**

Dr. Drake said he thinks the district is doing the best under the circumstances and said he does have concerns for people who may be embarrassed to ask for help or have difficulties and wondered if there was a way to be proactive.

Mike Elliott, said teachers have been very responsive and thanked them all for their support. He said that is was National Teacher's Week and National School Nurses Day and wanted to say thank you to all those people who do so much.

Raeann Hofkin, said Happy National Teacher's Week and Happy National School Nurses Day, and to our Board member, a school nurse Judy Maginnis. She thanked everyone for attending the meeting.

### **ADJOURNMENT**

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, that **the meeting be adjourned at 8:53 p.m.** Motion carried; all voted aye.

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Sandra M. Kassel, Board Secretary