

UPPER PERKIOMEN SCHOOL DISTRICT
2229 East Buck Road
Pennsburg PA 18073

October 10, 2019

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 Mike W. Elliott, at 7:05 p.m. at the Upper Perkiomen Education Center.

The following Board members attended: Joan T. Smith, Judith Maginnis, Raeann B. Hofkin, Mike W. Elliott, Dr. John L. Farris, and Melanie R. Cunningham. Absent members were: Kerry A. Drake, and Stephen L. Cunningham. Administration in attendance were: Allyn Roche, EdD., Andrea Farina, EdD., Sandra M. Kassel, and Georgiann Fisher. Others in attendance were: Kyle Somers, Carly Eidle, Dyan Hipszer, Kerron Wilson, Chris Tompkins, Shannon Keim, and Mary Cannon.

BOARD VICE-PRESIDENT'S REPORT

Mike Elliott expressed how it has been a tough start to the school year in dealing with tragic losses. Mr. Elliott spoke about the passing of Mr. Glackin and talked about how he was involved in many organizations and also a friend that will be missed. Mr. Elliott then held a moment of silence for everyone to think about anyone in their lives they may have lost and to honor them and Mr. Glackin.

SUPERINTENDENT'S REPORT

Dr. Roche gave a presentation on the Crossing Guard situation for the Middle School and High School. He talked about the placement of the crossing guards, and that the Upper Perk Police Chief said there will be signage from PennDot for the crosswalks on Montgomery Ave. Sandy Kassel provided an update on the discussions with the municipalities. Mrs. Kassel talked about the municipalities passing an ordinance after the Board would approve a motion adopting a Resolution requesting authority from the municipalities to assume the hiring of school crossing guards. The district is also seeking cooperation of the municipalities in sharing the cost.

Kyle Somers, Solicitor, explained that when the agenda is approved it should be passed with the intent of adding a motion to pass a Resolution that the municipalities will provide the district the authority to move forward. He said he will read the full motion at that time.

Dr. Roche shared that he participated in a Joint PTFs meeting, announced that a Trunk or Treat will be held on October 26th, and a Holiday Bazaar will be held at the Middle School on December 7th. Dr. Roche reported that the Administrators will be entering a float in the Halloween parade.

Dr. Roche reported that the Principals will report on the School Data at the November Board meeting instead of the October Workshop.

Dr. Roche announced that on October 23rd the Upper Perkiomen School District would be participating in a K-12 Unity Day by wearing orange to show that everyone is united in kindness, acceptance, and inclusion.

Dr. Roche shared a video of employee's testimonials saying why they are Proud to be UPSD.

STUDENT REPRESENTATIVE TO THE BOARD REPORT

Carly Eidle, reported that it is a very busy time at the high school. Carly announced that the Homecoming Dance and football game were held with about 500 students in attendance at the dance. The 9th Grade class had a trip to the Renaissance Fair, the 11th Grade class will be going to Washington D.C., and PSAT's will be given next week. She announced that this is Senior Week for Fall sports and that several teams are in post-season play. Carly also announced that a Junior rep will be at the next Board meeting.

SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

Mr. Somers announced that an Executive Session was held prior to the evening's meeting for the purpose of discussing Personnel and for the Board to receive legal guidance. Mr. Somers announced the process for filling the Board member vacancy, he said that the vacancy has to be filled in thirty days per School Code. Mr. Somers outlined the procedures to take and said that the commission will be from the day the new member is appointed until December, 2021.

APPROVAL OF AGENDA

Motion by Melanie R. Cunningham, seconded by Raeann B. Hofkin, to approve **the agenda with the additional motion under Action Items, B.19**. Mr. Somers said the new motion will read as:

Motion to approve a Resolution that has been distributed to the Board members in accordance with PA Borough Code and Second Class Township Code, whereby the Board of School Directors will request the authority from the Borough Council of Pennsburg, the Borough Council of Red Hill, and the Board of Supervisors of Upper Hanover Township, to assume the hiring and oversight of school crossing guards in the three municipalities.

Motion carried; all voted aye.

PUBLIC COMMENTS ON ACTION ITEMS

None

MINUTES

A. Motion by Melanie R. Cunningham, seconded by Raeann B. Hofkin, to approve the **Regular School Board Meeting Minutes of September 12, 2019 with the corrections that were made to the September 12, 2019 agenda**. (Attachment A). Motion carried; all voted aye.

PRESENTATIONS/DISCUSSION

None

OLD BUSINESS

A. Board Meetings On-the-Road

Dr. Roche announced that several Board meetings will be scheduled to be held at different locations. The January 9, 2020 Board meeting will be at Hereford Elementary, the March 12, 2020 at the Upper Perkiomen High School, and the May 14, 2020 Board meeting at Marlborough Elementary.

NEW BUSINESS - PERSONNEL REPORT

A. PERSONNEL REPORT

Motion by Raeann B. Hofkin, seconded by Melanie R. Cunningham, to approve the **Personnel Report as presented:**

i) RESIGNATIONS

1. PROFESSIONAL STAFF

- a. **Covington Smith**, Autistic Support Teacher at the Upper Perkiomen 4th & 5th Grade Center, has resigned her employment with the District effective November 22, 2019.

2. SUPPORT STAFF

- a. **Brenda Berger**, Cafeteria and Playground Aide at the Upper Perkiomen 4th & 5th Grade Center, has resigned her employment with the District effective September 20, 2019.

ii) **APPOINTMENTS**

1. **PROFESSIONAL STAFF**

- a. **Emily Drummond**, Long Term Substitute, Grades, K, 1st and 2nd, at Hereford Elementary School, to be hired subject to required employment history review at the per diem sub rate, effective date to be determined. Emily is substituting for Jennifer Elliker who is on an approved leave until March 4, 2020.
- b. **Briana Wolfgang**, Temporary Professional Employee, Spanish Teacher at Upper Perkiomen Middle School, to be hired effective October 14, 2019, or sooner, subject to required employment history at Bachelor's+15, Step 1, 190 days (prorated) for the 2019/2020 school year.

2. **SUPPORT STAFF**

- a. **Ryan Cummings**, Playground and Cafeteria Aide at the Upper Perkiomen 4th & 5th Grade Center, to be hired subject to required employment history review, effective date to be determined at \$10.50/hour, for 2.5 hours per day for the 2019/2020 school year.
- b. **Debbie Rothenberger**, Paraprofessional at the Upper Perkiomen 4th & 5th Grade Center, to be hired subject to required employment history review, effective date to be determined at \$11.75/hour, 6.75 hours per day, (prorated) for the 2019/2020 school year.
- c. **Megan Rupell**, Playground and Cafeteria Aide at the Upper Perkiomen 4th & 5th Grade Center, to be hired subject to required employment history review, effective date to be determined at \$10.50/hour for 2.5 hours per day, for the 2019/2020 school year.
- d. **Kirstin Westerfer**, Paraprofessional at Hereford Elementary School, to be hired subject to required employment history review, effective date to be determined at \$11.75/hour, 6.75 hours per day, (prorated) for the 2019/2020 school year.

3. **SUPPLEMENTAL POSITION** for the 2019-2020 school year:

Area	Position	Name	Salary	Schedule
High School	Boys Assistant Basketball Coach	Eric Bowes	\$4047.00	B

4. **HOMEBOUND INSTRUCTOR/INSTRUCTION IN THE HOME**, effective for the 2019/2020 school year:

- a. Jamye Keiser

iii) **OTHER**

1. Grant **TENURE STATUS** to the following Temporary Professional Employees, effective for the 2019-2020 school year:

- a. Tammy Day
- b. Erica Fitzgerald
- c. Alex Gruber
- d. Brian Hansley
- e. Kimberly Kelly
- f. Christina Willett

Motion carried; all voted aye.

B. ACTION ITEMS

- i) Motion by Raeann B. Hofkin, seconded by Judy Maginnis, to approve the following **Board Policy Repeals/Revisions/Adoptions** (Attachment B)

1. No. 103 – Equal Opportunity Program for School & Classroom Practices (Repeal)
2. No. 103 - Nondiscrimination in School and Classroom Practices (Replacement)
3. No. 103.1 – Nondiscrimination – Qualified Students With Disabilities
4. No. 104 – Nondiscrimination in Employment and Contract Practices (Repeal)
5. No. 104 – Nondiscrimination in Employment Practices (Replacement)
6. No. 113.2 – Behavior Support
7. No. 113.3 – Screening and Evaluations for Students With Disabilities
8. No. 114 – Gifted Education
9. No. 115 – Career and Technical Education
10. No. 121.1 – Overnight Student Excursions
11. No. 122 – Extracurricular Activities
12. No. 123 – Interscholastic Activities
13. No. 123.1 – Concussion Management
14. No. 123.2 – Sudden Cardiac Arrest

Motion carried; all voted aye.

- ii) Motion by Melanie R. Cunningham, seconded by Raeann B. Hofkin, to approve **the Inter-Agency Agreement for Title III services** between the Upper Perkiomen School District and Montgomery County Intermediate Unit from July 1, 2019 through September 30, 2020. (Attachment C). Motion carried; all voted aye.

Motion by Raeann B. Hofkin, seconded by Melanie R. Cunningham, to approve Action Items **Action Items iii) through vii)**:

- iii) Motion to approve the **Upper Perkiomen High School Band Trip to Charleston, South Carolina**, April 2-5, 2020.
- iv) Motion to approve the **Memorandum of Understanding between Special Olympics Pennsylvania and the Upper Perkiomen School District for Interscholastic Unified Indoor Bocce** with Shane Thrush as Advisor/Coach. (Attachment D).
- v) Motion to approve **the Student Activity Account & Scholarship List for the 2019-2020 school year** in accordance with Board Policy #618. (Attachment E).
- vi) Motion to approve **the agreement with Pediatric Therapeutic Services for the 2019-2020 school year at the following rates:** \$70.99 per hour for Speech, \$67.99 per hour Occupational Therapy, \$67.50 per hour for Physical Therapy, \$57.49 per hour for COTA, \$74.99 for Board Certified Behavior Analyst, \$67.22 for Behavior Specialist Consultant, \$56.78 per hour for Registered Behavior Technician and \$32.99 for Behavior Technician. (Attachment F).
- vii) **Special Education Agreements: (Attachments - Board Only)**
 - a. Motion to approve **Agreement with UHS of Doylestown** (Foundations/LifeWorks School) for the 2019-2020 school year for tuition for student #243861, attending for the academic year beginning August 29, 2019 and ending June 10, 2020, in the amount of \$39,060.
 - b. Motion to approve **Agreement with The Pathway School** for the 2019-2020 school year for student #276127, attending from August 28, 2019 through June 16, 2020, in the amount of \$51,200.

Motion carried; all voted aye.

- viii) Motion by Judy Maginnis, seconded by Melanie R. Cunningham, to approve the **amended Compensation Plan for Instructional Support Staff**. (Attachment G). Motion carried; all voted aye.
- ix) Motion by Joan T. Smith, seconded by Melanie R. Cunningham, to approve a **contractor agreement with M&B Environmental, Inc.** of Harleysville, PA for **backup operations for the District's wastewater treatment facilities at Marlborough Elementary and Hereford Elementary**. Hourly rate to be \$65.00 for site visits with an estimated annual expense of \$5,200.00. (Attachment H). Motion carried; all voted aye.

Motion by Melanie R. Cunningham, seconded by Raeann B. Hofkin, to approve Action Items **Action Items x) through xvii)**:

- x) Motion to approve **Change Order GC-025 with Gordon H. Bayer, Inc. in the amount of \$9,466.36 to install hardware for card reader and push button door release** for the man trap at the 4th & 5th Grade Center.
- xi) Motion to approve **Change Order EC-004 with RJ Electric, Inc. in the amount of \$599.50 to install 120 volt receptacle for HVAC condensate pumps** at the 4th & 5th Grade Center.
- xii) Motion to approve **Change Order EC-005 with RJ Electric, Inc. in the amount of \$3,762.00 for the removal of devices from walls in student areas** due to conflict with built-in cabinetry at the 4th & 5th Grade Center.
- xiii) Motion to approve **Change Order GC-013 with Boro Developers, Inc. in the amount of \$4,951.68 to provide three wireless receivers** to the existing scoreboard and re-program existing MP-80 controllers at the Middle School.
- xiv) Motion to approve **Change Order EC-012 with Albarell Electric, Inc. in the credit amount of (\$1,500.00)** due to not having to complete the wiring of 3 scoreboards at the Middle School.
- xv) Motion to approve **Change Order EC-013 with Albarell Electric, Inc. in the credit amount of (\$1,100.00)** since the EC does not have to wire the roll down window shades at various locations at the Middle School.
- xvi) Motion to approve **Change Order 007 with Spear Excavating, LLC for the Off-site Walkway Improvements** to provide Flogards Plus Catch Basin Filters per plan revision and install in the amount of **\$10,645.44**.
- xvii) Motion to approve **Change Order 008 with Spear Excavating, LLC for the Off-site Walkway Improvements for overtime for the project in the amount of \$11,230.00**.

Motion carried; all voted aye.

- xviii) Motion to approve a **Stipulation to Settle on parcel no. 57-00-02545-305** owned by Cameron S. Bowser and Beverly Plosa-Bower. (Attachment I). Motion carried; all voted aye.

Kyle Somers read the proposed additional motion and Resolution.

xix) Motion by Judy Maginnis, seconded by John L. Farris, to approve a **Resolution in accordance with Pennsylvania Borough Code, 8 Pa C.S. §1127 (b)(1), and Second Class Township Code, 53 P.S. §66915 (c)**, whereby the Board of School Directors will request the authority from the Borough Council of Pennsburg, the Borough Council of Red Hill, the Board of Supervisors of Upper Hanover Township, to assume the hiring and oversight of school crossing guards in the three municipalities. (Attachment).

BUSINESS REPORTS

Motion by Mike W. Elliott, seconded by Joan T. Smith, to approve the **payment of bills, in the amount of \$886,334.47 from the General Fund**. Motion carried; all voted aye.

Motion by John L. Farris, seconded by Judy Maginnis, to approve the payment of bills **in the amount of \$3,762,952.07 from the Capital Projects & Capital Reserve Accounts**. Motion carried; all voted aye.

NEW FOLLOW UP ITEMS

None

PUBLIC COMMENTS

Kerron Wilson, Pennsburg, asked about considering student uniforms, she feels if everyone wore the same thing it could help with bullying. She talked about having a store to donate used uniforms.

Chris Tompkins, Pennsburg, asked about drug testing for employees, training records for what tests are administered and suggested using school safety grant money for these purposes.

Shannon Keim, Pennsburg, was inquiring why her daughter is on the bus for an hour and a half when they live ten minutes away from the 4th & 5th Grade Center.

Mary Cannon, Hereford Township, said that she thought everyone in the district should be notified when something like the bus accident happens. She also asked if there is a policy that a bus should stop and open the door even if they do not see a student at the stop and when Skyward will reflect correct bus stop times.

BOARD COMMENTS

Raeann Hofkin, asked about the October 1st enrollment numbers. Mrs. Hofkin also asked what committees the suggestions the community members had made would fall under.

Mike Elliott, wanted to bring attention to a few things, he said the Suicide Awareness ad hoc committee meeting will be held on November 21st at 6:00, October 23rd is Unity Day, October 26th is the Trunk or Treat at the High school and December 7th is the Holiday Bazaar at the Middle School. Mr. Elliott thanked everybody for coming out to the meeting.

ADJOURNMENT

Motion by Joan T. Smith, seconded by Melanie R. Cunningham, that **the meeting be adjourned at 8:17 p.m.** Motion carried; all voted aye.

Sandra M. Kassel, Board Secretary