

UPPER PERKIOMEN SCHOOL DISTRICT
2229 East Buck Road
Pennsburg PA 18073

November 8, 2018

CALL TO ORDER

The regular meeting of the Board of School Directors of the Upper Perkiomen School District was called to order by President Kerry A. Drake, at 7:00 p.m. at the Upper Perkiomen Education Center.

The following Board members attended: Joan T. Smith, James C. Glackin (phone-in), Judith Maginnis, Raeann B. Hofkin, Dr. Kerry A. Drake, Mike W. Elliott, Stephen L. Cunningham, Dr. John L. Farris, and Melanie R. Cunningham. Administration in attendance were: Alexis McGloin, EdD., Ashley Kitten, and Sandra M. Kassel. Others in attendance were: Kyle Somers, Dyan Hipszer, Ellen Long, Lucas Hoch, Dianne Hobson, Madison Wheeler, Julia Weller, Legacy Vazquez, David McCaig, Hope Huffman, Greg Williams, Emily Caciolo, Thomas Hontz, Jacquelyn Conneen, Bambi Bitner, and Keith McCarrick.

BOARD PRESIDENT'S REPORT

Dr. Drake thanked all of the former employees receiving the Distinguished Service awards. He said that you could see from the recognition of the community that these people made an impact and a difference in the school community.

Dr. Drake reported that there was extensive discussions on administrative goals and that they would be presented soon. He stated the goals include many findings from the committee meetings. Dr. Drake thanked the administration for their collaborative effort to put the goals together.

SUPERINTENDENT'S REPORT

Dr. McGloin reported that the Boy's Water Polo Team achieved 2nd place in the Small School State Championships and the Girl's Water Polo Team went on to take 1st place and the first ever Small School State Championship. Dr. McGloin stated she would recognize those teams at the board meeting next month.

PRESENTATIONS/DISCUSSION

- A. 2018 Distinguished Service Recognitions
- i) **Ellen M. Long** – Hereford Elementary School
Student Artist – Lucas Hoch, Grade 5
 - ii) **Dianne S. Hobson** – Marlborough Elementary School
Student Artist – Madison Wheeler, Grade 5
 - iii) **Julia A. Weller** – Upper Perkiomen Middle School
Student Artist – Legacy Vazquez, Grade 8
 - iv) **David J. McCaig** – Upper Perkiomen High School
Student Artist – Hope Huffman, Grade 12
 - v) **Dr. Beth P. Williams** (posthumously) Upper Perkiomen Education Center
Student Artist – Emily Caciolo, Grade 5

Dr. McGloin presented the honorees with artwork and shared their background, many accomplishments and achievements that contributed to the individuals receiving the award. The recipients expressed their thanks and fond memories of their time in Upper Perkiomen.

President Drake called for a recess at 7:30 p.m., the meeting reconvened at 7:39 p.m.

B. Board Policy Revisions/Retirements/Additions: (Attachment A)

1. First Reading
 - a. Policy No. 209.1 – Life Threatening Student Allergies
 - b. Policy No. 2XX – Life Threatening Student Allergies

Raeann Hofkin reported that there was a name change to Policy 209.1. She said the board would be voting on the minor changes to Policies 220 and 810 that evening. Mrs. Hofkin said that the committee would be working on Policies 707 and 801 in the near future.

C. 4/5 Building Conversion Discussion

Dr. McGloin reported that the administration received three quotes for the building conversion and those quotes were given to the board. She stated that John Sheeran also created a comparison of the quotes for the board. The board members had many comments and questions about the quotes, the companies and the process. They agreed that completing the project properly and on time was very important.

SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

Mr. Somers announced that an Executive Session was held on October 11, 2018 and October 25, 2018 for the purpose of discussing a matter of personnel. He said the board also met prior to the meeting to discuss a matter of personnel and to receive, but not deliberate on, information on additional legal items.

APPROVAL OF AGENDA

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

MINUTES

A. Motion by Stephen L. Cunningham, seconded by John L. Farris, to approve the **Regular School Board Meeting Minutes of October 11, 2018**. (Attachment B). Motion carried; all voted aye.

**NEW BUSINESS -
PERSONNEL REPORT**

Motion by Mike W. Elliott, seconded by Stephen L. Cunningham, to approve the **Personnel Report as presented**:

A. PERSONNEL REPORT

1) APPOINTMENTS

a. SUPPORT STAFF

- ii. **Emily C. Reed**, Paraprofessional at the Middle School, effective October 30, 2018, to be hired subject to required employment history review, at \$11.75 per hour, per the Compensation Plan for Instructional Support Staff. Emily is replacing Anna Finn who resigned.

- b. **SUPPLEMENTAL POSITIONS** for the 2018-2019 school year:

Area	Position	Name	Salary	
Administration	Seasonal Game Manager	Peg Pennepacker	\$1,750	A
Boys' Basketball	Varsity HS Coach	Jared Krupp	\$8,435	A
Boys' Basketball	Assistant HS Coach	Todd Swenk	\$5,059	A
Boys' Basketball	MS Assistant Coach	Christopher Lonergan	\$3,123	A
Boys' Basketball	MS Assistant Coach	Edward Gertsenzon	\$3,123	A
Girls' Basketball	MS Assistant Coach	Kyle Fisher	\$2,499	B
Swimming	Varsity Coach	Brien Kalnoski	\$7,409	A
Swimming	Assistant Coach	Caitlin Warren	\$3,053	A
Wrestling	Varsity HS Coach	Steve Adam	\$8,435	A
Wrestling	Assistant HS Coach	Kyle Kemmerer	\$5,059	A
Wrestling	MS Coach	David Hartung	\$4,220	A
Wrestling	MS Assistant Coach	Scott Engle	\$3,123	A

2) CHANGES OF STATUS

- i. **Melissa M. Yaroschak**, Playground Assistant to Paraprofessional at Hereford Elementary School, at \$11.75 per hour, effective November 5, 2018. Melissa will be replacing Ann McFarland who retired.

3) LEAVES OF ABSENCE

- i. **Lyssa Busolits**, approve a FAMILY MEDICAL LEAVE of absence from approximately November 28, 2018, through approximately January 16, 2019.
- ii. **Danielle K. Devine**, approve an UNPAID LEAVE of absence from October 9, 2018, through approximately November 1, 2018.
- iii. **Cristine Hatch**, approve a FAMILY MEDICAL LEAVE of absence from October 29, 2018, through January 5, 2019.
- iv. **Alvin L. Saylor**, approve a FAMILY MEDICAL LEAVE of absence from November 9, 2018, through approximately February 1, 2019.

4) OTHER

- i. Grant **TENURE STATUS** to the following Temporary Professional Employees, effective for the 2018-2019 school year:
 - a. **Christa A. Bardar**
 - b. **Jenna L. Bohling**

Motion carried; all voted aye.

B. ACTION ITEMS

Motion by Stephen L. Cunningham, seconded by Judy Maginnis, to approve **Action Items i, ii, iii, and iv:**

- i) Motion to approve **Stephen L. Cunningham to serve as a representative on the Western Montgomery Career and Technology Center Joint Operating Committee** for a 3-year term to expire December, 2021.
- ii) Motion to approve **payment of \$4,100 to the Borough of East Greenville for the districts share of the engineering work being done by Traffic Planning and**

Design, Inc to designate school zones at the Upper Perkiomen Middle School, 510 Jefferson St. East Greenville, PA.

- iii) Motion to approve **the following Board Policies/Administrative Regulations Revisions/Adoptions:** (Attachment D)
- (1) Policy No. 220 - Student Expression/Distribution & Posting of Materials
 - (2) Policy No. 810 – Transportation
- iv) **Special Education & Pupil Services:**
- (1) Motion to approve the **Agreement with The Lincoln Center for Family and Youth** for student #277775 for the 2018-2019 school year in the amount of \$219.44 per day.

Motion carried; all voted aye.

- v) Motion by Raeann B. Hofkin, seconded by Melanie R. Cunningham, to approve **Fidevia to provide pre-construction and construction services** for the 4/5 building renovation. ROLL CALL VOTE: Smith – yes, **Glackin – no**, Maginnis – yes, Hofkin – yes, Drake – yes, **Elliott – no**, **S. Cunningham – no**, **Farris – no**, M. Cunningham – yes. Motion passed.

BUSINESS REPORTS

Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to approve the **payment of bills, in the amount of \$1,302,070.29 from the General Fund.** Motion carried; all voted aye.

Motion by Judy Maginnis, seconded by Joan T. Smith, to approve the payment of bills **in the amount of \$2,457,352.48 for the Capital Reserve and Capital Projects Accounts.** VOTE: Smith – yes, Glackin – yes, Maginnis – yes, **Hofkin – no**, Drake – yes, Elliott – yes, S. Cunningham – yes, Farris – yes, M. Cunningham – yes. Motion passed.

Motion by Stephen L. Cunningham, seconded by John L. Farris, to approve **the Per Capita Exonerations.** Motion carried; all voted aye.

NEW FOLLOW UP ITEMS

Dr. Drake indicated he would like a response to the costs and staff time spent on Raeann Hofkin's Right to Know request and appeal, and also the outcome of the appeal.

PUBLIC COMMENTS

Dr. Drake read a statement about public comments.

Jacquelyn Conneen, owner of J.A.M. Excavating, LLC spoke about funds they are owed from Albarell Electric.

Bambi Bitner, East Greenville, asked about students walking to the 4/5 building next year and her concern for safety.

Keith McCarrick, Pennsburg, commented about the discussion on the 4/5 building. He asked about the traffic plan and the school zone study costs, and asked if the board was aware of the situation involving J.A.M. and Albarell Electric.

Kyle Somers commented about contractor dispute and recommended that the board not speak publicly on the topic.

BOARD COMMENTS

Melanie Cunningham handed out an example of an informative summary that Quakertown School District sends out after their board meetings.

Kerry Drake asked about the budget being completed earlier.

Raeann Hofkin mentioned the email she sent to the board about donating toys to Open Link.

Joan Smith asked if the board was able to give gifts.

Mike Elliott said that he hoped Fidevia was ready for the new project. He thanked the wonderful teachers and staff in the district.

Melanie Cunningham asked about insurance coverage for the mold remediation.

ADJOURNMENT

Motion by Melanie R. Cunningham, seconded by Raeann B. Hofkin, that **the meeting be adjourned at 8:30 p.m.** Motion carried; all voted aye.

Sandra M. Kassel, Board Secretary