

UPPER PERKIOMEN SCHOOL DISTRICT
2229 East Buck Road
Pennsburg PA 18073

BOARD WORKSHOP
January 23, 2020

CALL TO ORDER

The Board Workshop of the Board of School Directors of the Upper Perkiomen School District was held in the Upper Perkiomen School District Education Center with the following members attending: Peg Pennepacker, Dr. Kerry A. Drake, Melanie R. Cunningham, Keith McCarrick, Raeann B. Hofkin, Judy Maginnis, Dana E. Hipszer, and Stephen L. Cunningham. Absent member was: Mike W. Elliott. Others in attendance were: Allyn J. Roche, EdD., Andrea Farina, EdD., Sandra M. Kassel, Georgiann Fisher, Jim Roth, and Dyan Hipszer.

Dr. Roche announced that an Executive Session was held prior to the evening's meeting for the purpose of personnel and a confidential student matter.

APPROVAL OF MINUTES

Motion by Keith McCarrick, seconded by Stephen L. Cunningham, to approve the **October 24, 2019, Board Workshop Minutes** (Attachment A). Motion carried; all voted aye.

PRESENTATIONS

- a. Update on District Technology Security Measures – Mr. Jim Roth, Director of Technology
Mr. Roth explained all of the steps and measures that are in place to ensure cyber security. He talked about some of the top cyber threats and the processes used to prevent and stop them.

PUBLIC COMMENTS ON AGENDA ITEMS

None

PERSONNEL

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

a. **RESIGNATIONS**

- i. **Michelle Sheets**, Staff nurse at the 4th & 5th Grade Center resigned her employment effective, February 8, 2020.

Motion carried; all voted aye.

Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to approve the **Personnel Report**:

b. **APPOINTMENTS**

i. **PROFESSIONAL STAFF**

1. **Amy Coyle**, Special Education Supervisor for Upper Perkiomen School District, to be hired on a date to be determined, subject to employment history review and required background checks, at \$96,000, prorated for the 2019/2020 school year.

Motion carried; all voted aye.

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

b. **APPOINTMENTS**

i. **PROFESSIONAL STAFF**

2. **Mary "Liz" Winchester**, Substitute Guidance Counselor at the Middle School, to be hired effective February 3, 2020, subject to employee history review and required background checks at the per diem sub rate.

ii. **SUPPORT STAFF**

1. **Brenda Zirkelbach**, Cafeteria and Playground Aide at the 4th & 5th Grade Center, to be hired on a date to be determined, subject to employee history review and required background checks at \$10.50/hour for 10 months of 2019/2020 school year, prorated.

iii. **SUPPLEMENTAL POSITIONS**

1. **WEB MASTERS** for the 2019-2020 school year:

Area	Position	Name	Stipend
Marlborough	Web Master	Matt Lippincott	\$550.00
4 th and 5 th Grade Center	Web Master	Matt Lippincott	\$275.00 (50%)
4 th and 5 th Grade Center	Web Master	Tom Guellich	\$275.00 (50%)

iv. **CHAPERONES** for Middle School extracurricular activities:

1. Christian Fowkes
2. Deb Macioge
3. Hillary Miller
4. Amy Trimble
5. Briana Wolfgang

v. **LEAVES OF ABSENCE**

1. **Michele Martin**, approved continuous Family and Medical Leave beginning, January 27, 2020 through March 9, 2020.
2. **Heather Levan**, approved intermittent Family and Medical Leave beginning September 29, 2019.
3. **Patricia Bortz-Brennan**, approved intermittent Family and Medical Leave, beginning on November 19, 2019.

ACTION ITEMS

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve to **notify Christopher Mullaney that the District is interested in proceeding with its option to purchase the Wood property** parcel # 17-00-00763-00-3 in accordance with the terms and conditions of the May 6th, 1993 Agreement. VOTE: Pennepacker – yes, Drake – yes, **M. Cunningham – no**, McCarrick – yes, Hofkin – yes, Elliott – absent, Maginnis – yes, Hipszer – yes, S. Cunningham – yes. Motion carried.

COMMITTEE REPORTS

a. **Special Education & Pupil Services Committee** – Judy Maginnis

Mrs. Maginnis said the next meeting is scheduled for January 27 at 7:30. She said the plan is to look at IEP's, what level of services are provided and what are the available supports, also the MTSS summary and the data action plan. Mrs. Maginnis reported that she went to the unified bocce match and how great it was. She also expressed how fortunate the district is to have Mr. Thrush.

b. **Curriculum & Instruction Committee** – Dr. Kerry Drake

Dr. Drake reported that the next meeting is scheduled for January 27th. He said they will be talking about Full-Day Kindergarten and the costs but also the benefits of the program.

c. **Facilities Committee** – Melanie Cunningham

Mrs. Cunningham said the last meeting was on January 16th and they covered a lot of topics. The final certificate of occupancy was received for the middle school and that there is still punch list. There was a pool issue at the high school involving a leak and the need for a new valve.

She said there is a need for a new pole vault pit, and the baseball scoreboard. She said they talked about the Wood property and the GESA project was also discussed. Mrs. Cunningham said that IT and Facilities are working closely together to make sure the buildings are running properly.

- d. **Finance Committee** – Melanie Cunningham
Mrs. Cunningham reported that the last meeting was on January 20th. The 2018-19 audit report was handed out and discussed. The ESSA (Every Student Succeeds Act) information was provided and the finance area of Future Ready was discussed. Mrs. Cunningham said the committee decide that the budget could be discussed at finance meetings and then presented to the full board at the April Workshop meeting. The next meeting is scheduled for February 17 and they will be talking about revenue.
- e. **Policy Committee** – Raeann Hofkin
Mrs. Hofkin reported that the last meeting was January 20th and there were twelve policies were reviewed, six were repealed. She asked the board to read the last four AR's.
- f. **Board Communication Line/Communication Committee** – Mike Elliott
Mrs. Hofkin reported in Mr. Elliott's absence and said that one question came in regarding school start times.
- f. **Western Montgomery Career & Technology Center** – Kerry Drake
Dr. Drake announced that he went on a tour of the facility and encouraged anyone else who has not seen the building to do the same. He reported that there was a presentation by the Auto Shop and Auto Body students who were invited to Las Vegas to attend an exhibit for custom car parts suppliers. The event is not open to the public, it is for manufacturers and suppliers. Mr. Cunningham added that the Western Center was the first high school invited to attend.
- g. **Montgomery County Intermediate Unit** – Judy Maginnis
Mrs. Maginnis reported that a meeting was held the night before. She said the posting for the new Executive Director will be in the next day or two. Mrs. Maginnis said the IU will be hosting a Mental Health symposium on February 6, 2020. She said that the 2020-2021 District Membership Services budget was approved.
- h. **Legislative Liaison Report** – Peg Pennepacker
Ms. Pennepacker read a summary from the January 15, 2020 meeting, she asked for the minutes to be include in each Board member's packets. Ms. Pennepacker reported that many topics were covered which included HR 1865 was signed into law in December, and HR 53 77 being passed. It was said that Governor Wolf is expected to present his proposed 2020-21 state budget on February 4, 2020, and also Advocacy Day 2020 will be held March 23 in Harrisburg. She also said that cyber charter school reform and property tax reform are subjects that are receiving a lot of attention. Ms. Pennepacker echoed the statement about the Unified Bocce event and gave kudos to the coaches and student athletes.
- i. **Upper Perkiomen Education Foundation** – Mike Elliott
No report.
- j. **Regional Planning Commission Representative** – Dana Hipszer
Mr. Hipszer said that a meeting was held the evening before. He reported that part of the meeting was devoted to reorganization of the members. There was also a presentation on Complete Streets, which relates to appropriate transportation. Representatives gave updates

on happenings in their municipalities. Mr. Hipszer had brought up the crossing guard situation. The next meeting is scheduled for February 26th.

k. **Ad Hoc Suicide Prevention** – Dr. Kerry Drake

Dr. Drake said that the next meeting is scheduled for February 20th. He said they plan to discuss how to communicate and inform the community of what supports are available.

PUBLIC COMMENTS

None

BOARD COMMENTS

Keith McCarrick said he was asked about adult education within the school district from a community member.

Raeann Hofkin announced that Halie Kendra Smith, a 2015 Upper Perkiomen graduate will have her original play performed at the New York Theater WinterFest.

ADJOURNMENT

Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to **adjourn the meeting at 8:09 pm**. Motion carried; all voted aye.

Sandra M. Kassel, Board Secretary

