

**BOARD WORKSHOP  
MINUTES**

January 26, 2023 – 7:00 p.m.

**Education Center**

**2229 E. Buck Road, Pennsburg, PA 18073**

**I. CALL TO ORDER**

The Board Workshop of the Board of School Directors of the Upper Perkiomen School District was called to order by President Melanie Cunningham at 7:02 p.m. at the Upper Perkiomen Education Center.

Board members present were: Raeann Hofkin, J.P. Prego, Dana Hipszer, Mike Elliott, Melanie Cunningham, Peg Pennepacker, Judy Maginnis, Emily McCormick, Keith McCarrick.

Administration in attendance were: Allyn Roche, EdD., Andrea Farina, EdD., Daniel Direso, Georgiann Fisher, and Jennifer Malone.

Others in attendance were: Ralph Koder and Mary Romano

**II. COMMITTEE REPORTS**

**a. Communications Committee - Mike Elliott**

Mr. Elliott talked about the committee meeting on 1/26/23. He mentioned Alexis Jenofsky, Communications Specialist, has been updating the district website and social media accounts.

**Next meeting - March 23, 2023.**

**b. Educational Programs and Services Committee – Mike Elliott**

Mr. Elliott said at the last meeting they discussed the results of the climate survey. Dr Farina gave a presentation on the findings from the 21/22 PA Youth Survey and PA Climate Survey. The survey looks at risk and protective factors for students in the district regarding mental health needs, drugs, alcohol, school violence, transitions and mobilities. The survey provides a big picture of what students are reporting about the district. The committee discussed the district's mental health framework and services that are provided for our students K - 12.

The presentation will be on the website under the Educational Programs and Services agenda.

**Next meeting - February 16, 2023**

**c. Extracurricular Committee – Dana Hipszer**

Mr. Hipszer talked about the presentation by High School student Allison Miani. Allison has put together a peer mentorship program called Guiding Lights. She has recruited 10 high school students who have been training since the fall to mentor middle school students. The high school mentors will be supporting their mentees in areas of communication, decision making, healthy lifestyles, conflict resolution and valuing others. Mrs. McPherson from the middle school and Mrs. Senavaitis from the high school will be the primary advisors.

Mr. Hipszer reported they had a record for public attendance, with a large contingent of people on board for the girls wrestling discussion. The committee will recommend the sanction of the girls wrestling program.

Dr. Roche stated that there is an action item on tonight's agenda to approve the spring 2023 girls wrestling club for grades 7 and up. Mr. Steve Adam will be the advisor with an intramural stipend mentioned below.

**Next meeting - February 27, 2023.**

**d. Facilities Committee – JP Prego**

Mr. Prego reported good news, the welding exhaust filtration is complete and in service. Mr. Prego reported that we received 2 bills for Upper Hanover tapping fees, one for \$25,000 the other for \$85,000. The \$25,000, we were able to get waived, the \$85,000 was not waived. The committee suggested Mr. Kenwood go back to the engineers of the Middle school project to see if they have any records regarding this bill. In the meantime Mr. Kenwood was able to get the bill pushed back to the next budget cycle.

The committee discussed the damage over the holiday break. On December 23, a tree fell and damaged the fence behind the high school stadium. At Hereford a coil in a heater broke and released water into 2 classrooms. On Christmas day a sprinkler head burst at the Middle School. There was water in the locker rooms, auxiliary gym, hallway and it soaked some wrestling mats. On December 27, an exterior makeup water line to the boiler house at the High School froze and split open, fortunately there was no inside water damage. A thank you to Mr. Kenwood and the team for working over the holidays.

The committee discussed, during an inspection of the boilers at Marlborough Elementary, that it was discovered that one of the boilers was in poor working condition. Mr. Kenwood is gathering costs to repair the boiler. The boilers are 32 years old and the life expectancy is 30-35 years. A ballpark estimate to replace the boiler is about \$600,000. The decision on how to move forward should be made with expediency.

**Next meeting - February 27, 2023**

**e. Finance Committee – Melanie Cunningham**

Mrs. Cunningham talked about the Upper Hanover tapping fees, they will be in next year's budget. The committee did a charter school cost review, we have 39 special education students and 130 general education students not in our buildings. The cost for those students are approximately \$3 million out of our budget. The committee discussed the 23/24 budget timeline, preliminary salaries and benefits are still up in the air pending negotiations.

**Next meeting - February 21, 2023**

**f. Policy Committee – Peg Pennepacker**

Ms Pennepacker reported the committee continued to review policies, and the 300 policies - Employee - reviews are nearly completed. The Committee will continue to move these

policies through the board for approval. The committee agreed to move on to reviewing the 600 policies, Finances, as this would coincide with the budget development process. The committee will also continue to keep policies 115, Career and Technical Education 137, 137.1AR, Home Education Programs, 122, 122AR Extracurricular Participation on the monthly agenda in order to continue conversations and development of those policies relative to Act 55.

**Next meeting - February 21, 2023**

**g. Western Montgomery Career & Technology Center – Keith McCarrick**

Time to start applying for the Western Center and applications will be accepted until March 15th. There are currently 148 applications for the program with most of them coming from Upper Perkiomen. Mr. McCarrick talked about the competitive equipment grant for the diesel program, which will allow our students to have training on state of the art equipment. The Western Center is applying for a nurse grant worth \$144,000. Monies will be used to purchase AEDs, stop the bleed stations for all the shops, 40+ first aid kits, radios, repeaters and CPR training kits. All the equipment will be used throughout the school and students will be trained on all of it.

Culinary Arts had their community meal, it was Hawaiian themed this year. The students did everything and it was wonderful. The next meals will be: March - PA Dutch \$25pp and May - Cinco de Mayo - \$30pp.

**h. Upper Perkiomen Education Foundation – Emily McCormick**

Ms. McCormick reported on January 4th they had their yearly workshop. Plans were made for the upcoming year for fundraising and sponsorship. UPEF uses the funds for senior signs, school and teacher grants. They will be presenting a slideshow at an upcoming meeting about the teacher grant outcomes.

**i. Montgomery County Intermediate Unit – Judith Maginnis**

Mrs. Maginnis reported the committee met on January 25th. The MCIU was rewarded a \$7.2 million - 4 year grant by the substance abuse and mental health services administration. The grant known as the Project Aware Grant has only been awarded to 20 entities across the United States. The grant was created to develop sustainable infrastructure in schools for school based mental health programs and services. The grant that the MCIU has put together will emphasize 3 key areas.

- 1 - Expand suicide awareness for students K -12.
- 2 - Implement a universal mental health screener K - 12
- 3 - Creating an electronic database that will connect school mental health professionals such as school psychologists and guidance counselors to community based providers who have immediate availability. School health professionals will be able to find all levels of care immediately.

The MCIU board renewed the employment agreements with Jack Herd, the director of Human Resources and Sandy Edling, their Chief Financial Officer, effective July 1, 2023 thru

June 30, 2027. The board also approved the 23/24 district membership service budget. This is the budget we pay a portion of, it gives us services from the Office of Professional Learning, the Office of Community and Government Relations and the Office of Technology Services. This year is the first year since 2015/2016 that there will be an increase to our contribution. The estimated 2023/2024 contribution for Upper Perkiomen School District will be \$36,036.00, which is an increase of \$1,206, just about a 3.5% increase.

**Next meeting - February 22, 2023**

**j. Legislative Liaison Report – Peg Pennepacker**

All board members have received the legislative summary that was received last Friday in Dr. Roche’s board update. Some items we may want to keep an eye on at the federal level are the Safer Communities Act and Mental Health Care grants that will be available tomorrow, January 27, 2023.

PIAA - Postponed to February , 2023.

The conversations about NIL - Name Image Likeness are beginning to accelerate within school districts. The PIAA board of directors approved their policy. Mr. Somers - Solicitor’s office held a session on Friday, January 20th. They had over 30 representatives from Montgomery, Chester and Bucks counties, consisting of Athletic Directors and High School Principals. Upper Perk was well represented. We reviewed the new policy that PIAA has put in place and talked about the impact it will have on school districts. This will be an ongoing conversation. NIL is the ability of students to benefit from their name and likeness commercially, without violating their status as an amateur under PIAA rules.

**k. Regional Planning Commission Representative – Dana Hipszer**

Mr. Hipszer talked about reorganization, they selected Steve Rothenberger, of Upper Hanover as the Chairman of the Commission, Vice Chairman is Philip Johnson from Red Hill, Treasurer, Brian Carpenter from Green Lane and Secretary Margie Gelhaus. Discussion about the Comprehensive Plan, which they hope to have in adoption by summer.

**Next Meeting - February 22, 2023**

**III. PRESENTATIONS - Transportation Update - Jenn Malone**

Mrs. Malone, Director of Transportation, reported on transportation updates. There will be route changes for the bridge closure in February. Parents will have access to updated transportation information in Skyward on February 3. We have the MOU from Red Hill, for the auxiliary road out of the High School, we will have security man the gate which will be for bus use only. Please utilize bus service. We expect, once the bridge closes, traffic will get heavier around the Middle School and High School. Average run time in the district is currently one hour. Driver updates - there were no new drivers hired. Congratulations to Mrs. Malone, she got her CDL! Mr. Prego asked, do we have capacity if everyone decides to take the bus? Mrs. Malone stated that yes, we do have the room.

**IV. SOLICITOR’S REPORT/SUNSHINE ACT ANNOUNCEMENTS**

Mr. Somers reported that the board met in an Executive session before the meeting to talk about collective bargaining between the district and the Upper Perkiomen Education Association and a personnel matter involving a support staff employee.

**V. PUBLIC COMMENTS ON ACTION ITEMS**

None

**VI. APPROVAL OF MINUTES**

Motion to approve the October 27, 2022 Board Workshop Minutes ([Attachment A](#))

Motion by Mr. McCarrick

Seconded by Mr. Elliott

Vote: 9-0

**VII. PERSONNEL**

Motion by Mr. McCarrick to approve the Personnel Report

Seconded by Mr. Elliott

Vote: 9-0

**a. RETIREMENTS**

- i. **Kathleen Stattel**, submitted her intent to retire from her position at the end of the 2022-2023 school year.

**b. APPOINTMENTS**

**i. SUPPORT STAFF**

- 1. **Anya Delli Gatti**, existing staff, appointed to the position of part-time Crossing Guard, effective date to be determined, at \$14.00/hour, for the 2022-2023 school year.
- 2. **Mary Shantz**, existing staff, appointed to the position of Paraprofessional at the 4th and 5th Grade Center, effective date to be determined at \$14.50/hour.

**ii. PROFESSIONAL STAFF**

- 1. **Matthew Long**, Social Studies Teacher for the Upper Perkiomen Middle School, to be hired subject to required clearances and employment history review, effective January 24, 2023, at Bachelor’s, Step 1, prorated for the 2022-2023 school year.

**iii. SUPPLEMENTAL POSITIONS**

- 1. **APPROVE** the following **SITE MANAGERS** for the 2022-2023 school year:
  - a. Michelle Stone
  - b. Dan Moyer
  - c. Glenn Boyer

Area	Position	Name	Stipend
Girls Wrestling	MS/HS Intramural Girls Wrestling Club Advisor Spring 2023	Steve Adam	\$500.00

**c. LEAVES OF ABSENCE**

- i. **Stephanie Diehl**, approve Sick Leave beginning on February 8, 2023 through March 6, 2023.
- ii. **Kierstin Hildebrand**, approve Family and Medical Leave/Maternity Leave continuously, beginning on March 28, 2023 through May 10, 2023.
- iii. **Rebecca Rogers**, approve Family and Medical Leave, intermittently, beginning on January 12, 2023, intermittently as needed, and then continuously from January 30, 2023 through February 27, 2023, for up to 12 weeks.
- iv. **Matthew Nomland**, approve Sabbatical Leave for Professional Development, effective August 22, 2023 through the entire 2023-2024 school year.

**VIII. ACTION ITEMS**

Motion by Mr. McCarrick to approve Action Item A

Seconded by Mr. Elliott

Vote: 9-0

- a. Motion to appoint Kristal Bitner as the Open Records Officer for the District in accordance with the Pennsylvania Right-to-Know Law, effective February 3, 2023.

**IX. PUBLIC COMMENTS**

Ralph Koder made a comment about the bus accident and his concerns about the lack of response time by the district.

Mary Romano commented that the District did not do a good job with the post bus accident response.

**X. BOARD COMMENTS**

Mr. Elliott wished Kathy Stattel a happy retirement.

Mrs. McCormick would like to have a school lunch update, what kind of budget do we have.

**XI. ADJOURNMENT**

Motion by Mr. McCarrick

Seconded by Mr. Elliott

Meeting ended at: 8:12 pm.

Vote: 9-0

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Daniel C. Direso, Board Secretary

<b>FUTURE BOARD &amp; COMMITTEE MEETINGS</b>			
	<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
School Board Meeting	02/09/23	7:00 pm	Education Center
Educational Programs & Services Committee Meeting	02/16/23	6:00 pm	Education Center
Policy Committee Meeting	02/21/23	5:00 pm	Education Center
Finance Committee Meeting	02/21/23	6:00 pm	Education Center
School Board Workshop	02/23/23	7:00 pm	Education Center
ExtraCurricular Committee Meeting	02/27/23	6:00 pm	Education Center
Facilities Committee Meeting	02/27/23	7:00 pm	Education Center