

UPPER PERKIOMEN SCHOOL DISTRICT
2229 East Buck Road
Pennsburg PA 18073

BOARD WORKSHOP
February 27, 2020

CALL TO ORDER

The Board Workshop of the Board of School Directors of the Upper Perkiomen School District was called to order by President Raeann B. Hofkin, at 7:06 p.m. at the Upper Perkiomen Education Center.

The following Board members attended: Peg Pennepacker, Dr. Kerry A. Drake (7:43 pm), Melanie R. Cunningham, Keith McCarrick, Raeann B. Hofkin, Mike W. Elliott, Judy Maginnis, Dana E. Hipszer, 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, Dyan Hipszer, Christine Siegfried, and Doug Kenwood.

APPROVAL OF MINUTES

Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to approve the **January 23, 2020, Board Workshop Minutes** (Attachment A). Motion carried; all voted aye.

PRESENTATIONS

a. Middle School Time Capsule Presentation

Dr. Roche announced that a time capsule and date stamp presentation will be held tomorrow at 1:30 at the Middle School. Chris Siegfried shared some of the many items that will be put in the capsule. She worked with student council to find out what they would like to see in the capsule when it gets opened in 25-50 years. The students chose some examples of today's technology, events happening at the middle school currently, sports team highlights, and current costs of items today. Mrs. Siegfried said all the items chosen were a good representation of school and community.

PUBLIC COMMENTS ON AGENDA ITEMS

Kyle Somers announced that an Executive Session was held prior to tonight's meeting to discuss a confidential student matter and to receive but not deliberate on three additional items.

PERSONNEL

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

a. **RESIGNATIONS**

- i. **Ralph D. Quinn** resigned his position as the High School, JV Softball Coach, effective February 19, 2020.
- ii. **Erin Brand** resigned her position as a part-time Food Service Worker at the Western Center, effective February 10, 2020.

b. **APPOINTMENTS**

I. **SUPPORT STAFF**

- a. **Christine Straut**, part-time Cafeteria/Playground Aide, to be hired on a date to be determined, subject to employment history review and required background clearances at \$ 10.50/ hour.
- b. **Anya Delli Gatti**, part-time Custodian for the district, to be hired on a date to be determined, subject to employment history review and required background clearances at \$11.90/hour.
- c. **Jill Day**, full-time Staff Nurse at the 4th and 5th Grade center, to be hired on a date to be determined, subject to employment history review and required background clearances at \$20.40/hour, 7.5 hours per day, 191 days per school year (prorated for 2019/2020).

II. SUPPLEMENTAL POSITIONS

As per attached chart

III. LEAVE OF ABSENCE

1. **Gisele McCabe**, approved Intermittent Family and Medical Leave, beginning, January 30, 2020.

ACTION ITEMS

A. Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve **Mainline Commercial Pools** repair of the pool level control valve in the amount of \$13,283.76. Motion carried; all voted aye.

COMMITTEE REPORTS

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

Mrs. Maginnis said that at the February 24th meeting they discussed the Upper Perkiomen Special Education Corrective Action Plan. She asked Dr. Farina to talk about the Special Education Audit that was discussed at the meeting. Mrs. Maginnis said they also talked about the PA School Climate Survey that will be going out in May. She announced that Kindergarten registration will be on March 3rd and 4th. The next meeting is scheduled for March 23, 2020.

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

Mrs. Maginnis reported on Dr. Drake's behalf. She reported that at the meeting on February 24th they talked about text books and professional development. She said that Mrs. Bast and the curriculum team have reviewed the textbooks. Mrs. Bast also asked for approval on effective teaching strategies through professional development. Mrs. Maginnis said that some time was spent on Full-Day Kindergarten and that Mrs. Bast gave an update on the district's planning process.

c. **Facilities Committee** – Melanie Cunningham

Mrs. Cunningham provided the board with a facilities write-up due to the length of the meeting and all of the topics that were covered. She reported that there was a presentation by Provident Energy as the district consultant for the GESA, Guaranteed Energy Savings Act project.

Mrs. Cunningham reported on each building and the needs. For the middle school they talked about the gym floor repair, the use of the field in front of the cafeteria, and the punch list that still has about fifty items on it. The high school topics that were discussed included the pole vault pit, the baseball scoreboard, the Waltgraber Rd. residents and gravel. She said that they also talked about the pool valve repair, the PA system and parking lot lights. The 4th & 5th Grade Center topics discussed were to alleviate issues with students crossing on Jefferson St., the plywood floor in the auditorium, and extra custodial & maintenance staff. She said they also talked about the full day kindergarten facilities at both elementary schools. She would like to discuss Marlborough Elementary School's playground and the fence.

Mrs. Cunningham said that when they talked about building rentals it was decided that there would be no building usage on Fridays. She also said they talked about lighting and signage at the high school and thanked Peg Pennepacker for cleaning out the sports equipment room at the 4th & 5th Grade Center. Mrs. Cunningham asked if the Quilters Club found a space at the 4th & 5th Grade Center. She said the district received a Safe Schools Grant, and then talked about the tennis court surface. Mrs. Cunningham announced that the next meeting is scheduled for March 19th at Hereford at 6:30 pm.

d. **Finance Committee** – Melanie Cunningham

Mrs. Cunningham reported that the last meeting was on February 17th and they discussed revenue. They talked about the budget timeline, the homestead/farmstead, and proposed state basic ed and special education funding. She said that they looked at revenue summaries, actual and budgeted and discussed the Act 1 index. Mrs. Cunningham said that is 3.2% which would mean a 3.48% tax increase. They talked about transportation and how reimbursement works. The next meeting is scheduled for March 16th at 6:30 pm.

e. **Policy Committee** – Raeann Hofkin

Mrs. Hofkin reported that the last meeting was cancelled. The next meeting is scheduled for March 16th at 8:00 pm.

Ad Hoc Committee –

Judy Maginnis reported that the committee met last Thursday and the goals of the committee were finalized. Mrs. Maginnis read the goals and said that everyone has been to working to put information on the website. The next meeting is scheduled for March 9th at 6:30 pm. She said they hope to have student representation at that meeting and also community support.

f. **Board Communication Line/Communication Committee** – Mike Elliott

Mr. Elliott reported that there was no meeting, the next meeting was scheduled then for March 12th at 6:30 pm.

g. **Western Montgomery Career & Technology Center** – Stephen Cunningham

Mr. Cunningham talked about the new applications for next year, and said that the budget for next year will be approved at the next meeting. He said there is a Car Show and Craft Fair scheduled for March 29 and an Open House for Early Childhood on March 5th. March 2nd is the next JOC meeting. Mr. McCarrick added that a pancake breakfast was going to be held the same day as the car show.

h. **Montgomery County Intermediate Unit** – Judy Maginnis

Mrs. Maginnis reported that a meeting was held the night before. They had an update on the Harrisburg school district and the receivership, the IU has contracted with an agency to work on the search for a new Executive Director. The IU Education Foundation will be hosting a golf outing to raise funds. Judy announced that she was appointed to the IU Wellness Committee, she also said they received an update on the 1605 building.

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

Ms. Pennepacker shared a link with the Board members from the meeting. Some of the highlights she shared included the Governor's proposed budget, proposed mandatory full day kindergarten but there is no funding to support this mandate. She said charter school reform was talked about and how schools are beginning to sign resolutions, Ms. Pennepacker said the board may want to look at this in the future. She said that property tax reform continues to be discussed and asked Mrs. Hofkin if she wanted to share her thoughts. Ms. Pennepacker talked about Title IX and new regulations. She also said that she will be attending a legislative breakfast on March 30th, and a PSBA legal roundup on April 3rd. March 23rd is Advocacy Day in Harrisburg.

j. **Upper Perkiomen Education Foundation** – Mike Elliott

Mr. Elliott reported that there has a number of meetings on moving forward with the foundation. He said that a representative from Souderton came and talked with them. A meeting is scheduled for the next morning, Feb. 28th at 8:00 am.

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

Mr. Hipszer said that a meeting was held the evening before. He reported that they talked about the planned improvement on the trailheads in Green Lane, he said it was a very large undertaking and eventually the hope is for the trails to connect to the Appalachian Trail. Mr. Hipszer reported that he talked about the district's interest in the Wood property and the ongoing negotiations regarding the crossing guards. He said a ManuFest Expo is held where high school students learn about trades, representatives from the district will be in attendance. The next meeting is scheduled for March 25th.

l. **Extra-Curricular Committee Discussion**

Mrs. Hofkin said that Peg Pennepacker and Dana Hipszer had reached out to her about forming an Extra-Curricular Committee. Peg Pennepacker said Mr. Hipszer and her wanted to take this opportunity to talk to the board about creating a new board committee that would focus on student's existing extra-curricular activities. The Board was in favor of the new committee and Mr. Somers said the policy needs to be revised to add this as a standing committee.

PUBLIC COMMENTS

None

BOARD COMMENTS

Kerry Drake said that he attended the Unified Bocce District Playoffs and said how impressed he was by the great example of working together and was impressed by the buddies interacting with the students. Dr. Roche said that at the next Board meeting the entire Unified Bocce Team is invited to come.

Mike Elliott on behalf of Upper Perk youth basketball thanked the custodians for being so helpful.

Raeann Hofkin announced that on March 7th a tire removal will be taking place at Hosensack creek and the Boy Scouts along with community members will be helping with that. The YMCA gala is that same night, and the Open Link gala will be April 25th.

Keith McCarrick reminded everyone that the Peter Pan musical will be held at the middle school on March 6 and 7th.

Mrs. Hofkin said that the Addams Family musical will be held at the high school on March 12 and 13th.

ADJOURNMENT

Motion by Stephen L. Cunningham, seconded by Judy Maginnis, to **adjourn the meeting at 8:15 pm**. Motion carried; all voted aye.

Sandra M. Kassel, Board Secretary

