

BOARD WORKSHOP MINUTES
March 23, 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 7:00 p.m. at the Upper Perkiomen Education Center.

Board Members Present were: Raeann Hofkin, JP Prego, Dana Hipszer, Mike Elliott, Melanie Cunningham, Peg Pennepaker, Judy Maginnis, Emily McCormick and Keith McCarrick.

Administration in attendance were: Dr. Allyn J. Roche, Georgiann Fisher, Daniel Direso, Dr. Robert Carpenter, Kimberly Bast and Doug Kenwood.

Others in attendance: Kyle Somers

II. COMMITTEE REPORTS

a. Communications Committee - Mike Elliott

Mrs. McCormick reported on the Communications Committee

- The committee is going to make a motion to meet monthly instead of bi-monthly.
- Discussions included social media and the policies around it in regards to what is and is not appropriate.

Next meeting is April 27, 2023

b. Educational Programs and Services Committee – Mike Elliott

Mr. Elliott talked about some of the programs for next school year.

- Special Education report from Mrs. Giblin and Mrs. Coyle.
- Pre-K Counts Program is a free program partnered with Lifespan Daycare, paid by a competitive grant through PDE.
- Professional development
- Digital products

Next meeting April 20, 2023

c. Extracurricular Committee – Dana Hipszer

Mr. Hipszer reported the committee had 3 presentations.

- Athletic Training Club
- Introduction to our new high school football coach Mr. Dan Heinrichs.
- Mr. Kurzweg, our Athletic Director, gave a summary of the winter season and a preview of the upcoming spring schedule.

Next meeting March 27, 2023

d. Facilities Committee – JP Prego

Mr. Prego reported the committee had discussions regarding:

- Playground and improvements at the 4th / 5th Grade Center.
- Replacing the boilers at Marlborough.
- Update to the Walt Graber Road agreement.
- Proposed renovations and additions to the playground at Hereford.
- Request from Hereford to remove some of the trees from the courtyard.
- Preventative maintenance plan at the High School at a cost of around \$48,000
- Cracks on the tennis courts at the High School and looking into options to fix them.

Next meeting March 27, 2023

e. Finance Committee – Melanie Cunningham

Mrs. Cunningham shared the most recent committee meeting discussions:

- Mr. Jonathan Alessi from the MCIU was in attendance. He will be helping with the Business Administrator transition.
- Budget talks regarding Human Resources, Special Education, Pupil Services, Personnel and staffing which included an RFP for armed and unarmed security.
- Capital Reserve transfer looks to be about \$5 million.
- State budget update

Next meeting April 17, 2023

f. Policy Committee – Peg Pennepacker

Mrs. Pennepacker said the committee will continue to work through board policies in order to update and revise.

Next meeting April 18, 2023

g. Western Montgomery Career & Technology Center – Keith McCarrick

Mr. McCarrick talked about the happenings at the Western Center

- Auto Tech finished 3rd in a hands-on competition
- FCCLA competition received Silver and Gold
- The welding program received grants from the Tri-County Area Chamber of Commerce and Martin Stone Quarries
- Skills USA accepted a donation from Constellation Energy Group

Next WMCTC JOC meeting - April 3, 2023 @ WMCTC

h. Upper Perkiomen Education Foundation – Emily McCormick

Dr. Roche reported the topics discussed at the meeting.

- Teacher appreciation
- Graduation sign project
- Spirit store is open
- Potential alumni/community engagement opportunity
- Alumni database
- Teacher grants to support innovation in the classroom

Next meeting April 5, 2023 - Zoom

i. Montgomery County Intermediate Unit – Judy Maginnis

No report this month

j. Legislative Liaison Report – Peg Pennepacker

Mrs. Pennepacker shared information and upcoming events:

- The PSBA 2023 legislative platform is available on the PSBA website
- April 4, 2023 there will be a webinar on improving school safety and security
- Advocacy Day is Tuesday, April 18, 2023 and is a virtual event
- 2023 PSBA school leadership conference is scheduled for October 16-17, 2023

PIAA - The PIAA Board met to discuss current litigation regarding two (2) bills:

- House Bill 297 will establish enforcement and penalties for anyone found guilty of harassing sports officials.
- The second bill gives Physical Education credit if a student plays two sports at school. PIAA does not support this bill.

The PIAA Board of Directors passed a second reading to sanction and sponsor Girls Wrestling.

k. Regional Planning Commission Representative – Dana Hipszer

Mr. Hipszer and the committee discussed:

- A planned joint municipal venture - an electronics recycling day
- A housing report from Montgomery County reporting the median home price is \$400,000

Next meeting April 27, 2023

III. PRESENTATIONS

a. UPHS Winter Season Student Athlete Recognitions

- i. Beatriz Santos, Swimming, District 1 - 2A Champion - 100 Butterfly. Beatriz was recognized by Dr. Carpenter and Coach Kalnoski.
- ii. Branden Rozanski, Wrestling, Pioneer Athletic Champion & District 1 - 3A Champion. Brenden was recognized by Dr. Carpenter and Coach Adams.

b. WMCTC Budget - Mr. David Livengood, Administrative Director

Mr. Livengood and Mr. Holtzman shared their budget presentation.

- Three (3) comprehensive plan goals.
 - 1) Increase CO-OP numbers
 - 2) How to grow the school
 - 3) Every student leaves with a job
- 18 programs, 645 students, 38 staff
- 226 seats available, 360 applications
- Money sources outside the budget: Workforce Grant, Esser Funds, Justamere Foundation, Competitive Equipment Grant, Auction, Chamber money, Bracalente, Gene Haas Foundation, COVID-19 Public Health Workforce Supplemental Funding Grant, 2 Semi Trucks and 1 Fire truck were donated.
- Budget highlights
 - \$50,000 increase in student activities for hosting skills district competition

- Increase in utilities and supplies
 - PSERS/Retirement decrease to 34%
 - 7% increase in health insurance
 - \$50,000 addition of building maintenance equipment
 - \$40,000 increase in Food Services
 - \$100,000 increase in building maintenance costs
 - \$85,000 increase in IT equipment
 - Equipment- 3 year rotation (6 programs @ \$30,000 each)
- Upper Perkiomen’s contribution for 2023-24 is \$6,471,804 which is an increase of 9.39%
- c. 2023-24 Budget Planning and Progress Update - Mr. Dan Direso, Business Administrator
Mr. Direso shared his budget presentation.
- Proposed final budget review on May 8, 2023 and Adoption of final budget deadline June 30, 2023
 - Finance Committee has reviewed Technology, Facilities, Transportation, Human Resources, Special Education, Pupil Services and Preliminary salary and benefits (negotiations has impacted this area)
 - The full comprehensive budget will be in the April 27, 2023 Board Workshop
 - 2022-23 Projection vs Budget, the projection is a surplus of \$502,823. Revenue is higher than budgeted 1.95% and expenditures are lower than budgeted by 3.01%

IV. SOLICITOR’S REPORT/SUNSHINE ACT ANNOUNCEMENTS

Mr. Somers reported the board met in an executive session prior to the meeting to discuss collective bargaining with the Upper Perkiomen Education Association.

V. PUBLIC COMMENTS ON ACTION ITEMS

No Comments

VI. APPROVAL OF MINUTES

- a. Motion to approve the February 23, 2023 Board Workshop Minutes ([Attachment A](#))

Motion to approve by Keith McCarrick

Seconded by Mike Elliott

Vote 9-0

VII. PERSONNEL

Motion to approve the Personnel report in its entirety by Keith McCarrick

Seconded by Emily McCormick

Vote 9-0

- a. **RESIGNATIONS**

i. **SUPPORT STAFF**

1. **Tori Matrone**, Cafeteria/Playground Aide, resigned her position with the district, effective March 9, 2023.

b. **APPOINTMENTS**

i. **SUPPLEMENTAL POSITIONS** for the 2022-23 school year

Area	Position	Name	Schedule	Stipend
Girls Lacrosse	MS Assistant Girls Lacrosse Coach	Brook Best	A (50%)	\$1,169.00
Girls Lacrosse	MS Assistant Girls Lacrosse Coach	Deb Macioge	A (50%)	\$1,169.00

c. **LEAVES OF ABSENCE**

- i. **Katherine Perkins**, Maternity/Sick Leave beginning on or about May 2, 2023 for 6- 8 weeks.
- ii. **Laura Hilehoffer**, Family and Medical Leave beginning on March 31, 2023 and continuing until April 17, 2023, intermittently thereafter, as needed for a total of 12 weeks.

VIII. ACTION ITEMS

- a. Motion to approve an agreement with the MCIU for Business Administrative support, as needed, at a rate of \$110/hour. ([Attachment B](#))

Motion by Judy Maginnis
Seconded by Keith McCarrick
Vote 9-0

- b. Motion to approve payment for 9 hours of *Where Everyone Belongs* (WEB) Training for the following middle school staff members, at \$37.00 per hour, who were required to participate beyond the school day:

- i. Katrina Harman
- ii. Brianna Martinez
- iii. Matt Long
- iv. Lyssa Busolits

Motion by Emily McCormick
Seconded by Keith McCarrick
Vote 9-0

- c. Motion to approve the Waiver of Formal Hearings for three students whose names are on file in the Office of the Superintendent.

Motion by Keith McCarrick
Seconded by JP Prego
Vote 9-0

- d. High School Overnight Trip

- i. Motion to approve qualifying Technology Student Association (TSA) students to attend the 2023 TSA State Conference, April 19-22, 2023, at Seven Spring Mountain Resorts in Champion, PA.

Motion by Mike Elliott
Seconded by Keith McCarrick
Vote 9-0

IX. PUBLIC COMMENTS

No Comments

X. BOARD COMMENTS

Dr. Roche:

- Food service at the Western Center
- Mrs. Germinario and Mrs. Vogel have been at the WMCTC every day and thanked them for their hard work.

XI. ADJOURNMENT at 8:43

Motion to Adjourn by JP Prego

Seconded by Keith McCarrick

Vote 9-0

Daniel C. Direso

FUTURE BOARD & COMMITTEE MEETINGS			
	DATE	TIME	LOCATION
Policy Committee Meeting	03/27/23	5:00 pm	Education Center
Extra Curricular Committee Meeting	03/27/23	6:00 pm	Education Center
Facilities Committee Meeting	03/27/23	7:00 pm	Education Center
School Board Meeting	04/13/23	7:00 pm	Education Center
Finance Committee Meeting	4/17/23	6:00 pm	Education Center
Policy Committee Meeting	04/18/23	5:00 pm	Education Center
Educational Programs & Services Committee Meeting	04/20/23	6:00 pm	Education Center
Extra Curricular Committee Meeting	04/24/23	6:00 pm	Education Center
Facilities Committee Meeting	04/24/23	7:00 pm	Education Center
School Board Workshop	04/27/23	7:00 pm	Education Center