

**BOARD WORKSHOP MINUTES**

April 27, 2023 – 7:00 p.m.

**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 7:05 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, Keith McCarrick, and Emily McCormick (virtual)

Administration in attendance were: Daniel Direso, Georgiann Fisher, Dr. Andrea J. Farina

Others in attendance: Bethany O’Neill Byrne (solicitor)

**II. COMMITTEE REPORTS**

a. Communications Committee - Mike Elliott

The committee talked about communication tools in regards to how we reach out to our parents and our official accounts on social media.

**Next meeting May 25, 2023**

b. Educational Programs and Services Committee – Mike Elliott

Dr. Carpenter updated on the TSI plan and how progress will be measured.

Carol Giblin - Tier 2 PDE Bureau of Special Education - we did not meet 95% participation in Keystone testing. We exceeded the 1% taking the PASA test.

Curriculum updates by Mrs. Bast. Elementary Next Generation Science Standards, more hands on science. List of curriculum review materials needed.

**Next meeting May 18, 2023**

c. Extracurricular Committee – Dana Hipszer

Presentation from Perk Pals- Explained the group and the upcoming special olympics day. Boys winter track presentation. Discussion regarding an approval process and the Office of Civil Rights investigation. Representatives of the Youth Lacrosse club made a formal request to add a HS Boys Lacrosse Team.

Dr. Roche read a prepared statement summarizing the solicitor’s conversation with the OCR. Adding any boys sport while under OCR investigation could jeopardize the advances toward resolving the investigation. The recommendation of the committee was adding Boys Winter Track or Lacrosse teams will unfortunately have to wait until all steps in the OCR resolution process is complete. Committee members discussed establishing a postseason student survey to identify areas of strength and weakness at the completion of each sports season.

**Next meeting May 22, 2023**

of

- d. Facilities Committee – JP Prego  
 Mrs. Cunningham made clarification on the discussion of security guards.  
 Mr. Prego - Feasibility study - KCBA 10 year plan and capital projects.  
 School safety and security - Administration's recommendation is for armed guards in each school building. Committee opened the conversation with the public in attendance.  
 HS track - open to the public during certain hours  
 Marlborough new signage,  
 Verizon running a fiber cable to Marlborough, at their cost  
**Next meeting May 15, 2023 (revised date and time)**
- e. Finance Committee – Melanie Cunningham  
 Budget will be presented later this evening.  
**Next meeting May 8, 2023**
- f. Policy Committee – Peg Pennepacker  
 The Committee engaged in conversation (re 815, 815.1, 815AR) - first read approval in May  
 The committee is looking into developing policy 816 - social media.  
 Dr. Farina spoke about policy 816 regarding social media.  
 Continuing through policies 703, 703AR, 704, 704.1, 705, updates and minor revisions of policies to the board for the first read in May.  
**Next meeting May 15, 2023**
- g. Western Montgomery Career & Technology Center – Keith McCarrick  
 Cinco De Mayo dinner sold out.  
 Car show, pancake breakfast, car donated to WMCTC and they are donating it to a needy family.  
 Preschool - Buckaroo preschool enrollment now open  
 Salon at WMCTC - Open Thursday evenings by appointment  
 Senior awards May 24th 7:00 pm at Upper Perkiomen High School.  
 364 applications were received for next school year, some students are waitlisted.  
 Kenley Adair - early childhood ed. 1st place - how to illustrate STEM.  
 Gunner Zaengel - Silver in state competition - Choking, bleeding, fracture  
 Rosanella Padilla - placed 2nd of 12 in physical therapy.  
**Next JOC Meeting May 1, 2023 & June 5, 2023 @ WMCTC**
- h. Upper Perkiomen Education Foundation – Emily McCormick  
 Did not meet - N/A  
 Accepting donations for teacher appreciation week.  
**Next Meeting May 3, 2023 (virtual)**
- i. Montgomery County Intermediate Unit – Judy Maginnis  
 Transition services and early intervention program.  
 HR looking at salaries and recommendations - increasing salaries for three groups of employees.

these

Key initiatives - legislative breakfast, education foundation golf outing 5/15.

Solicitor - MCIU budget is approved.

**Next meeting May 24, 2023**

- j. Legislative Liaison Report – Peg Pennepacker

MCIU breakfast. PASA 2023 PSBA school leadership conference in October at Kalahari.

PIAA - Expect sanctioning of girls wrestling and the schedule of the championship schedule.

**Next meeting May 17, 2023**

- k. Regional Planning Commission Representative – Dana Hipszer

Meeting canceled 4/26.

Comprehensive plan, recycling event is undecided.

**Next meeting May 24, 2023**

### III. PRESENTATIONS

- a. 2023-24 Budget Review and Update

Mr. Direso shared a budget presentation and went over the budget timeline. The Finance committee will review the updated 2023-24 Budget at the May 8, 2023 Finance Committee.

### IV. SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

The board met in an executive session immediately prior to tonight's meeting to discuss matters regarding School Safety and Security.

### V. PUBLIC COMMENTS ON ACTION ITEMS

None

### VI. APPROVAL OF MINUTES

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

**Motion to approve: Keith McCarrick**

**Second: Mike Elliott**

**Vote: 9-0**

### VII. PERSONNEL

- a. RETIREMENTS

i. **Janet Fritz**, Technology Assistant, submitted her intent to retire at the end of the 2022-2023 school year.

ii. **Tara Purcell**, Special Education Teacher, submitted her intent to retire at the end of the 2022-2023 school year.

- b. RESIGNATIONS

i. **Michelle L. Miller**, Administrative Assistant, resigned her position with the district, effective June 2, 2023.

ii. **Amy Burns**, Speech and Language Therapist, resigned her position with the district at the end of the 2022-2023 school year.

**UPPER PERKIOMEN SCHOOL DISTRICT**

**c. APPOINTMENTS**

**i. SUPPORT STAFF**

1. **Victoria Bosler**, Paraprofessional, to be hired subject to required clearances and employment history review, effective date to be determined, at \$14.50/hour, for the 2022-2023 school year.
2. **Tammy Grover**, Food Service Work, to be hired subject to required clearances and employment history review, effective date to be determined at \$12.00/hour, for the 2022-2023 school year.

**ii. SUPPLEMENTAL POSITIONS**

Area	Position	Name	Schedule	Stipend
High School	Assistant Football Coach	Matt Pirolli	A	\$6486.00

**iii. EXTENDED SCHOOL YEAR (ESY)**

1. **APPROVE** the following staff for **ESY**:

Name	Position	Pay Rate
Jenna Tyrrell	Teacher	\$38.00/hour
Heather Levan	Teacher	\$38.00/hour
Julia Cupitt	Teacher	\$38.00/hour
James Crognale	Teacher	\$38.00/hour
Michelle Stone	Teacher	\$38.00/hour
Gloria Hendricks	Teacher	\$38.00/hour
Shane Thrush	Teacher	\$38.00/hour
Jennifer Breuning	Teacher	\$38.00/hour
Edward Williams	Teacher	\$38.00/hour
Lindsey Callado	Teacher	\$38.00/hour
Melissa Teller	Teacher	\$38.00/hour
Jennifer Bamford	Teacher	\$38.00/hour
Vaune Klepac	Teacher	\$38.00/hour
Joy Pritchard	Paraprofessional	\$20.25/hour

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Jessica Nanni-Hoffman	Paraprofessional	\$14.50/hour
Jamie Spaar	Paraprofessional	\$14.50/hour
Samantha Adair-Babel	Paraprofessional	\$17.50/hour
Emily Reed	Paraprofessional	\$17.50/hour
Jennifer Petrucelli	Paraprofessional	\$14.50/hour
Kelly Jarrett	Paraprofessional	\$14.50/hour
Jessica Winkler	Paraprofessional	\$16.00/hour
Victoria Bosler	Paraprofessional	\$14.50/hour
Alison Johnson	Nurse	\$38.00/hour
Jill Day	Nurse	\$27.50/hour

**iv. POWER UP CAMP**

1. **APPROVE** the following staff for **Power Up Camp**:

<b>Name</b>	<b>Position</b>	<b>Pay Rate</b>
Susan Michael	Teacher	\$38.00/hour
Kelly Alderfer	Teacher	\$38.00/hour
Rebecca Detweiler	Teacher	\$38.00/hour
Brooke Oliver	Teacher	\$38.00/hour
Dana Braun	Teacher	\$38.00/hour
Megan Famularo	Teacher	\$38.00/hour
Bonnie Scott	Teacher	\$38.00/hour
Elias Peluso	Paraprofessional	\$14.50/hour
Linda Diehl	Paraprofessional	\$14.50/hour
Katerina Piston	Paraprofessional	\$14.50/hour
Lauren Maginnis	Paraprofessional	\$14.50/hour

**v. READY TO LEARN CAMP**

1. **APPROVE** the following staff for **Ready to Learn Camp**:

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Name	Position	Pay Rate
Susan Michael	Teacher	\$38.00/hour
Rebecca Detweiler	Teacher	\$38.00/hour
Heather Levan	Teacher	\$38.00/hour
Monica Walsh	Teacher	\$38.00/hour
Brianna McGinley	Teacher	\$38.00/hour
Kelly Alderfer	Paraprofessional	\$14.50/hour
Elias Peluso	Paraprofessional	\$14.50/hour
Linda Diehl	Paraprofessional	\$14.50/hour
Katerina Piston	Paraprofessional	\$14.50/hour
Caroline Hilbert	Paraprofessional	\$14.50/hour
Lauren Maginnis	Paraprofessional	\$14.50/hour

**vi. CURRICULUM WRITERS**

1. **APPROVE** the following curriculum writers for 2023-24 School Year:

Name	Course/Grade Level	Contract	Type
<b>ELEMENTARY &amp; 4-5 Science</b>			
Sara Barnoski	K Science	\$900	New
Shannon Noska	K Science	\$900	New
Abby Mackey	1st Science	\$900	New
Heather Levan	1st Science	\$900	New
Michele Sokalsky (tentative)	2nd Science	\$1,800	New
Kim Diffenderfer	4th Science	\$900	New
Wendy Popadak	4th Science	\$900	New
Toni Arner	5th Science	\$1,800	New
<b>ELEMENTARY &amp; MS FLITE, LIBRARY</b>			
Beth Avanzato	Library K-5	\$900	New
Tom Guellich	FLITE K-5	\$450	Revision
Matt Lippincott	FLITE K-5	\$450	Revision

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<b>BUSINESS DEPT. HS</b>			
Emily Barker	TV Studio Courses	\$1,800	Revision
<b>SOCIAL STUDIES</b>			
Colby Phillips	Intro to Political Science	\$1,800	New
Brian Peoples	Sociology	\$900	Revision
Lori Barsh	Psychology	\$900	Revision
<b>MS WORLD LANGUAGE</b>			
Rachel Schmeckenbecher	MS Exploratory Language	\$900.00	New
Molly Hartley	MS Exploratory Language	\$900.00	New

**d. OTHER**

- i. Approve Diane Grandizio, current 0.5 FTE Business Teacher, to carry out and receive compensation for an additional 0.5 FTE of Business Teacher duties for the period of April 14, 2023 to June 30, 2023 in accordance with the terms of a Memorandum of Understanding between the District, UPEA and Ms. Grandizio.

**Motion to approve in its entirety: Mike Elliott**

**Second: Keith McCarrick**

**Vote: 8-0 -1 abstain**

**VIII. ACTION ITEMS**

- a. Motion to appoint Drew Bishop as Business Administrator for a term commencing on July 1, 2023, and ending June 30, 2028, and approve the Employment Agreement with Drew Bishop which contains a first year annual salary of \$159,000.00 and is on file in the Office of the Director of Human Resources.

**Motion to approve: Keith McCarrick**

**Second: JP Prego**

**Vote: 9-0**

- b. Motion to approve the election of Drew Bishop as Secretary for the Upper Perkiomen Board of School Directors, effective July 1, 2023, without salary and bonded as per the School Code, for the remainder of the current term which ends on June 30, 2025.

**Motion to approve: Mike Elliott**

**Second: Keith McCarrick**

**Vote: 9-0**

- c. Motion to approve Megan Moyer, Assistant Business Administrator, as Temporary Board Secretary beginning on May 12, 2023 and continuing until either such time as Drew Bishop assumes the responsibilities of that position or July 28, 2023, whichever occurs first.

**Motion to approve: JP Prego**  
**Second: Keith McCarrick**  
**Vote: 9-0**

- d. Motion to approve Professional Development Contract with Teaching, Learning, and Succeeding (TLS) ([Attachment B](#)) for 2023-2024, not to exceed \$140,000, as recommended by the Educational Programs and Services Committee.

**Motion to approve: Mike Elliott**  
**Second: JP Prego**  
**Vote: 8-1 (Hofkin)**

- e. Motion to approve pay for completing Summer Curriculum Projects, ([Attachment C](#)) as recommended by the Educational Programs and Services Committee. Identified teachers to be paid at Curriculum rate, \$38/hour (beginning July 1) as per time sheets. Total not to exceed \$16,225.

**Motion to approve: Keith McCarrick**  
**Second: Mike Elliott**  
**Vote: 9-0**

- f. Motion to approve the following World Language Curriculum Materials, as a result of Curriculum Review, as recommended by the Educational Programs and Services Committee. Total not to exceed: \$13,100.

**Motion to approve: Mike Elliott**  
**Second: JP Prego**  
**Vote: 9-0**

Course/Grades	Resource	Cost per item	Total Cost
HS French III, IV	Chemins© 2023 Level 3	121.44 x. 15 students + shipping	\$2096.60
	Chemins© 2023 Level 4	121.44 x 10 students + shipping	\$1403.40
HS AP Spanish	Triangulo APreciado	47.48 x 15 students + shipping	\$780.00



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	Talk Abroad (online)	\$150	\$150
<b>HS German I,II</b>	Deutsch So Aktuell Bundle	\$65 x 125 units + shipping	\$8613.75

- g. Motion to approve student Waiver of Formal Hearing Agreements 04272023-1 and 04272023-2, copies of which are on file in the Office of the Superintendent.

**Motion to approve: Keith McCarrick**  
**Second: Judy Maginnis**  
**Vote: 8-1 (Hofkin)**

- h. Motion to direct the Administration, in collaboration with the applicable tax collector, to issue revised tax notices that contain an extended time period, but not beyond June 30, 2023, to pay at the discounted rate to the owners of the following properties located in Pennsburg Borough for the fiscal year as listed: 15-00-01681-05-9 (2021), 15-00-01681-06-8 (2021), 15-00-01681-09-5 (2021), 15-00-01681-10-4 (2021), and 15-00-01681-08-6 (2022).

**No motion asked for. Take time between now and the next meeting to address the issue.**

**IX. PUBLIC COMMENTS**

None

**X. BOARD COMMENTS**

Judy - Received an email apology regarding stealing Mr. Kenwood.

**XI. ADJOURNMENT**

**Motion to adjourn: Keith McCarrick**  
**Seconded: Mike Elliott**  
**Time 7:56 pm**

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**Daniel C. Direso**

**UPPER PERKIOMEN SCHOOL DISTRICT**

<b>FUTURE BOARD &amp; COMMITTEE MEETINGS</b>			
	<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
Finance Committee Meeting	05/08/23	6:00 pm	Education Center
School Board Meeting	05/11/23	7:00 pm	Education Center
Policy Committee Meeting	05/15/23	5:00 pm	Education Center
Facilities Committee Meeting	05/15/23	6:00 pm	Education Center
Educational Programs & Services Committee Meeting	05/18/23	6:00 pm	Education Center
ExtraCurricular Committee Meeting	05/22/23	6:00 pm	Education Center
Communication Committee Mtg.	05/25/23	6:00 pm	Education Center
School Board Workshop	05/25/23	7:00 pm	Education Center