

UPPER PERKIOMEN SCHOOL DISTRICT
2229 East Buck Road
Pennsburg PA 18073

BOARD WORKSHOP
August 25, 2022

CALL TO ORDER

The Board Workshop of the Board of School Directors of the Upper Perkiomen School District was called to order by President Judith Maginnis, at 7:00 p.m. in the Upper Perkiomen Education Center.

The following Board members attended: J.P. Prego, Mike Elliott, Judy Maginnis, Peg Pennepacker, Melanie Cunningham, Emily McCormick (virtual), and Keith McCarrick. Absent members were: Raeann Hofkin and Dana Hipszer. Administration in attendance were: Allyn Roche, EdD., Andrea Farina, EdD., Georgiann Fisher, and Daniel Direso. Others in attendance were: Kyle Somers.

COMMITTEE REPORTS

a. Communications Committee - Mike Elliott

Mr. Elliott announced that the next meeting is scheduled for September 22, 2022 at 6:00 pm.

b. Educational Programs and Services Committee – Mike Elliott

Mr. Elliott announced that the next meeting is scheduled for September 15, 2022 at 6:00 pm.

c. Extracurricular Committee – Dana Hipszer

No report.

d. Facilities Committee – Melanie Cunningham

Mrs. Cunningham reported that a handout was created for the Board, or anyone else who would like it, that compiled the summer projects that were completed. Mrs. Cunningham thanked Mr. Kenwood and the custodial staff for all of their hard work over the summer to get those jobs completed. Mrs. Cunningham said she would like to have a high school walk through to see the work going on there. Mrs. Cunningham gave an update on the GESA projects and said much of the work has been done, the feasibility study is ongoing, and the basin stabilization project is done. Mrs. Cunningham talked about a proposal from St. Luke's about door covers and banners inside the stadium and asked to have a discussion to hear Board members thoughts. Dr. Roche showed slides with versions of the proposed door covers for the athletic entrance and training room, and banners for the high school gymnasium and UPHS Keeny stadium.

Mrs. Cunningham said a roofing master plan is being worked on and also a bid package for the 4th & 5th Grade Center Administration Area. It was announced that custodial staff is still needed and a motion is on the agenda for a firm that will hopefully help out with staffing. Mrs. Cunningham said they discussed the bridge closure at the meeting and the emergency exits at the high school. The Upper Hanover Authority is charging tapping fees for Hereford Elementary and the Middle School, Mrs. Cunningham said that is being looked into and they are working on that situation. Mrs. Cunningham said she was not happy that these notices were sent out after the final budget was passed.

Mrs. Cunningham thanked Dr. Farina and Mr. Kenwood for their work on a few grants and that the funds from them will be coming in to the district soon.

The next meeting is scheduled for September 26, 2022 at 7:00 pm.

- e. Finance Committee – Melanie Cunningham
Mrs. Cunningham said the discussion at the meeting was the Act 1 index for next school year and the possible rates, the STEB ratio, and a fuel price lock-in. The committee also talked about purchasing one or two vans through Costars for athletics, the Western Center capital improvements that the district will have a share in, and the Per Capita tax and specifically Berkheimer.
- f. Policy Committee – Peg Pennepacker
Ms. Pennepacker reported that the committee along with Dr. Farina and Mrs. Fisher, continued updating and revising the 300 section policies. Those recently reviewed will be coming to the full board for approval. Ms. Pennepacker said in addition a conversation was started regarding home-school students and participation in extra-curricular activities and the Western Center studies. The next meeting is scheduled for September 19, 2022 at 7:00 pm.
- g. Western Montgomery Career & Technology Center – Keith McCarrick
Mr. McCarrick reported that the Western Center held a sale over the summer for many older pieces of equipment and also auctioned off the tiny house that was built and with all of those sales the Western Center made about \$114,000. Mr. McCarrick said the school was getting ready for the new year, open positions are all close to being filled, the hair salon will be taking appointments, and the culinary department is trying to have public monthly meals again.
- h. Upper Perkiomen Education Foundation – Emily McCormick
Mrs. Maginnis reported that a highlight was that the Foundation completed their first year of Teacher grants and provided quite a few grants for the schools, the 4th & 5th Grade Center is going to have a Yearbook Club this year so the Foundation provided a grant for digital cameras for them. Mr. Thrush was looking into purchasing a t-shirt press for his group of students in the transition program and the Foundation has already provided some of that cost. The Spirit Store is open for apparel and the UP Education Foundation provided a donation to cover the costs of the t-shirts that were given out at Convocation. The next meeting is scheduled for September 8, 2022.
- i. Montgomery County Intermediate Unit – Judy Maginnis
Mrs. Maginnis reported that the Intermediate Unit is looking to purchase another property on Morris Road, which would be to expand services for this area. PATTAN gave a presentation on all the services that they provide to school districts.
- j. Legislative Liaison Report – Peg Pennepacker
Ms. Pennepacker said meetings will be held again when school starts. Ms. Pennepacker said one piece of legislation the board is following was the state bill introduced last week to continue free meals in Pennsylvania.
Mr. Somers spoke about the Kennedy vs. Bremerton School District Supreme Court decision. Mr. Somers explained the different decisions and appeals to make the Board and Administration aware of the case.
Ms. Pennepacker encouraged Board members to continue to follow legislative activity through Dr. Roche's weekly Board update as he lists many legislative happenings.

Ms. Pennepacker gave a PIAA update about the summer meeting that was held, which included one eligibility hearing and various staff and committee reports. Ms. Pennepacker reported that the advance group gave a presentation about NIL (Name, Image and Likeness), and the group presented about the NIL process. The PIAA and Board will continue conversations about the topic. Ms. Pennepacker shared with the Board that in August she was

invited to attend the PIAA Officials Convention in Harrisburg, to present and be part of a panel. Ms. Pennepacker said that being with that group was a first and it was a nice experience.

- k. Regional Planning Commission Representative – Dana Hipszer
No report.

PRESENTATIONS

- a. Review of the UPSD Revised Health & Safety Plan (Attachment A)

Dr. Roche and Dr. Farina presented the new information. Dr. Farina reported that the recommendation is that the district will align with the CDC recommendations involving positive cases, masking and quarantining and how there will be no contact tracing or testing at the district. Dr. Farina said the district will be operating under the communicable disease policy.

SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

Mr. Somers announced that an Executive Session was held prior to the evening's meeting for the purpose of discussing a matter of collective bargaining involving the Upper Perkiomen Education Association, a confidential student matter, and matters related to the evaluation of performance of the Superintendent of Schools. Mr. Somers reminded the public to complete the public comments form and place in the box, in the event that anyone wishes to comment.

PUBLIC COMMENTS ON ACTION ITEMS

None

APPROVAL OF MINUTES

Motion by Keith McCarrick, seconded by Melanie Cunningham, to approve the **May 26, 2022, Board Workshop Minutes** (Attachment A). Motion carried; all voted aye.

PERSONNEL

Motion by Keith McCarrick, seconded by Mike Elliott, to approve the **Personnel Report as presented**. Motion carried; all voted aye.

a. RESIGNATIONS

- i. **Faith Bahm**, Food Service Worker, resigned her position with the district, effective August 7, 2022.
- ii. **Alicia Beer**, Physical Education Teacher, resigned her position with the district, effective October 9, 2022.
- iii. **Carly Harnish**, Reading Paraprofessional, resigned her position with the district, effective August 15, 2022.
- iv. **Whitney Mattox**, Speech and Language Therapist, resigned her position with the district, effective September 23, 2022.
- v. **Amy Schmoyer**, Custodian, resigned her position with the district, effective August 19, 2022.
- vi. **Ethel McGowan**, Cafeteria/Playground Aide, resigned her position with the district, effective August 22, 2022.
- vii. **Charles Brennan**, Custodian, resigned his position with the district, effective August 22, 2022.

b. APPOINTMENTS

i. PROFESSIONAL STAFF

- 1. **Kelly Alderfer**, Long-Term Substitute Librarian, to be hired effective August 23, 2022, subject to review of employee history and required clearances at Bachelor's, Step 1 for the 2022-2023 school year.

2. **Rachael Krock**, Kindergarten Teacher, to be hired effective August 23, 2022, subject to review of employee history and required clearances at Bachelor's, Step 1 for the 2022-2023 school year.

ii. **SUPPORT STAFF**

1. **Lori Preite**, Staff Nurse, to be hired, subject to review of required employment history and clearances, at \$22.00/hour, for the 2022-2023 school year.
2. **Sarah Weidenmoyer**, Food Service Manager, to be hired, subject to review of required employment history and clearances, at \$14.00/hour, for the 2022-2023 school year.
3. **Charlene Heinrichs**, existing employee, appointed to the role of Head Custodian, effective August 22, 2022 at \$17.50/hour.
4. **Kristal Bitner**, existing employee, appointed to the role of Registration and Transportation Administrative Assistant, effective date to be determined, at \$22.50/hour.
5. **Jessica Gerhart**, Cafeteria/Playground Aide to be hired, subject to required employment history and clearances at \$11.25/hour, for the 2022-2023 school year.
6. **Deb Niess**, Cafeteria/Playground Aide to be hired, subject to required employment history and clearances at \$11.25/hour, for the 2022-2023 school year.
7. **Ashley Lord**, existing employee, appointed to the role of Paraprofessional, effective date to be determined, at \$14.50/hour.
8. **Beth Maiuro**, Part-Time Food Service Worker, to be hired, subject to review of required employment history and clearances at \$12.00/hour, for the 2022-2023 school year.

iii. **SUPPLEMENTAL POSITIONS**

1. For the **2022-2023** school year:

Area	Position	Name	Schedule	Salary
Water Polo	HS Assistant Coach	Dallas Commons	B (50%)	\$995.00

2. **GAME/EVENT WORKERS** for 2022-2023 school year:

Name	Name
Arner, Antoinette	Lonergan, Chris
Best, Brook	McDermott, Timothy
Bieler, Christopher	McFadden, James
Bowe, Matt	Mercon, Frank
Brittain, John	Mowrer, Clayton
Cairns, Cindy	Niemann, Todd
Cascioli, Lori	Oliver, Brooke
Comer, Becky	Olson, Kristina
Cole, Scott	Peoples, Brian
Csekitz, Diane	Quatrani, Ernest
Eicheldinger, Kenneth	Rambo, Kathleen

Flack, Susan	Rossiter, Rick
Fowkes, Christian	Schoelkopf, Sharon
Guenther, Ruth	Suhl, Wayne
Haff, Nancy	Sullivan, Dean
Hontz, Thomas	Svanson, Michael
James, Tracy	Thren, Greg
Jurglewicz, Bernie	Thren, Vicki
Kranich, Glenn	Thrush, Shane
Kressly, Rich	Tirjan, Michael
Kunkle, Benjamin	Wickard, Evan
Leskusky, Vincent	Wickard, Meredith
Lewis Casey	Williamson, John

3. **EVENT MANAGERS** for the 2022-2023 school year:

NAME
Cole, Scott
Brittain, John
Fisher, Kyle
Freed, Mike
Guenther, Ruth
Jurglewicz, Bernie
Rossiter, Rick
Suhl, Wayne
Sullivan, Dean

4. **SITE MANAGERS** for the 2022-2023 school year:

Name
Bowe, Matt
Brittain, John
Cole, Scott

Detterline, Kate
Fisher, Kyle
Flack, Susan
Freed, Mike
Guenther, Ruth
Jurgelewicz, Bernie
Kressly, Rich
Needs, Doug
Petsch, Shelli
Rossiter, Rick
Schoelkopf, Sharon
Sokel, Carla
Suhl, Wayne
Sullivan, Dean
Warren, Jamie

5. **DETENTION MONITORS** for the 2022-2023 school year:
- a. Mike Tirjan
 - b. Diane Brust
 - c. Vince Leskusky
 - d. Briana Wolfgang
 - e. Taylor Gregory
 - f. Tasha Rushatz
 - g. Laura Hilehoffer
 - h. Debra Burns
 - i. Todd Niemann
 - j. Monica Griffith
 - k. Christa Paul
 - l. Danielle Hawthorne
 - m. John Gunning
 - n. Bob LaSalle
 - o. Caren Miller
 - p. Leanne Legendre
 - q. Kathy Stattel
6. **SUMMER CURRICULUM PROJECT**, payment for teachers at \$37/hr, not to exceed \$2,500 total for all projects:
- a. Stephanie Diehl
 - b. Kathy Fehr
 - c. Holly Francisco
 - d. Lisa Gross
 - e. Tessa Kiesel
 - f. Heather Levan
 - g. Mary Kate Raytek
 - h. Danelle Rodgers

c. LEAVES OF ABSENCE

- i. **Katherine Perkins**, approved Child-Rearing Leave, expected to commence on January 24, 2022, and continue for 6-8 weeks, Family and Medical Leave to continue until April 18, 2022, unpaid leave to extend through January 23, 2023.
- ii. **Amanda Higgins**, Maternity Leave expected to begin on November 8, 2022 and continue for 6-8 weeks, Family and Medical Leave to continue through February 15, 2023.

ACTION ITEMS

- a. Motion by Keith McCarrick, seconded by Melanie Cunningham, to approve **a revised UPSD Health & Safety Plan for the beginning of the 2022-23 school year.** (Attachment C).
VOTE: Hofkin – absent, Prego – yes, Hipszer – absent, Elliott – yes, Maginnis – yes, Pennepacker – yes, Cunningham – yes, McCormick – yes, **McCarrick – no.** Motion carried.
- b. Motion by Melanie Cunningham, seconded by Mike Elliott, to **approve the Overnight Trip:**
 - i. **Motion to approve members of the Upper Perkiomen High School Choir, Band and Orchestra to perform at Universal Studios and Disney World**, February 4-7, 2023 in Orlando, Florida.
Motion carried; all voted aye.

Motion by Keith McCarrick, seconded by JP Prego, to approve **Action items C, D and E:**

- c. Motion to approve **the agreement between Upper Perkiomen School District and the Delta T Group Delta-T Group for intermittent independent professionals** (contractors) in the Human Services, Behavioral Healthcare, and Nursing fields at the contracted rates as attached for July 1, 2022 through June 30, 2023. (Attachment D)]
- d. Motion to approve **the MCIU agreement for Literacy Professional Development for the 2022-2023 school year.** (Attachment E)
- e. Motion to approve **Professional Development Contract with TLS for 2022-2023**, not to exceed \$150,000 and paid for through grant funding. (Attachment F)

Motion carried; all voted aye.

Motion by Keith McCarrick, seconded by JP Prego, to approve **Action items F, G, H, and I:**

- f. Motion to approve **Michael Gossert to serve as President-Elect for PSBA.**
 - i. Michael Gossert, Cumberland Valley School District
- g. Motion to approve **Allison Mathis to serve as Vice-President of PSBA.**
 - i. Allison Mathis, North Hills School District
- h. Motion to approve **Amy Goldman to serve as Section E4 Advisor of PSBA.**
 - i. Amy Goldman, Radnor Township School District
- i. Motion to approve **Kathy K. Swope and Roberta M. Marcus to serve as a Trustee on the PSBA Insurance Trust Board**, term ending December 31, 2025. (Choose up to two candidates)
 - i. Kathy K. Swope
 - ii. Roberta M. Marcus

VOTE: Hofkin – absent, Prego – yes, Hipszer – absent, Elliott – yes, Maginnis – yes, Pennepacker – yes, **Cunningham – no**, McCormick – yes, **McCarrick – no.** Motion carried.

- j. Motion by Keith McCarrick, seconded by Melanie Cunningham, to approve **an Addendum to the Staffing Agreement dated August 18, 2020**, between both Upper Perkiomen School District and General Healthcare Resources, LLC d/b/a GHR Education. (Attachment G). Motion carried; all voted aye.

Motion by Keith McCarrick, seconded by JP Prego, to approve **Action items K and L:**

- k. Motion to approve a **Service Agreement between Upper Perkiomen School District and Precision Human Resources Inc. to provide custodial staffing services as needed.** (Attachment H)
- l. Motion to approve the **UPSD Employee Referral Bonus Program** for identified positions as attached. (Attachment I)

Motion carried; all voted aye.

PUBLIC COMMENTS

None

BOARD COMMENTS

Keith McCarrick said that it should be considered to allow Mrs. Hofkin back on committees. Melanie Cunningham agreed with Mr. McCarrick's thoughts.

Peg Pennepacker said she had the pleasure of attending the Link Crew Orientation and said it was a really nice experience. Ms. Pennepacker also attended the convocation and said it was wonderful, and working the grill with Mr. Kenwood was the highlight of her week.

Mike Elliott agreed that both the Link Crew Orientation and the convocation were awesome.

Judy Maginnis reminded everyone about the committee meetings and on ways to reach the Board.

ADJOURNMENT

Motion by Melanie Cunningham, seconded by Keith McCarrick to **adjourn the meeting at 7:52 p.m.** Motion carried; all voted aye.

Daniel C. Direso, Board Secretary

