

**UPPER PERKIOMEN SCHOOL DISTRICT**  
**2229 East Buck Road**  
**Pennsburg PA 18073**

**BOARD WORKSHOP**  
**September 24, 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 Kerry Drake, at 7:00 p.m. as a virtual meeting.

The following Board members attended: Dr. Kerry A. Drake, Mike W. Elliott, Melanie R. Cunningham, Stephen L. Cunningham, Dana E. Hipszer, Raeann Hofkin, Judy Maginnis, Keith McCarrick, and Peg Pennepacker. Administration in attendance were: Allyn Roche, EdD., Andrea Farina, EdD., Sandra Kassel and Georgiann Fisher. Others in attendance were: Kyle Somers, Kim Bast, Allison Terrio, Lindsey Borgese, and Jenna Klenieski.

**APPROVAL OF MINUTES**

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve the **August 27, 2020, Board Workshop Minutes** (Attachment A). Motion carried; all voted aye.

**PRESENTATIONS**

**a. Update on Considerations for Returning to In-Person Instruction by Dr. Roche and Dr. Farina**

Dr. Roche and Dr. Farina presented on various metrics that will be monitored, and other considerations that will help inform and guide the recommendation to the School Board about the instructional model for our students moving forward.

The Board members had several questions and a discussion was held.

**SOLICITOR'S REPORT**

Dr. Drake welcomed Mr. Somers back after an extended leave. Mr. Somers announced that a virtual Executive Session was held prior to the evening's meeting for the purpose of discussing a matter regarding real estate, a matter of personnel regarding a professional employee and to receive information but not deliberate on one additional item.

**PERSONNEL**

Motion by Stephen Cunningham, seconded by Melanie Cunningham, to approve the **Personnel Report as presented:**

**a. APPOINTMENTS**

**i. SUPPLEMENTAL POSITIONS**

**1. COACHES** for Unified Sports for 2019-2020 school year:

Bamford, Jen	\$250.00
Thrush, Shane	\$500.00
Willett, Christina	\$250.00

**2. SUPPLEMENTAL POSITIONS** for the 2020-2021 school year:

	POSITION	NAME	SCHEDULE	SALARY
Middle School	Newspaper	Pamela McGovern	A	\$1678.00
Middle School	Drama Director	Pamela McGovern	A	\$2321.00
Middle School	Asst. Drama Director	Robin Holman	A	\$1200.00
Middle School	Asst. Drama Director	Mary Wietecha	A	\$1200.00

b. **LEAVE OF ABSENCE**

- i. **Kelly Urban**, approved **Maternity Leave** expected to commence on or about November 17, 2020 and continue for 6- 8 weeks, **Family and Medical Leave** to continue until February 9, 2021.

c. **OTHER**

- i. Grant **Tenure Status** to the following Temporary Professional Employees, effective for the 2020-2021 school year:
1. Paige Pyatt

Motion carried; all voted aye.

**ACTION ITEMS**

- a. Motion by Stephen L. Cunningham, seconded by Mike Elliott, to approve **the attached list of drivers employed by our transportation contractor, Coventry Transportation**, for our buses and vans. (Attachment B). Motion carried; all voted aye.
- b. Motion by Melanie Cunningham, seconded by Stephen Cunningham, to approve **an amendment to the transportation contract with Coventry Transportation regarding the installation of new hardware and software** for the Safe Transport software. (Attachment C). Motion carried; all vote aye.

Motion by Stephen Cunningham, seconded by Judy Maginnis, to approve **Action Items c and d:**

- c. Motion to approve the **agreement with HelloSign for one year, beginning September 28, 2020, in the amount of \$7,920.00**. HelloSign will provide the service of electronic signatures for Pupil Service and Special Education documents.
- d. Motion to approve the **License Fee Plan with NFHS School Broadcast program d/b/a PlayOn! Sports in the amount of \$3,000 which would provide consumer access to regular season sports content and non-sports events (Live and On-Demand) free to watch.**

Motion carried; all voted aye.

**COMMITTEE REPORTS**

Dr. Drake announced that the committee meetings are again underway, and that at the October workshop meeting each committee will give an update.

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

Mrs. Maginnis reported that the first meeting is scheduled for September 28, 2020

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

Dr. Drake reported that the first meeting is scheduled for September 28, 2020 with several items on the agenda. He said the first topic will be on the virtual instruction and if it's working or if there any areas that need attention.

c. **Extracurricular Committee** – Peg Pennepacker

Ms. Pennepacker reported that the first official meeting was held on September 17<sup>th</sup> and the mission statement for the committee was acknowledged and approved. She said that each committee member will serve as a liaison for each of the five schools. There was a discussion about the sports, band choir fundraising scholarship and Mrs. Kassel shared the history and current balance. The next meeting is scheduled for October 15, 2020.

d. **Facilities Committee** – Melanie Cunningham

Mrs. Cunningham reported that a meeting was held September 17<sup>th</sup>. She said there was a discussion about many topics, including the middle school project being just about completed, the secure entrances at Marlborough and the high school, awaiting the conclusion of the ESCO (Energy Savings) contracts and updating the high school library. Mrs. Cunningham said they also talked about trees at Marlborough, the high school and the 4<sup>th</sup> & 5<sup>th</sup> Gr. Center that need to be taken down, Marlborough's playground and the signage for the stadium. She said the 4<sup>th</sup> & 5<sup>th</sup> Gr. Center drop off is still being discussed and the possibility of placing a fence around the playground at the 4<sup>th</sup> & 5<sup>th</sup> Gr. Center. The next meeting is scheduled for October 15, 2020.

e. **Finance Committee** – Melanie Cunningham

Mrs. Cunningham reported that there were discussions on changes in accounting for scholarship and activities funds, the transportation contract ending in 2021 and putting out an RFP soon, COVID-19 Grants and where some of that was spent and the Wood property in Red Hill. The next meeting is scheduled for October 19.

f. **Policy Committee** – Raeann Hofkin

Mrs. Hofkin said the committee is reviewing every policy and are up to the 200's. Mrs. Hofkin and Dr. Farina asked the board to review the 200's because they are pupil related and have an impact on the operation of the school buildings. The next meeting is scheduled for October 19, 2020.

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

Mr. Elliott had no news to report.

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

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

Mrs. Maginnis reported that this was Dr. George's last meeting at the MCIU, he is moving on to work at the state level. It was announced that the renovations at the 1605 W. Main building should be complete in one month. The EI classrooms will be open next week as well as the space for the mental health program. There is no meeting in October, the next meeting is scheduled for November 18, 2020.

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

Ms. Pennepacker reported that PSBA sent out a Closer Look publication to the public schools on protection from opportunistic lawsuits that seek to take advantage of the COVID-19 emergency. She said that Senate Bill 1216 was amended on the House floor, the House of Representatives passed House Bill 2100 which designates September 11<sup>th</sup> as Remembrance Day in Pennsylvania and veteran recognition. Ms. Pennepacker talked about the House of Representatives veto of House Bill 2787 and gave an update on that topic.

- k. **Upper Perkiomen Education Foundation** – Mike Elliott  
Mr. Elliott announced that the Education Foundation has a new website, it is [www.upperperkfoundation.org](http://www.upperperkfoundation.org).
- l. **Regional Planning Commission Representative** – Dana Hipszer  
Mr. Hipszer said the Regional Planning Commission discussed plans to update the Comprehensive Plan, the plan is in place for ten years and is due at this time.  
The next meeting of the Planning Commission is October 21, 2020.

### **PUBLIC COMMENTS**

Lindsey Borgese, Upper Hanover Township, thanked teachers and administrators for all their hard work. She said that parents of elementary aged students are drowning and asked to please consider sending elementary students back to school.

Dr. Jenna Klenieski, Marlborough Township, asked how the state came up with their statistics and feels the county has reached a baseline. She asked at what point the district will determine the numbers are going down and return to in-person learning.

Allison Terrio, Pennsburg, has children in UPOLA and asked if that will be staying the same, she is very happy with the program and schedule. Mrs. Terrio asked Mrs. Cunningham about the Marlborough playground, she is the PTFS Treasurer and said there are funds available to help with the playground.

Dr. Drake talked about the Board receiving emails with questions and comments about the school programs, he said that every effort is made to try and help and respond, but that often the emails are forwarded to administration who may be able to answer more sufficiently.

Mr. Cunningham gave the Western Center Committee Report, he said the program is going well, some students are at home but do come in on Wednesdays for hands-on learning.

Mr. Elliott welcomed Mr. Somers back.

### **ADJOURNMENT**

Motion by Stephen Cunningham, seconded by Melanie Cunningham, to **adjourn the meeting at 8:43 pm**. Motion carried; all voted aye.

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Sandra M. Kassel, Board Secretary