

UPPER PERKIOMEN SCHOOL DISTRICT
2229 East Buck Road
Pennsburg PA 18073

BOARD WORKSHOP
October 27, 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: Raeann Hofkin, J.P. Prego, Dana Hipszer, Judy Maginnis, Peg Pennepacker, Melanie Cunningham, Emily McCormick and Keith McCarrick. Absent member was: Mike Elliott. Administration in attendance were: Andrea Farina, EdD., Georgiann Fisher, Daniel Direso, Jeffrey Fries, Allison Stephens, Art Vigilante, Christine Siegfried, Robert Carpenter, EdD, and Kimberly Bast. Others in attendance were: Kyle Somers, Rachel Landis, Gene Dolloff, and Jennifer Hartzel.

COMMITTEE REPORTS

a. Communications Committee - Mike Elliott

Mrs. McCormick reported that the committee has not met since the last meeting and there is no report.

b. Educational Programs and Services Committee – Mike Elliott

Mrs. McCormick reported that the committee has not met since the last meeting and there is no report.

c. Extracurricular Committee – Dana Hipszer

Mr. Hipszer reported that the Extra-Curricular Committee had two meetings to report on. For the first meeting the primary focus of the meeting was refining and amending the procedure and policy for adding sports, and representatives from the Youth Wrestling Program were in attendance. Mr. Hipszer reported that at the second meeting the High School and Middle School Band Directors were present to discuss their programs and that a discussion was had regarding non-public students participating in the district's extra-curricular programs. The next meeting is scheduled for November 28, 2022 at 6:00 pm.

d. Facilities Committee – Melanie Cunningham

Mrs. Cunningham reported that at the last meeting a presentation was given by KCBA Architects, the firm that is conducting the Feasibility Study for the district. Mrs. Cunningham said that she would like to hold some of the Facility meetings and then conduct walk-throughs at the different buildings. Mrs. Cunningham gave an explanation about the two motions on the agenda. The next meeting is scheduled for November 28, 2022.

e. Finance Committee – Melanie Cunningham

Mrs. Cunningham said the discussion at the meeting was discussing the STEB ratio and the Act 1 index, and the possibility of having to raise taxes. Mrs. Cunningham said the Capital balances were reviewed, the Food service contract with the Western Center was discussed, and several other contracts that will be ending soon and the idea of sending out new RFP's. Mrs. Cunningham said that Dan Direso asked to review Policy 616, Payment of Bills, to discuss having the bills approved in a timelier manner. The next meeting is scheduled for November 21, 2022.

f. Policy Committee – Peg Pennepacker

Ms. Pennepacker reported that a discussion was had on the progress of developing policy to accommodate Act 55, which pertains to home-school students participating in district programs. Ms. Pennepacker said that the committee also discussed procedures for adding a sport, updating and revising the student athlete code of conduct manual, and policies 326 and 330 and moving those policies forward for a first read in November. The next policy meeting is scheduled for November 21, 2022 at 5:00 pm.

g. Western Montgomery Career & Technology Center – Keith McCarrick

Mr. McCarrick reported that an Open House will be held on December 7, 2022 at the Western Center. Information sessions for registered, prospective students will be from 5:00 pm until 6:00 pm and the Open House will be from 6:00 until 8:00 pm for everyone. The weekly newsletter from the Western Center contains a student highlight and this week the Newsletter featured Upper Perkiomen student Julie Boyle.

h. Upper Perkiomen Education Foundation – Emily McCormick

Mrs. McCormick reported that Spirit Store opens on November 1st.

i. Montgomery County Intermediate Unit – Judy Maginnis

Mrs. Maginnis reported that the MCIU does not meet in October, so there is no report. The next meeting is November 16, 2022.

j. Legislative Liaison Report – Peg Pennepacker

Ms. Pennepacker talked about a bill relating to economics and personal finance course graduation requirements, and a hearing that pertains to a proposed parent's bill of rights. Ms. Pennepacker announced that the Legislative breakfast is scheduled for April 28, 2023 in King of Prussia. Ms. Pennepacker encouraged Board members to continue to follow legislative activity through Dr. Roche's weekly Board update as he lists many legislative happenings.

k. Regional Planning Commission Representative – Dana Hipszer

Mr. Hipszer reported that at the meeting a land use inventories summary was presented by Eric Jarrell from the Montgomery County Planning Commission, and municipality reports were given.

Rachel Landis announced that the Homecoming Dance and game were held last week and that Senior Night will be held at the football game on Friday, October 28th.

PRESENTATIONS

a. 2021-22 UPSD Data Presentation – Building Principals

Jeffrey Fries, Hereford Elementary Principal, Allison Stephens, Marlborough Elementary Principal, Art Vigilante, 4th & 5th Grade Center Principal, Christine Siegfried, Middle School Principal and Dr. Robert Carpenter, High School Principal, presented a slide show reporting on the data of student achievement and growth. The principals each gave an in-depth report of the results of PSSA tests and Keystone exams on several subjects and shared planned action steps and goals. The building principals gave credit to the teachers for the work they have put in. Kimberly Bast gave an explanation on some of the areas presented.

b. Board Policy Revision (First Reading)

i. Policy No. 006.1 – Remote Participation in Board Meeting (Final Revision)

Ms. Pennepacker reported that the Board received the final changes.

Raeann Hofkin left the meeting at 8:37 p.m.

SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

Mr. Somers announced that the Board of School Directors met in an executive session immediately prior to tonight's meeting for the purpose of discussing matters of collective bargaining with the Upper Perkiomen Education Association. Mrs. Somers announced a correction on the Personnel Report, Section B. ii., Supplemental Positions, Drama/Musical for Marti O'Conner, the chart should read Schedule A, with a salary of \$1,200 and the name Martin O'Conner. Mr. Somers advised the Board to make the Personnel Report motion with the corrections made. Mr. Somers reviewed the Public Comments sections.

PUBLIC COMMENTS ON ACTION ITEMS

Gene Dolloff commended the district on the Data Presentation.

APPROVAL OF MINUTES

Motion by Keith McCarrick, seconded by Melanie Cunningham, to approve the **September 22, 2022, Board Workshop Minutes** (Attachment A). Motion carried; all voted aye.

PERSONNEL

Motion by Keith McCarrick, seconded by Melanie Cunningham, to approve the **Personnel Report with the corrections stated**. Motion carried; all voted aye.

a. RESIGNATIONS

- i. **Heather Baker**, Paraprofessional, resigned her position with the district, effective October 26, 2022.
- ii. **Joanne Walker**, Custodian, resigned her position with the district, effective October 21, 2022.

b. APPOINTMENTS

i. SUPPORT STAFF

1. **Deborah Benner**, existing employee appointed to the position of Kitchen Manager at \$16.86/hour, effective September 6, 2022.
2. **Jody Scheifley**, Full-Time Food Service Worker, to be hired subject to required clearances and employment history review, at \$12.00/hour for up to 190 days, prorated for the 2022-2023 school year.

ii. SUPPLEMENTAL POSITIONS

1. **DETENTION MONITORS** for the **2022-2023** school year:
 - a. Edward Williams

Area	Position	Name	Schedule	Salary
Drama/Musical	MS Assistant	Jodie Sell	B	\$960.00
Drama/Musical	MS Assistant	Martin O'Conner	A	\$1,200.00
Drama/Musical	MS Assistant	Max Gorman	B	\$960.00
Swim	HS Assistant Coach	Adam Kruppa	B	\$2442.00

c. LEAVES OF ABSENCE

- i. **Michael Calvello**, approve Family and Medical Leave, beginning November 14, 2022 and continuing through November 28, 2022.
- ii. **Kathleen Molohon**, approve unpaid sick leave from November 1, 2022, for up to eight weeks as needed.

ACTION ITEMS

- a. Motion by Melanie Cunningham, seconded by Keith McCarrick, to approve **a Waiver of Formal Hearing** for a student whose file is on record in the Office of the Superintendent. Motion carried; all voted aye.

Motion by Keith McCarrick, seconded by JP Prego, to approve **Action Items b, c, d, and e**:

- b. Motion to approve **the submission of PlanCon Part J: Project Accounting Based on Final Costs** for the construction of the Middle School to the Pennsylvania Department of Education (Attachment B)
- c. Motion to approve the following **Norman's Bus Service Inc. staff for 2022-2023**:
 1. Karen Malone
- d. Motion to **award a roofing construction contract for the 4-5 Center Roofing Project to J.M. Young & Sons, Inc.** of Belleville, PA in the amount of \$259,060. The award consists of the Base Bid plus Alternates 1 and 3 (Attachment C).
- e. Motion to approve **GESA Project Allowance Request** to add fluid filters on the North and South Geothermal loops at Upper Perkiomen High School at a cost of \$9,121.25 (Attachment D).

Motion carried; all voted aye.

PUBLIC COMMENTS

Jennifer Hartzel, East Greenville, said that she received her daughter's Keystone test results but said her daughter did not take the Keystone tests and also asked everyone to try and come to Senior night the next night.

ADJOURNMENT

Motion by Keith McCarrick, seconded by Melanie Cunningham to **adjourn the meeting at 8:46 p.m.** Motion carried; all voted aye.

Daniel C. Direso, Board Secretary

