

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

**BOARD WORKSHOP**  
**May 23, 2019**

**CALL TO ORDER**

The Board Workshop of the Board of School Directors of the Upper Perkiomen School District was held in the Upper Perkiomen School District Education Center with the following people attending: Joan T. Smith, James C. Glackin, Judy Maginnis, Dr. Kerry A. Drake, Mike W. Elliott, Stephen L. Cunningham, Dr. John L. Farris and Melanie R. Cunningham. Absent member was: Raeann B. Hofkin. Others in attendance were: Andrea Farina, EdD., Sandra M. Kassel, David Conn, Katherine Metrick, Deb Wheeler, Dyan Hipszer, Paula Germinario, Dan Direso, and Doug Kenwood.

**APPROVAL OF MINUTES**

Motion by Melanie R. Cunningham, seconded by Stephen L. Cunningham, to approve the **April 25, 2019, Board Workshop Minutes** (Attachment A). VOTE: Smith – yes, **Glackin –abstain**, Maginnis – yes, **Hofkin – absent**, Drake – yes, Elliott – yes, S. Cunningham – yes, Farris – yes, M. Cunningham – yes. Motion carried.

**COMMITTEE PRESENTATIONS/DISCUSSIONS**

**a. FINANCE**

**i. Food Service Update**

Paula Germinario, Food Services Director and Dan Direso, Assistant Business Administrator, presented an update on the Food Service Department. They presented and discussed meal participation rates, meals served, percentage of meals served by eligibility, and student eligibility. Ms. Germinario talked about the changes that were made to the layout of the menu, how she would like to have continued staff training, and staffing for the next school year.

Dr. Farina spoke about the Food Service Agreement with the Western Montgomery Career and Technology Center and Upper Perkiomen. She gave the Board a draft agreement to review and said the final agreement with the Western Montgomery Career and Technology Center will be on the agenda next month.

**COMMITTEE REPORTS**

Dr. Drake announced that he asked each Committee to prepare an end of year review and mission to present at the June Workshop meeting.

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

Mrs. Maginnis reported that there has not been a meeting since the last report. The next meeting is scheduled for June 3<sup>rd</sup>.

**b. Curriculum & Instruction Committee – James Glackin**

Mr. Glackin reported that there has not been a meeting since the last report. The next meeting is scheduled for June 3<sup>rd</sup>.

**c. Facilities Committee – Melanie Cunningham**

Mrs. Cunningham said at the last meeting they discussed the intercom system at the high school, and the swim scoreboard, these items may be on the June 13 agenda for approval. They discussed possibly waiting for the baseball scoreboard. There was also a discussion about the change order for rock removal at the middle school. Mrs. Cunningham reported that at the construction meeting Boro Construction was asked if they would put down stone and

asphalt in front of the shed at the girls' softball field and they agreed to do so as a courtesy. The next meeting is scheduled for June 4<sup>th</sup>.

- d. Policy Committee – Raeann Hofkin  
Dr. Farina announced that the next meeting is scheduled for June 17<sup>th</sup>.
- e. Board Communication Line/Communication Committee – Mike Elliott  
Mr. Elliott said they discussed social media at the last meeting and also the accomplishments for the past year and the goals for next year.
- f. Western Montgomery Career & Technology Center – James Glackin  
Mr. Glackin reported that seven students were inducted into the National Technical Honor Society and that a senior student was awarded a full scholarship to Johnson & Wales University.
- g. Montgomery County Intermediate Unit – Judy Maginnis  
Mrs. Maginnis reported that the bids that were revised for the renovations at the former MCIU site and the project will now be a sixteen month project and done in sections. The Intermediate unit is in the process of obtaining a partial hospitalization license.
- h. Legislative Liaison Report – Judy Maginnis  
Mrs. Maginnis reported on the general fund levels and believed that discussions will lead to an on time budget resolution. There has been movement on four different cyber school bills but none that actually address cyber school funding.
- i. Upper Perkiomen Education Foundation – Mike Elliott  
Mr. Elliott reported that Will Dunbar continues to build momentum and he received another donation and that same donor has committed to a pledge of \$10,000 once the capital campaign begins in late August or early September. He also said there is a retreat planned for the end of June.
- j. Regional Planning Commission Representative – Melanie Cunningham  
Mrs. Cunningham said there was no report.

#### **PUBLIC COMMENTS ON AGENDA ITEMS**

Michele Kline, Marlborough Township asked if there was an update on a the possibility of a second RBT.

#### **SOLICITOR'S REPORT**

Mr. Conn announced that the Board met for an Executive Session prior to the evening's meeting to discuss two personnel issues and a matter of ongoing litigation.

#### **ADJOURNMENT**

Motion by Melanie R. Cunningham, seconded by Joan T. Smith, to **adjourn the meeting at 8:00 pm**. Motion carried; all voted aye.

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Sandra M. Kassel, Board Secretary