

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

**January 9, 2020**

**CALL TO ORDER**

The regular meeting of the Board of School Directors of the Upper Perkiomen School District was called to order by President Raeann B. Hofkin, at 7:10 p.m. at Hereford Elementary School.

The following Board members attended: Peg Pennepacker, Dr. Kerry A. Drake, Melanie R. Cunningham, Keith McCarrick, Raeann B. Hofkin, Mike W. Elliott, Judy Maginnis, Dana E. Hipszer, and Stephen L. Cunningham. Administration in attendance were: Allyn Roche, EdD., Andrea Farina, EdD., Sandra M. Kassel, and Georgiann Fisher. Others in attendance were: Kyle Somers, Maureen Zavadel, Dyan Hipszer, Carly Eidle, and Ethan Wambold.

**BOARD PRESIDENT'S REPORT**

President Hofkin read a list of the Board committees and the Board members assigned to them. Mrs. Hofkin also announced that the Board has an adopt a school program, where the Board members were assigned to schools and encouraged to try and visit them when special events are happening at those buildings.

**SUPERINTENDENT'S REPORT**

Dr. Roche announced that the March School Board meeting was going to be held at the High School but due to a schedule conflict it will now be held at the Educational Center.

Dr. Roche shared that one of his New Year's resolution was to go out to the buildings more, go into the classrooms and talk to students, faculty and staff. Dr. Roche shared two recent highlights from his school visits. He visited Miss Kline's first grade class where two students used the most recent Eagles game score as their Morning Math Challenge problem. Dr. Roche also enjoyed watching the Middle School Spelling Bee. He shared that Sarah Quinones was the Champion and Alexa Sefing was the runner-up. Dr. Roche challenged the Board members to try and spell some of the final round words!

Dr. Roche asked Mrs. Zavadel and the Student Leadership Council students to speak about some Hereford Elementary highlights. Mrs. Zavadel explained that these students were nominated by their classmates as students who demonstrate how to be safe, respectful, responsible and kind. The students each spoke about Hereford Points of Pride, like the Proud 200 Club, and events that show that Families Matter at Hereford.

**STUDENT REPRESENTATIVE TO THE BOARD REPORT**

Carly Eidle and Ethan Wambold reported that mid-term exams would be taking place before the end of semester on January 29th. It was also announced that the Blue and Gold games where students compete in athletic, musical and water events, would be on February 7<sup>th</sup>. They reported that an 8<sup>th</sup> Grade parent meeting will be on January 12<sup>th</sup>, the winter sports season is halfway done, and the Addams Family Musical tickets are currently on sale. The musical will be taking place on March 12<sup>th</sup> through the 15<sup>th</sup>.

**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 a confidential student matter and matters of litigation.

**APPROVAL OF AGENDA**

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve **the agenda**. Motion carried; all voted aye.

**PUBLIC COMMENTS ON ACTION ITEMS**

None

## **MINUTES**

A. Motion by Keith McCarrick, seconded by Stephen L. Cunningham, to approve the **Reorganization Meeting Minutes of December 5, 2019**, the **Regular School Board Meeting Minutes of December 5, 2019**, and the **Special School Board Meeting Minutes of December 12, 2019**. Motion carried; all voted aye.

## **PRESENTATIONS/DISCUSSION**

A. School Board Director Appreciation presentation by High School students Carly Eidle (Grade 12) and Ethan Wambold (Grade 11).

Dr. Roche announced that January was School Board Director Recognition Month. Dr. Roche said that the Board members are a key part of the team that provides challenging, and vital work on behalf of students, schools, and families and are invested members of the community.

Dr. Roche thanked the School Board members for their many hours of time and effort and asked the public to thank the School Board Members if they got the opportunity.

Dr. Roche announced that each Board member would receive a book that would be donated to one of the school libraries after the Board member read it. Dr. Roche explained that the books were requested by the librarians at the schools. High School Students Carly Eidle and Ethan Wambold presented the books to the Board members.

Dr. Roche showed a video of students and staff thanking the school board members for all they do.

## **OLD BUSINESS**

Dr. Roche said that at the current time 624 people are signed up for the new Bus App.

## **NEW BUSINESS - PERSONNEL REPORT**

### **A. PERSONNEL REPORT**

Motion by Stephen L. Cunningham, seconded by Mike W. Elliott, to approve the **Personnel Report as presented:**

#### **i) RETIREMENT**

1. **Michael Swartley**, full-time Technology Assistant at the High School submitted his intent to retire, effective April 17, 2020.

#### **ii) RESIGNATION**

##### **1. PROFESSIONAL**

a. **Valerie Gibbons**, Speech and Language Therapist for the District, effective 60 days from December 23, 2019.

##### **2. SUPPORT STAFF**

a. **Diana Smith**, Cafeteria and Playground Aide at 4<sup>th</sup> & 5<sup>th</sup> Grade Center, effective January 9, 2020.

#### **iii) APPOINTMENTS**

##### **1. PROFESSIONAL STAFF**

a. **Kelly Gruber**, Learning Support Teacher, at Hereford Elementary School, to be hired, subject to employment history review and receipt of all required clearances prior to first day of employment, at Masters, Step 4, prorated for the 2019/2020 school year.

2. **HOMEBOUND INSTRUCTION/INSTRUCTION IN THE HOME**, effective for the 2019/2020 school year:

- a. Susanne Hunsberger
- b. Christa Paul
- c. Richard Kressly

3. **SUPPLEMENTAL POSITIONS** for the 2019/2020 school year:

Area	Position	Name	Salary	
Hereford – Mathematics	Curriculum Assistant	Stephanie Diehl	Prorated for days worked \$1275.00	A
Marlborough- ELA	Curriculum Assistant	Erica Fitzgerald	\$637.50 (50%)	A
Marlborough- Math	Curriculum Assistant	Dana Rosenberger	\$637.50 (50%)	A
4 <sup>th</sup> & 5 <sup>th</sup> Grade Center- ELA	Curriculum Assistant	Lisa Burdick	\$510.00 (50%)	B
4 <sup>th</sup> & 5 <sup>th</sup> Grade Center- Math	Curriculum Assistant	Beth Bianco	\$637.50 (50%)	A
High School	Link Crew	Megan Smolinski	\$612.00 (50%)	B
High School	Link Crew	Brian Hansley	\$612.00 (50%)	B
High School	Link Crew	Matthew Nomland	\$612.00 (50%)	B
High School	Link Crew	Christa Paul	\$612.00 (50%)	B
High School	Foreign Language Curriculum Assistant	Rachel Schmeckenbecker	\$2028.00	B
High School	Social Studies Curriculum Asst.	Colby Phillips	\$2535.00	A
High School	Math Curriculum Assistant	Caren Miller	\$1267.50 (50%)	A
High School	Math Curriculum Assistant	Meredith Wickard	\$1267.50 (50%)	A

iv) **LEAVES OF ABSENCE**

1. **Jennifer Bamford**, approved continuous Family and Medical Leave beginning December 20, 2019, and expected return date of January 13, 2020.
2. **Tracy James**, approved Family and Medical Leave, beginning on January 24, 2020, and expected return date of March 9, 2020.
3. **Kevin Patterson**, approved Family and Medical Leave beginning December 16, 2019 through December 31, 2019.
4. **Lorie Seimes**, approved continuous Family and Medical Leave beginning November 23, 2019, through January 2, 2020.

Motion carried; all voted aye.

**B. ACTION ITEMS**

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve **Action Items i, ii, and iii:**

- i) Motion to approve the following Board Repeals/Revisions and Adoptions: (Attachment D)
  1. Policy No. 124 – Alternative Instruction
  2. Policy No. 125 – Adult Education
  3. Policy No. 127 – Assessment System
  4. Policy No. 130 – Homework
  5. Policy No. 137.1 – Extracurricular Participation by Home Education Students
  6. Policy No. 138 – Language Instruction Educational Program for English Learners
  7. Policy No. 140 – Charter Schools
  8. Policy No. 140.1 – Extracurricular Participation by Charter/Cyber Students
  9. Policy No. 142 – Migrant Students
  10. Policy No. 143 - Standards for Persistently Dangerous Schools
  11. Policy No. 144 – Standards for Victims of Violent Crimes
  12. Policy No. 146 – Student Services

- 13. Policy No. 150 – Title 1 - Comparability of Services
- 14. Policy No. 701.1 – Naming of District Facilities

- ii) Motion to approve **Dr. Kerry Drake to serve as a Board representative on the Joint Operating Committee of the Western Montgomery Career & Technical Center** to complete a term that expires December, 2020.
- iii) Motion to approve **Keith McCarrick to serve as a Board representative on the Joint Operating Committee of the Western Montgomery Career & Technical Center** for a term to expire December, 2022.

Motion carried; all voted aye.

Motion by Stephen L. Cunningham, seconded by Melanie R. Cunningham, to approve **Action Items iv, v, vi, vii, and viii:**

- iv) Motion to approve **temporary hourly increase in pay to Patti Kolb, acting Food Service Manager from \$12.60/hour to \$13.30/hour**, retroactive to November 14, 2019, for the remainder of the 2019/2020 school year.
- v) Motion to approve **temporary hourly increase in pay to Deborah Benner, acting Assistant Food Service Manager, from \$12.08/ hour to \$12.90/hour**, retroactive to November 14, 2019, and continuing for the remainder of the 2019/2020 school year.
- vi) Motion to acknowledge **receipt of PlanCon Part H: Project Financing for the new Upper Perkiomen Middle School** and to enter PDE approval of this document and appended materials into the minutes of this meeting. This is the final PlanCon H for the new Middle School project. (Attachment E)
- vii) Motion to approve **the Settlement Agreement and Release** between Upper Perkiomen School District and Heather Bower.
- viii) Motion to approve the **agreements regarding waivers of formal hearings for students #262946 and #268103.**

Motion carried; all voted aye.

#### **BUSINESS REPORTS**

Motion by Stephen L. Cunningham, seconded by Judy Maginnis, to approve the **payment of bills, in the amount of \$1,239,870.23 from the General Fund.** Motion carried; all voted aye.

Motion by Stephen L. Cunningham, seconded by Keith McCarrick, to approve the payment of bills **in the amount of \$328,328.11 from the Capital Projects & Capital Reserve Accounts.** Motion carried; all voted aye.

#### **NEW FOLLOW UP ITEMS**

None

**PUBLIC COMMENTS**

Pete Reigner, Upper Hanover Township, asked if any steps have been taken in naming the football field in honor of Bill Keeny.

**BOARD COMMENTS**

Raeann Hofkin announced that Stephen Cunningham is now the President of the JOC at the Western Center Career and Technology Center.

Mike Elliott thanked Hereford Elementary for hosting the meeting, and the students for coming and speaking. Mr. Elliott thanked everyone for the books for the board members.

Dr. Kerry Drake had the honor of seeing the Unified Bocce practice and was happy about how wonderful the program is and to see his son participating and also for the polar plunge.

Melanie Cunningham, thanked everyone for the video and said during it she was thinking how they should be thanking the educators for their ideas of programs and things the board gets to approve.

Peg Pennepacker, shared that she was asked to serve on the publications committee as a School Board representative for High School Today magazine that comes out monthly from the National Federation of State High School Associations. Ms. Pennepacker said she will be going to Indianapolis next month for her first meeting.

**ADJOURNMENT**

Motion by Stephen L. Cunningham, seconded by Mike W. Elliott, that **the meeting be adjourned at 7:56 p.m.** Motion carried; all voted aye.

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Sandra M. Kassel, Board Secretary