Upper Perkiomen School District
Board Meeting Minutes

October 10, 2024 - 7:00 p.m.

I. CALL TO ORDER 7:01pm

A. Pledge of Allegiance

B. Roll Call

Emily McCormick, Trina Schaarschmidt, Keith McCarrick, Sarah Bieber, Melanie Cunningham, Peg Pennepacker, Elizabeth Fluckey, JP Prego (absent) and Leah Cianfrani

C. Introductions of Staff

Drew Bishop, Georgiann Fisher, Dr. Andrea Farina, Dr. Allyn J. Roche, Megan Moyer
Others in attendance: Kyle Somers, Chris Montes, Ruth Padilla

II. BOARD PRESIDENT'S REPORT

- Offered sympathy to Hurricane victims
- PSBA School Leadership conference update

III. SUPERINTENDENT'S REPORT

A. Introduction of Student Representatives to the Board of School Directors

- Introduced Chris Montes and Ruth Padilla as student representatives to the Board
- Marlborough Best Day Ever
- Hereford Hike
- National Principals Month
- PIAA Officials Appreciation Week
- Unity Day 10/16/24
- Movie Night at the Grand Theater October 16th
- Red Ribbon Week October 23rd through the 31st
- Homecoming events starting next week
- Community Conversations continue
- Parent Teacher conferences are November 25th and the 26th

IV. STUDENT REPRESENTATIVE TO THE BOARD REPORT

- Reviewed upcoming events at the High School
- Fall sports update

V. SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

- Addition to the personnel report under Appointments of James Goodreau as Assistant Coach for swimming in the amount of $5,482.75 and an Event Staff approval of Nicole Leight for Tickets
- Reviewed public comment section of the agenda
- Attended PSBA Solicitor conference

VI. PRESENTATIONS/DISCUSSION

None

VII. PUBLIC COMMENTS ON ACTION ITEMS
None

VIII. APPROVAL OF AGENDA
Motion to Approve with new additions to the agenda Director Keith McCarrick
Second Motion Director Emily McCormick
Vote 8-0

IX. APPROVAL OF MINUTES
A. Motion to approve the September 12, 2024 School Board Meeting Minutes (Attachment A)
Motion to Approve Director Keith McCarrick
Second Motion Director Emily McCormick
Vote 8-0

X. OLD BUSINESS

XI. NEW BUSINESS
A. **PERSONNEL REPORT**
i) **APPOINTMENTS**
(1) **SUPPORT STAFF**
(a) **Michele Martin, Administrative Assistant to the Superintendent,** existing employee, effective date TBD at $27.00/hour for the 2024-2025 school year, prorated.
(2) **SUPPLEMENTAL POSITIONS:**
(a) **GAME MANAGER:**
(i) Ruth Guenther - Girls Volleyball
(b) **SITE MANAGER FOR TURF RENTALS:**
(i) Scott Cole
(c) **FALL & WINTER SUPPLEMENTALS:**

AREA	POSITION	NAME	SALARY
Administration	Fall Game Manager	Dean Sullivan (50%)	$ 687.50
Administration	Fall Game Manager	Bobby Saeger (50%)	$ 687.50
Administration	Seasonal Game Manager - Winter	Dean Sullivan	$1750.00
Boys Basketball	Head Coach	John Brittain	$8435.00
Boys Basketball	Assistant Coach	Mike Mientus	$5482.75
Boys Basketball	MS Head Coach	Todd Swenk	$4217.50
Girls Basketball	Head Coach	Chris Lonergan	$8435.00

Girls Indoor Track	Head Coach	Clayton Mowrer	$4325.00
Swimming	Head Coach	Brien Kalnoski	$8435.00
* Swimming	Assistant Coach	James Goodreau *	$5,482.75
Boys Wrestling	Head Coach	Steve Adam	$8435.00
Boys Wrestling	Assistant Coach	Kyle Kemmerer	$5482.75
Boys Wrestling	MS Head Coach	Michael Ottinger	$4217.50
Boys Wrestling	MS Assistant Coach	Matthew Long	$2741.38
Girls Wrestling	Head Coach	Omar Porrata	$8435.00
Girls Wrestling	Assistant Coach	Michelle Stone	$5482.75
Cheerleading	Head Coach	Sarah Hachen	$4000.00
Cheerleading	Assistant Coach	Brianna Wolfgang	$2600.00
Lacrosse	HS Assistant Coach	Joanna Manieri	$3797.30

(d) **EVENT STAFF:**

Vicki Thren	Field Hockey Scoreboard
Sharon Schoelkopf	Field Hockey Scoreboard
Greg Thren	Football Scoreboard
Tim McDermott	Football Announcer
Ruth Guenther	Tickets
Cheryl Stotensberg	Tickets
Michelle Miller	Tickets
Michelle Stone	Tickets
Nancy Haff	Tickets
Katrin Rohl	Tickets
* Nicole Leight	TIckets *

*** - indicates personnel item added at the Board Table during the adoption of the budget**

Motion to Approve Director Keith McCarrick
Second Motion Director Emily McCormick
Vote 8-0

XII. ACTION ITEMS

A. PSBA Officer Elections:

i) Motion to approve_____ to serve as 2025 PSBA President-Elect.
Sabrina Backer, Franklin Area School District.

ii) Motion to approve _____ to serve as 2025 PSBA Vice-President.
Matt Vannoy, Sharon City School District

iii) Motion to approve _____ to serve as 2025-2027 PSBA Eastern Zone Representative
Holly Arnold, Tunkhannock Area School District

Motion to Approve Director Keith McCarrick
Second Motion Director Peg Pennepacker
Vote 8-0

B. Motion to appoint Christopher Montes (Gr. 12) and Ruth Padilla (Gr. 11) as Student Representatives to the Board of School Directors, each for a term of one school year.

i) Oath of Office by Board President

Motion to Approve Director Trina Schaarschmidt
Second Motion Director Keith McCarrick
Vote 8-0

C. Motion to approve the Student Activity Account & Scholarship List for the 2024-2025 school year in accordance with Board Policy No. 618. (Attachment B)

Motion to Approve items C, D, and E Director Keith McCarrick
Second Motion Director Emily McCormick
Vote 8-0

D. Motion to approve a renewal Service Agreement with Boilerplate, Inc., for software to support onboarding new employees and volunteers in the amount of $4,000 for the 2024-2025 year. (Attachment C)

E. Motion to approve the following Krise Staff for the 2024-2025 school year:

i) Anjione Bacon
ii) Kathy Zepp
iii) Lynn Vogelei-Musnuff

XIII. FINANCIAL REPORTS (Attachment D)

A. Operating Reports - **September 2024**

i) Budget to Actual Summary
ii) Budget to Actual Detail

iii) Revenue Summary
iv) Expenditure Summary

B. Cash Reports
i) Cash Balance Summary

C. Payroll

D. Cafeteria **July 2024 thru September 2024**

E. Bills
i) General Funds Expenditures

Motion to Approve Director Keith McCarrick
Second Motion Director Trina Schaarschmidt
Vote 8-0

XIV. NEW FOLLOW UP ITEMS

None

XV. PUBLIC COMMENTS

- Susan Curley (Marlborough) - Title IX
- Chris Donatelli (Pennsburg) - Title IX

XVI. BOARD COMMENTS

- Director Schaarschmidt - Asked a Question to another Board Member

XVII. ADJOURNMENT TIME: 7:41 pm

Motion to Approve Director Keith McCarrick
Second Motion Director Emily McCormick
Vote 8-0

_____
Drew Bishop

FUTURE BOARD & COMMITTEE MEETINGS			
Educational Programs & Services Committee Meeting	10/17/24	5:30pm	Education Center
Finance Committee Meeting	10/21/24	6:00 pm	Education Center
Policy Committee Meeting	10/22/24	5:00 pm	Education Center
Extracurricular Committee Meeting	10/22/24	6:00 pm	Education Center
Facilities Committee Meeting	10/22/24	7:00 pm	Education Center
Communication Committee Meeting	10/24/24	6:00 pm	Education Center
School Board Workshop	10/24/24	7:00 pm	Education Center
School Board Meeting	11/14/24	7:00 pm	Education Center

The Upper Perkiomen Board of School Directors appreciates your interest in and support for the students and their school experience.