

**Upper Perkiomen School District  
Education Center  
2229 East Buck Road  
Pennsburg, PA 18073**

**February 10, 2022 - 7:00 p.m.**

Welcome to the regular meeting of the Board of Directors  
of the Upper Perkiomen School District

**CODE OF ETHICS**

**The Board of School Directors agrees to:**

- Welcome and encourage participation and cooperation by all
- Work with constituents in a spirit of harmony
- Base decision on the facts, vote our honest convictions, and be unswayed by partisan bias
- Devote time, thought, and study to our duties and responsibilities
- Resist any temptation or outside pressure to use our position to benefit ourselves
- Understand and evaluate the educational program and plan for school operations
- Provide oversight to the business of the School District, establish policies, and vest administration in the Superintendent of Schools
- Help the community have all the facts, all the time, about their schools
- Strive to maximize school board service in a spirit of teamwork and devotion to public education

**BOARD OF DIRECTORS**

Judy Maginnis, President	Raeann Hofkin
Peg Pennepacker, Vice President	Keith McCarrick
Melanie Cunningham	Emily McCormick
Mike Elliott	JP Prego
Dana Hipszer	Daniel Direso, Board Secretary (non-voting member)

**ADMINISTRATORS**

Dr. Allyn J. Roche, Superintendent  
Dr. Andrea J. Farina, Assistant Superintendent  
Daniel C. Direso, Business Administrator  
Georgiann M. Fisher, Director of Human Resources

**SOLICITOR**

Kyle J. Somers, Esq.  
Wisler Pearlstine, LLP

*In order to assist in keeping an accurate record of the proceeding  
of this meeting, the meeting is being recorded by the District*

**I. CALL TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call
- C. Introductions of Staff

**II. BOARD PRESIDENT'S REPORT**

**III. SUPERINTENDENT'S REPORT**

**IV. STUDENT REPRESENTATIVE TO THE BOARD REPORT**

**V. SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS**

**VI. APPROVAL OF AGENDA**

**VII. PUBLIC COMMENTS ON ACTION ITEMS**

**VIII. APPROVAL OF MINUTES**

- A. Motion to approve the January 13, 2022 Board Meeting Minutes ([Attachment A](#))

**IX. PRESENTATIONS/DISCUSSION**

- A. Board Policy and Administrative Regulation Revisions/Repeals/Adoptions - First Readings
  - i) [Policy No. 335](#) - Family and Medical Leaves (Repeal & Replace)
  - ii) [Policy No. 335 AR](#) - Family and Medical Leaves (Repeal)
  - iii) [Policy No. 339.1](#) - Maternity/Childrearing Leaves (Repeal)

**X. OLD BUSINESS**

- A. Student Email - Security Concerns with Outside (Non-Educational) Email/Contacts
- B. Transportation Follow-Up from January Workshop

**XI. NEW BUSINESS**

**A. PERSONNEL REPORT**

**i) RETIREMENTS**

- (1) **Diana Zimpfer**, Middle School Teacher submitted her intent to retire on January 27, 2022, effective the end of the 2021-2022 School Year.
- (2) **Pamela McGovern**, Middle School Teacher, submitted her intent to retire on January 28, 2022, effective the end of the 2021-2022 School Year.
- (3) **Marguerite Devers**, Paraprofessional, submitted her intent to retire on January 31, 2022, effective the end of the 2021-2022 School Year.
- (4) **Lora Mayer**, High School Teacher, submitted her intent to retire on February 4, 2022, effective the end of the 2021-2022 School Year.

**ii) RESIGNATIONS**

- (1) **Jennifer Schaller**, Paraprofessional resigned her employment effective February 1, 2022.
- (2) **Rachel Pondelick**, School Psychologist resigned her position with the District, effective February 3, 2022 (revised date).

- (3) **Joanna Cordero**, Paraprofessional, resigned her position with the district, effective February 18, 2022.

iii) **APPOINTMENTS**

(1) **SUPPORT STAFF**

- (a) **Virginia Keele**, existing employee, hire as a Paraprofessional for the 4th and 5th Grade Center, effective, Monday, February 7, 2022.
- (b) **Jessica Winkler**, existing employee, hire as a Paraprofessional for the 4th and 5th Grade Center, effective January 31, 2022.
- (c) **Angela Kovatto**, existing employee, hire as a Paraprofessional for Hereford Elementary, effective February 7, 2022.

(2) **SUPPLEMENTAL POSITIONS:**

Administration	Ticket Manager	Frank Mercon	A	100%	\$1,369.00
Administration	Seasonal Game Manager	Scott Cole	A	100%	\$1,375.00
Baseball	Varsity HS Coach	Frank Mercon	A	100%	\$5,842.00
Baseball	Assistant HS Coach	Richard Rossiter III	A	50%	\$2,043.00
Baseball	Assistant HS Coach	Richard Kressly	A	50%	\$2,043.00
Baseball	MS Coach	James Crognale	A	100%	\$2,920.00
Lacrosse	Varsity Coach	Catie Sobotor	A	100%	\$5,842.00
Lacrosse	Assistant HS Coach	Megan Smolinski	A	100%	\$4,086.00
Lacrosse	MS Coach	Deborah Macioge	A	100%	\$2,920.00
Lacrosse	Assistant MS Coach	Susan Flack	A	50%	\$1169.00
Lacrosse	Assistant MS Coach	Brooke Best	B	50%	\$935.00
Softball	Varsity HS Coach	Dean Sullivan	A	100%	\$5,842.00
Softball	Assistant HS Coach	Jessica Irvin	A	50%	\$2,043.00
Softball	Assistant HS Coach	Amber Sergas	A	100%	\$4,086.00
Softball	MS Coach	Robert Stephany	A	100%	\$2,920.00
Boys' Tennis	Coach	John Williamson	A	100%	\$4,325.00

Boys' Tennis	Assistant Coach	Daniel Hawthorne	A	100%	\$2,487.00
Track	Girls' Varsity HS Coach	Clayton Mowrer	A	100%	\$4,975.00
Track	Boys' Varsity HS Coach	David Dusza	A	100%	\$4,975.00
Track	Assistant HS Coach	Meredith Reinhart	A	100%	\$3,480.00
Track	MS Coach	Katrin Rohl	B	100%	\$2,389.00
Track	Assistant MS Coach	Briana Wolfgang	A	100%	\$2487.00

iv). **LEAVES OF ABSENCE**

- (1) **Robert Haas**, approve Family and Medical Leave from February 7, 2022 through May 5, 2022, unpaid extension through the end of the 2021-2022 school year.
- (2) **Christina Kriebel**, approve Maternity/Family and Medical Leave, expected to commence on April 2, 2022 and continue for 6-8 weeks, unpaid leave through the end of the 2021-2022 school year.
- (3) **Donna Walsh**, approve Unpaid Leave from February 8, 2022 through February 11, 2022.

**XII. ACTION ITEMS**

- A. Motion to adopt the PSBA Principles of Governance and Leadership representing that the UPSD School Board is committed to providing every student the opportunity to grow and achieve. The UPSD School Board collectively and individually will... ([Attachment B](#))
  - Advocate Earnestly
  - Lead Responsibly
  - Govern Effectively
  - Plan Thoughtfully
  - Evaluate Continuously
  - Communicate Clearly
  - Act Ethically
- B. Motion to approve the following Board Policy Revision/Repeal/Adoption:
  - i) [Policy No. 810](#) - Transportation (Revised)
- C. Special Education Services:
  - i) Motion to approve Agreement with Fairwold Academy for the 2021-2022 school year for academic services. ([Attachment C](#))

**XIII. FINANCIAL REPORTS** ([Attachment D](#))

- A. Operating Reports - **January**
  - 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 - **December 2021**
- E. Cafeteria - **January 2022**
- F. Middle School Construction Summary
- G. Bills
  - i) General Funds Expenditures
  - ii) Capital Funds Expenditures

**XIV. NEW FOLLOW UP ITEMS**

**XV. PUBLIC COMMENTS**

**XVI. BOARD COMMENTS**

**XVII. ADJOURNMENT**

FUTURE BOARD & COMMITTEE MEETINGS			
Curriculum & Instruction Committee Meeting	02/17/22	6:00 pm	Education Center
Pupil Services & Special Education Committee Meeting	02/17/22	7:00 pm	Education Center
Finance Committee Meeting	02/22/22	6:00 pm	Education Center
Communication Committee Meeting	02/24/22	6:00 pm	Education Center
Board Workshop	02/24/22	7:00 pm	Education Center
Policy Committee Meeting	02/28/22	3:00 pm	Education Center
Extracurricular Committee Meeting	02/28/22	6:00 pm	Education Center
Facilities Committee Meeting	02/28/22	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.