

Upper Perkiomen School District
Education Center
2229 East Buck Road
Pennsburg, PA 18073
Meeting Location - Middle School Auditorium
October 14, 2021
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

Melanie Cunningham, President	Dana Hipszer
Judy Maginnis, Vice President	Raeann Hofkin
Stephen Cunningham, Treasurer	Keith McCarrick
Dr. Kerry Drake	Peg Pennepacker
Mike Elliott	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 September 9, 2021 Board Meeting Minutes ([Attachment A](#))
- B. Motion to approve the September 14, 2021 Reconvened Board Meeting Minutes ([Attachment B](#))

IX. PRESENTATIONS/DISCUSSION

- A. Bond Refunding Presentation by Mr. Direso and PFM Financial Advisors
- B. Board Policy Revisions/Adoptions/Repeals (First Reading)
 - i) Policy No. [235.1](#) - Surveys (New)
 - ii) Policy No. [805.2](#) - School Security Personnel (New)

X. OLD BUSINESS

XI. NEW BUSINESS

A. PERSONNEL REPORT

i) RESIGNATIONS

- (1) **Maureen Zavadel**, Hereford Principal, resigned her position with the District, effective 60 days from September 28, 2021.

ii) APPOINTMENTS

(1) PROFESSIONAL STAFF

- (a) **Rachel Pondelick**, Temporary Professional Employee, School Psychologist for Upper Perkiomen High School, to be hired effective date TBD, subject to review of required employment history and clearances, at Masters +30, Step 2, for the 2021-2022 school year, prorated.
- (b) **Rachael Krock**, Long Term Substitute Elementary Quarantine Teacher, to be hired effective October 15, 2021, subject to review of required employment

- history and clearances at Bachelor's, Step 1, prorated for the first semester of the 2021-2022 school year.
 - (c) **Amber Martin**, Long Term Substitute Elementary Quarantine Teacher, to be hired effective date TBD, subject to review of required employment history and clearances at Bachelor's, Step 1, prorated for the first semester of the 2021-2022 school year.
 - (d) **Holly Francisco**, existing employee, appointed to the role of Gifted Teacher for the District, for the 2021-2022 school year, effective date to be determined.
 - (e) **Heather Nase**, Long Term Substitute Kindergarten Teacher, to be hired effective October 15, 2021, subject to review of required employment history and clearances at Bachelor's, Step 1, prorated, for the 2021-2022 School Year.
 - (f) **Ashley Barbary**, Professional Employee, Middle School Special Education Teacher, to be hired, effective date TBD, subject to review of required employment history and clearances at Bachelor's Step 3, for the 2021-2022 school year, prorated.
- (2) **SUPPORT STAFF**
- (a) **Dianne Linden**, Part-time Food Service Worker for the 4th & 5th Grade Center, to be hired effective date TBD, subject to review of required employment history and clearances, earning \$10.50/ hour, for the 2021-2022 School Year.
 - (b) **Jewel Mack**, Job Coach, to be hired effective October 18, 2021, subject to review of required employment history and clearances, earning \$14.00/ hour, 6.75 hours per day, for the 2021-2022 School Year.
 - (c) **Morgan Sassa**, R.N., Staff Nurse for Marlborough Elementary, to be hired effective October 15, 2021, subject to review of required employment history and clearances, earning \$25.00/hour, 7.5 hours per day, 190 days for the 2021- 2022 school year, prorated.
- (3) **SUPPLEMENTAL POSITIONS:**
- (a) **Middle School Detention Monitors**
 - (i) Christian Fowkes
 - (ii) Ruth Guenther
 - (iii) Cheryl Stotsenburg
 - (iv) James Crognale
 - (v) Michelle Stone
 - (vi) Rich Kressly
 - (vii) Hillary Miller
 - (viii) Deb Macioge
 - (b) **High School Detention Monitor**
 - (i) Diane Brust
 - (c) **Chaperones** for High School extracurricular activities

- (i) Alicia Austin
- (ii) Matthew Austin
- (iii) Christopher Bieler
- (iv) Diane Csekitz
- (v) Christopher Lonergan
- (vi) Petra Marx-Abend
- (vii) Frank Mercon
- (viii) Matthew Nomland
- (ix) Angela Traub
- (x) Christine Willett

(d) **Site Manager for the 2021-2022 school year**

- (i) Bill Maximuck

(e) **SUPPLEMENTAL CONTRACTS:**

Area	Position	Name	Schedule	Salary
High School	Girls Basketball Asst. Coach	Shelli Petsch	B	\$4,047.00
High School	Volleyball Club Advisor	Taylor Gregory	Stipend	\$500.00
Middle School	Leo Club Advisor	Kim Baer-Berrodin	A	\$1,200.00

iii) **LEAVES OF ABSENCE**

- (1) **Alicia Mata**, approve Maternity Leave, expected to commence on January 13, 2022, and continue for 6-8 weeks, Family and Medical Leave to continue until March 25, 2022, Uncompensated Leave until the end of the 2021-2022 school year.
- (2) **Katherine Bisbing**, approve Maternity Leave, expected to commence on December 1, 2021 and continue for 6-8 weeks, Family and Medical Leave to continue until March 7, 2022.
- (3) **Tessa Keisel**, approve Uncompensated Leave, following Family and Medical Leave, beginning on November 1, 2021 and continuing until January 3, 2022.

XII. ACTION ITEMS

- A. Motion to appoint Enoc Padilla (Gr. 12) and Isabella Lara (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
- B. Motion to re-elect Dr. Andrea J. Farina as Assistant Superintendent for a further term of five years, from July 1, 2022, to June 30, 2027, and approve the Employment Agreement with Dr. Farina, a copy of which is on file in the office of the Business Administrator.
- C. Motion to authorize the Administration, in conjunction with PFM Financial Advisors LLC, as Financial Advisor and Eckert Seamans Cherin & Mellot, LLC, as Bond Counsel, to issue General Obligation Bonds, Series of 2022, for the purpose of refunding the School District's

General Obligation Bonds, Series A of 2016, via a competitive internet auction with a minimum net savings target of \$170,000.

- D. Motion to authorize the Administration, in conjunction with PFM Financial Advisors LLC, as Financial Advisor and Eckert Seamans Cherin & Mellot, LLC, as Bond Counsel, to issue General Obligation Bonds, Series A of 2022, for the purpose of refunding the School District's General Obligation Bonds, Series of 2017, via a competitive internet auction with a minimum net savings target of \$180,000.
- E. Motion to approve the Student Activity Account & Scholarship List for the 2021-2022 school year in accordance with Board Policy No. 618. ([Attachment C](#))
- F. Motion to approve two separate Waiver of Formal Hearing Agreements for two students whose names are on file in the Office of the Superintendent.
- G. Motion to authorize the Administration to contract with the Montgomery County Intermediate Unit for the purpose of arranging for an interim principal to be placed at Hereford Elementary until such time as a permanent replacement is identified.
- H. Memorandum of Agreement with UPEA for Medical Issue. ([Attachment D](#))
- I. Motion to approve the naming of the Upper Perkiomen Middle School Auditorium recognizing the significant commitment to the students, families, staff and community honoring Mrs. Sandra M. Kassel as submitted on the application; subject to any signage materials that would be placed on school property being submitted to the Facilities Committee for review and approval.
- J. Motion to approve the quote from BSN Sports LLC for the purchase of six (6) bleachers for the High School athletic fields in the amount of \$36,266.00 (COSTARS Contract 014-079). The funds will come from the Capital Reserve fund. ([Attachment E](#))
- K. Motion to award district mowing and grounds maintenance services for Hereford Elementary and the Education Center from October 18, 2021 to June 30, 2022 to Tidy Up Landscaping, LLC for a cost of \$800 per cut. The School District reserves the option to renew the contract for two (2) additional one-year terms with a two (2) percent price increase in each year.

XIII. FINANCIAL REPORTS ([Attachment F](#))

- A. Operating Reports - August & September
 - i) Budget to Actual Summary
 - ii) Budget to Actual Detail
 - iii) Revenue Summary
 - iv) Expenditure Summary
 - v) General Funds Receipts
- B. Cash Reports
 - i) Cash Balance Summary
 - ii) Cash Balance Detail
- C. Middle School Construction Summary
- D. Payroll

- E. Cafeteria - July, August & September
- F. 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			
	DATE	TIME	LOCATION
<i>Finance Committee Meeting Cancelled</i>	10/18/2021		
Policy Committee Meeting	10/18/2021	6:00pm	Education Center
Extracurricular Committee Meeting	10/21/2021	6:00 pm	Education Center
Facilities Meeting	10/21/2021	7:00 pm	Education Center
Curriculum & Instruction Meeting	10/25/2021	6:00 pm	Education Center
Pupil Services Meeting	10/25/2021	7:00pm	Education Center
Board Workshop	10/28/2021	7:00pm	Middle School

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