

BOARD WORKSHOP MINUTES

September 25, 2025 – 7:00 p.m.

Education Center

2229 E. Buck Road, Pennsburg, PA 18073

I. CALL TO ORDER 7:03 p.m.

- a. Pledge of Allegiance
- b. Roll Call
Emily McCormick, Trina Schaarschmidt, Leah Cianfrani, Melanie Cunningham, Keith McCarrick, Elizabeth Fluckey, JP Prego, Sarah Bieber, and Peg Pennepacker
- c. Introduction of Staff
Drew Bishop, Georgiann Fisher, Dr. Andrea Farina, and Dr. Allyn J. Roche
Others in attendance: Kyle Somers

II. COMMITTEE REPORTS

- a. Communications Committee - Liz Fluckey
 - Met 9/25/25
 - 2024/2025 Annual report is coming soon
 - Reviewed the new website
 - Working with students to choose an athletic brand
 - Success stories for staff, students, and alumni
 - Communication audit
 - Upcoming events
- b. Educational Programs and Services Committee – Emily McCormick
 - No meeting in September
- c. Extracurricular Committee – Emily McCormick
 - Met 9/22/25
 - Corporate sponsorships
 - Potential new athletic opportunities
 - E-sports team presentation
 - PIAA decision on faith based students participation at Upper Perk
 - Next meeting 10/27/25
- d. Facilities Committee – JP Prego
 - Met 9/22/25
 - Update on open items for asbestos abatement project
 - High School turf discussion and funding
 - Capacity and space discussion on 4/5 Center and Ed Center - there is no decision on either building, but the Committee is doing their due diligence
 - Roof bids for 2026 summer will be going out soon
 - Next meeting 10/27/25

- e. Finance Committee – Melanie Cunningham
 - Recommended Board approval for a \$200,000 transfer to the Capital Reserve Fund for future roof projects
 - Discussed the tax collection software
 - Decided not to make any changes to the per capita tax collection
 - Discussed goal to reduce structural deficit
- f. Policy Committee – Peg Pennepacker
 - Met 9/15/25
 - Policy 246 - Student Wellness
 - Policy 917 - Parent and Family Engagement
 - Policy 105.1 and 105.2 - Curriculum
 - Next meeting 10/22/25
- g. Ad Hoc Committee - Leah Cianfrani
 - Met 9/18/25
 - Results from student survey were reviewed
 - Next meeting 10/16/25
- h. Western Montgomery Career & Technology Center – Keith McCarrick
 - More students enrolled this year
 - Controlled spending due to state budget impasse
 - Several awards won by students
 - Reviewed apprenticeship programs
- i. Upper Perkiomen Education Foundation – Leah Cianfrani
 - Met 9/9/25
 - Fundraising event on 11/7/25 with the Harlem Wizards game
 - 180 day giving campaign is ongoing
 - Fundraising plan for this year was reviewed
- j. Montgomery County Intermediate Unit – Trina Schaarschmidt
 - Met 9/24/25
 - Presentation on Rapid Response Team
 - Budget discussions
 - Several policies were updated
 - Renewed subscription with Find Help for students and families
 - Restorative practice discussion
 - Next meeting 11/19/25

- k. Legislative Liaison Report – Peg Pennepacker
 - Next meeting for Montgomery County Legislative group scheduled for 10/6/25
 - PIAA District One met 9/17/25
 - Discussion revolved around faith based school student athletes now able to join public school athletic teams if the faith based school does not offer the sport
- l. Regional Planning Commission Representative – Sarah Bieber
 - Met 9/24/25
 - Reviewed comprehensive plan
 - Regional updates
 - Next meeting 10/22/25

III. PRESENTATIONS/DISCUSSION

- a. Board Discussion with Senator Tracy Pennycuik

IV. SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS

- The Board met in executive session immediately prior to this meeting regarding collective bargaining with the Upper Perkiomen Education Association
- Reviewed public comment sections of the agenda

V. PUBLIC COMMENTS ON ACTION ITEMS

- None

VI. APPROVAL OF MINUTES

- a. Motion to approve the August 28, 2025 Board Workshop Minutes ([Attachment A](#))

Motion to approve Keith McCarrick

Second Motion JP Prego

Vote 9-0

VII. PERSONNEL

a. RESIGNATIONS

- i. **Nicole Wilson**, Third Grade Teacher at Hereford Elementary, resigned her position with the district, effective November 14, 2025.
- ii. **Brooke Burgy**, Instructional Coach at UPMS, resigned her position with the district, effective November 15, 2025.
- iii. **Kelly Collins**, Paraprofessional at the 4th and 5th Grade Center, resigned her position with the district, effective September 17, 2025.

b. TERMINATIONS

- i. **John Soffa**, Full-time Custodian, terminated from his role at the district, effective September 25, 2025.

c. APPOINTMENTS

i. SUPPORT STAFF

1. **Morgan Sylvester**, Part-Time Food Service Worker, to be hired, effective date TBD, pending review of required employment history and clearances at \$14.00/hour.

d. **SUPPLEMENTALS**

- i. High School Detention Monitor for 2025-2026 school year:
 1. Mike Tirjan

ii. **ATHLETICS**

AREA	POSITION	NAME	SALARY
MS Softball	Assistant Coach	Shelby Hill	\$1,898.65
HS Girls Wrestling	Head Coach	Mark Smith	\$8,435.00
HS Girls Basketball	Assistant Coach	Mareika McStravick	\$5,482.75

e. **LEAVES**

- i. **Megan Hoglund**, Family and Medical/Maternity Leave, beginning on approximately February 14, 2026 through May 14, 2026.

Motion to Approve Keith McCarrick

Second Motion JP Prego

Vote 9-0

VIII. ACTION ITEMS

- a. A motion to name the UpCycle USA proposal dated August 7, 2025, as the winning proposal for outdated IT equipment recycling and data destruction. ([Attachment B](#))

Motion to approve Keith McCarrick

Second Motion JP Prego

Vote 9-0

- b. Motion to approve a transfer from the General Fund to the Capital Reserve Fund in the amount of \$200,000 for future roofing projects across the District. This transfer was budgeted and recommended by the Finance Committee.

Motion to approve items b, c and d Keith McCarrick

Second Motion JP Prego

Vote 9-0

- c. Motion to approve agreement with New Story Schools for tuition for two (2) students for the 2025-2026 school year at the Medium Rate. ([Attachment C](#))

- d. Motion to approve the following Krise staff for the 2025-2026 school year:
 - i. Christina Bealer

IX. FINANCIAL REPORTS ([Attachment D](#))

- a. Operating Reports - August
 - i. Budget to Actual Summary
 - ii. Budget to Actual Detail

- iii. Expenditure Summary
- iv. Revenue Summary
- b. Cash Report
 - i. Cash Balance Summary
- c. Payroll
- d. Cafeteria - June
- e. Cafeteria - July
- f. Cafeteria - August
- g. Bills
 - i. General Funds Expenditures
 - ii. Capital Reserve Fund Expenditures

Motion to Approve Emily McCormick

Second Motion Keith McCarrick

Vote 9-0

X. PUBLIC COMMENTS

- None

XI. BOARD COMMENTS

- Director Fluckey - Grants
- Director McCarrick - Western Center opportunities and Harlem Wizards

XII. ADJOURNMENT Time: 8:03 pm

Motion to Approve Keith McCarrick

Second Motion Emily McCormick

Vote 9-0

Drew Bishop

FUTURE BOARD & COMMITTEE MEETINGS			
	DATE	TIME	LOCATION
School Board Meeting	10/9/25	7:00 PM	Education Center
Finance Committee Meeting	10/14/25 (Tuesday)	5:00 PM	Education Center
Educational Programs & Services Committee Meeting	10/16/25	5:30 PM	Education Center
Ad Hoc Committee Meeting	10/16/25	6:30 PM	Education Center
Policy Committee Meeting	10/22/25 (Wednesday)	5:00 PM	Education Center

UPPER PERKIOMEN SCHOOL DISTRICT

Communication Committee Meeting	10/23/25	6:00 PM	Education Center Conf Room A
School Board Workshop	10/23/25	7:00 PM	Education Center
Extra-Curricular Committee Meeting	10/27/25	6:00 PM	Education Center
Facilities Committee Meeting	10/27/25	7:00 PM	Education Center