

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

March 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 February 10, 2022 Board Meeting Minutes ([Attachment A](#))

IX. PRESENTATIONS/DISCUSSION

- A. Board Policy Revisions/Repeals/Adoptions - First Reading:
 - i) Policy No. 903 - Public Participation in Board Meetings (Repeal & Replace) ([Attachment B](#))
- B. Proposed Revised Health and Safety Plan based upon recent CDC and Montgomery County Office of Public Health changes and revised guidance.

X. OLD BUSINESS

XI. NEW BUSINESS

A. PERSONNEL REPORT

i) RETIREMENTS

- (1) **Karen Hoffman**, Paraprofessional, submitted her intent to retire on February 16, 2022, effective the end of the 2021-2022 School Year.
- (2) **Roxann Tucker**, Paraprofessional, submitted her intent to retire on February 28, 2022, effective the end of the 2021-2022 School Year.

ii) RESIGNATIONS

- (1) **Brian Sirocka**, Job Coach resigned his position with the district, effective March 11, 2022.
- (2) **Dave Thomas**, Maintenance Mechanic resigned his position with the district, effective March 9, 2022.

iii) **APPOINTMENTS**(1) **PROFESSIONAL STAFF**

- (a) **Omar Porrata**, Professional Employee, Social Studies Teacher for the Upper Perkiomen Middle School, to be hired subject to review of employment history and required clearances at Bachelors + 15, Step 8, for the 2021-2022 school year.
- (b) **Colleen Bell**, Professional Employee, School Psychologist for the Upper Perkiomen School District, to be hired subject to review of employment history and required clearances, at Master's + 30, Step 9, for the 2021-2022 school year.

(2) **CURRICULUM WRITER:**

Name	Course/Grade Level	Contract	Type
Rachel Schmeckenbecher	Spanish IV	\$1800.00*	New Course Revision

*This is an update to the original approval as an "existing course revision" for \$900.

(3) **SUPPLEMENTAL POSITIONS:**

Area	Position	Name	Schedule	Salary
Baseball	HS Assist Coach	Richard Rossiter III	A (100%)*	\$4086.00
Baseball	HS Assist Coach	Evan Wickard	A (50%)	\$2043.00
Baseball	MS Assist Coach	Omar Porrata	B	\$1870.00
Softball	HS Assist Coach	Greg Gasda	B (50%)	\$1634.50
Softball	MS Assist Coach	Katie Patrick	A	\$2338.00
Track	HS Assist Coach	Kelly Rorvik	B	\$2784.00

*This is an update to the original approval of 50% of the contract.

(4) **HOMEBOUND INSTRUCTOR** for the 2021-2022 school year:

- (a) Greta Salmons
- (b) Clayton Mowrer

iv) **LEAVES OF ABSENCE**

- (1) **Christina Kriebel** - approved Maternity Leave expected to commence on March 14, 2022, and continue for 6-8 weeks, Family and Medical leave to continue through June 10, 2022 and unpaid leave through the end of the 2021-2022 school year.

XII. ACTION ITEMS

- A. Motion to approve the 2022-2023 School Calendar. ([Attachment C](#))
* Graduation for the Class of 2022 will be Friday June 10, 2022 *
- B. Motion to approve the revised UPSD Health & Safety Plan dated March 10, 2022. ([Attachment D](#))
- C. Motion to approve the Montgomery County Intermediate Unit Budgets for July 1, 2022 to June 30, 2023. Upper Perkiomen's share is a \$104 decrease from last year resulting in a total budget for Membership Services of \$34,920. ([Attachment E](#))
- D. Motion to approve payment for End of Year Curriculum projects to be completed by June 30, 2022, due to full-day kindergarten (FDK) and changes in curriculum delivery and assessments during COVID instruction. Total cost not to exceed \$15,000 from the curriculum budget (available due to savings and offsetting costs from other areas).
 - i) FDK-3rd grade - Integrate updated ELA Curriculum (Foundations, Heggerty, Writing, etc.)
 - ii) FDK- Standards Based Report Card, Assessment Portfolio
- E. Motion to approve the following Board Policy Revision/Repeal/Adoptions:
 - 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)
- F. High School Overnight Trip
 - i) Motion to approve qualifying members of the Future Business Leaders of America (FBLA) to attend the FBLA State Leadership Conference April 10-13, 2022, in Hershey PA.
- G. Motion to approve an architectural services proposal in the amount of \$4,975 with Muhlenberg Greene Architects of Wyomissing, PA to prepare a public bid package for the elementary projector replacement project. ([Attachment F](#))

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

- A. Operating Reports - February 2022
 - 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
- E. Middle School Construction Summary
- F. Bills

i) General Funds Expenditures

XIV. NEW FOLLOW UP ITEMS**XV. PUBLIC COMMENTS****XVI. BOARD COMMENTS****XVII. ADJOURNMENT**

FUTURE BOARD & COMMITTEE MEETINGS			
Finance Committee Meeting	03/14/22	6:00 pm	Education Center
Curriculum & Instruction Committee Meeting	03/17/22	6:00 pm	Education Center
Pupil Services & Special Education Committee Meeting	03/17/22	7:00 pm	Education Center
Finance Committee Meeting	03/21/22	6:00 pm	Education Center
Policy Committee Meeting	03/21/22	7:00 pm	Education Center
Board Workshop	03/24/22	7:00 pm	Education Center
Extracurricular Committee Meeting	03/28/22	6:00 pm	Education Center
Facilities Committee Meeting	03/28/22	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.