

**Pennridge School District
Personnel Committee Meeting Minutes
Tuesday, October 13, 2026**

A meeting of the Pennridge School District Personnel Committee was held on October 13, 2026, at 6:30 p.m. in the Pennridge School District Board room and via livestream.

Board Members Present: Mrs. Carolyn Sciarrino, Mr. Nathaniel Leffever, Mr. Thomas Trauger, Mr. Chris Kaufman, Mr. Brian McMullen, Mr. Ron Wurz, Mr. Bradley Merkl-Gump, Mrs. Leah Rash

Administration Present: Dr. Bradley Palmer, Dr. Angelo Berrios, Dr. Andy Doster and Mr. Sean Daubert.

The meeting was called to order at 6:30 p.m.

1. Public Comment

No public comments were made.

2. Human Resources Update

Dr. Doster presented the monthly human resources update, noting that overall staff movement and internal shuffling have stabilized significantly compared to the beginning of the school year.

Recruitment Pipeline & Activity

- Active Interview Stage: 4 positions are currently in the active interview selection phase.
- Open Postings: 4 additional positions are actively posted, including:
 - Title I Teacher (5 applications received)
 - Teaching Assistant (TA) for the AS3 program (positions open at West Rockhill and Sellersville)
 - 900-hour Clerk
 - Upcoming Retirement Posting for Art Teacher at the High School (effective January 2027)
- Critical Vacancies: The School Psychologist position remains highly difficult to fill due to a limited applicant pool.

Process & Efficiency Metrics

- Job Posting Average: Positions stay posted for an average of 25 days.
- Onboarding Time: The average duration from an applicant accepting an offer to completing onboarding is 24 days across all employee categories.
- Professional staff coming from other school districts may legally be held by their previous employer for up to 60 days before joining the district.
- These figures establish a baseline to monitor future recruitment cycles and efficiency over time. Dr. Doster will provide updated comparative data at the next meeting.

Personnel Activity

There are 9 total personnel actions across three employee groups. Internal assignment changes are tracked separately from turnover and are not calculated as attrition:

- PEA (Professional Employee Association): 1 hire, 1 assignment change.
- PESPA (Support Staff): 2 assignment changes, 2 resignations, 1 termination.
- Nutritional Services: 1 assignment change, 1 termination.

Employee Wellness Hub

- Dr. Doster announced the launch of the district's new Employee Wellness Hub, which will be sent via email to all district staff later this week.
- The hub centralizes mental health resources for employees, with subsequent stages focusing on self-care.
- Special recognition was given to HR Administrative Assistant, Mrs. Emma Weiss for taking the initiative to design and gather resources for this project.

Exit Interview Process

- HR is actively collaborating with Mr. Trauger to revamp the exit interview process.
- The goal is to develop an easier, more accessible online format to capture honest feedback from departing staff to improve district retention.

Committee Discussion & School Board Feedback

Recruitment Postings Structure

- Board members questioned if open Teaching Assistant positions should continue to be posted by specific building locations or generalized as district-wide openings.
- Dr. Doster clarified that general Teaching Assistant openings are moving to district-wide postings. However, specialized roles—such as the AS3 program, life skills, or emotional support—will continue to explicitly name the location due to the unique programmatic requirements.

Requests for Historical Data & Metrics

- Board members requested to see historical data and year-over-year key metrics (e.g., recruitment durations, attrition rates, and exit metrics) to determine if district operations are improving.
- Dr. Doster acknowledged the request and noted that past records were not always kept fully intact or accurate. HR is currently auditing historical records to build reliable year-over-year comparisons.

3. PEA Memorandum of Understanding (MOU): Voluntary Sick Leave Donation

The committee reviewed an upcoming MOU slated for a full board vote on October 26.

- The MOU with the PEA establishes an individual, voluntary sick leave donation process for an identified employee experiencing extenuating circumstances.
- The PEA membership successfully voted to pass this agreement.
- A board member raised a procedural point, asking why this benefit is being handled via an individual MOU rather than being referred to the Policy Committee to become an official, district-wide HR policy. It was argued that establishing a policy would cut out bureaucratic red tape and prevent timeline delays if a support staff member (PESPA) faced a similar crisis in the future.
- Counterargument: Other members and administration noted that because sick leave donation requires bargaining unit members to voluntarily surrender contracted days, it modifies working conditions and traditionally must be negotiated as language within individual Collective Bargaining Agreements (CBAs).
- The committee agreed to consult the district solicitor to look at the big picture and obtain legal guidance on whether a comprehensive HR policy or individual collective bargaining MOUs are the best vehicle for this benefit.

4. Additional Items & Adjournment

- Two staff members will be up for a formal tenure vote at the upcoming October 26 School Board meeting.

The full recording of this meeting can be found here: [October 13 Personnel Committee Meeting](#)

5. Next Meeting – The next Personnel Committee Meeting is scheduled for Monday, November 9, 2026.

The meeting was adjourned at 6:50 p.m.