Personnel & Athletics/Co-Curricular Committee

Monday, September 14, 2026 6:30 PM
Community Room, 250 West Avenue, Jenkintown, PA 19046

1. **OPENING**

   1.1. Call to Order — Mrs. Carolyn Riley
   The meeting was called to order at 6:31 pm

2. ATHLETICS PRESENTATION — Aubrie Breisblatt — 2

Jenkintown Athletics

2026–27 Athletics Update

Fall 2026 • Student-Athlete Safety • Program Development

Aubrie Breisblatt, Athletic Director

September 14, 2026

Fall Athletics: Teams & Participation

High/Middle School Fall Programs

Football
20 participants

Soccer
26 participants

Field Hockey
24 participants

Girls Tennis
25 participants

Cross Country
14 participants

Golf
9 participants

Middle School Girls Soccer
18 participants

Middle School Boys Soccer
17 participants

Middle School Field Hockey
21 participants

We’re tracking participation to help us make good decisions about scheduling, safety, and our programs.

Fall Coaching Staff

High/Middle School Fall Programs

Football

Joe Cawley — Head Coach
Jason West — Assistant
Jeff Gutgesell — Assistant
Kevin Cawley — Volunteer
Mike Terminello — Volunteer
John Boutcher - Volunteer

Soccer

Joe White – Head Coach
Dan McGarry – Assistant
Chris Osborne - Middle School Girls
Dylan McGarry - Middle School Girls
Jack Kinniry - Middle School Boys
Matt MacGregor - Middle School Boys

Field Hockey

Meghann Strain-Howard — Varsity Head Coach
Brenton Howard — Varsity Assistant
Erica Saldutti - Head Middle
Jill Toye - Assistant Middle

Girls Tennis

Tim Wozniak — Head Coach
Leah Wicks — Assistant

Cross Country

Tom Oliver — Head Coach

Golf

Kelly Saxman — Head Coach

Student-Athlete Safety & Trainer Protocols

Our goal is simple: keep our student-athletes safe and make sure coaches know what to do.

Emergency preparedness

Coaches review their Emergency Action Plan.
Water, ice, and medical supplies are ready for practices and events.

Heat safety

We use WBGT to monitor heat conditions.
Depending on conditions, we may add water breaks, shorten practice, remove equipment, or cancel.

Baseline Concussion Testing

SWAY baseline testing is being used in applicable programs to help with concussion management.

Injury & concussion response

All head injuries are reported and handled through our established process.
Athletes return only after medical clearance and the proper progression.
Concerns are communicated through the trainer and Athletic Director.

Eligibility & documentation

PIAA physicals must be complete before students participate.
We're also working toward a more consistent and centralized process.

Additional Sports Medicine Resources

ATI Physical Therapy also provides injury screening resources for our student-athletes.

ATS: Online Physicals & Clearance Tracking

Starting with Winter Sports

The goal is to make physicals and clearances easier to manage.

For families:
Submit forms online
Less paperwork
Easier to see what is still needed

For athletics staff:
Records in one place
Easier clearance tracking
More organized records

Implementation:
Start with winter sports
Get the process working smoothly
Expand from there

Girls' Varsity Soccer — Fall 2027

We’re looking at adding varsity girls’ soccer in Fall 2027 based on student interest and participation.

Why add the program?

Give students another athletic opportunity.

Respond to the interest we’re seeing.

Build a program that we can support long-term.

Planning & resources

Two coaches

Uniforms and equipment

Field/facility needs

Officials and scheduling

Start-up and ongoing costs

Varsity Football — Participation Update

Football participation has been our biggest challenge this fall.

20
Current roster

17
Highest daily participation

12
Lowest daily participation

Season update
We've been closely tracking participation since preseason.
Daily participation has ranged from 12–17 players.
The September 4 game at Vaux was forfeited because of low participation.

Going forward
We'll continue watching participation closely.
We'll use the numbers to help guide decisions about the program going forward.

Key Takeaways

The main priorities moving forward

Student Opportunities

Keep offering students a strong variety of sports.

Participation

Address football participation and keep tracking numbers across all programs.

Safety

Keep strengthening our safety and trainer procedures.

Efficiency

Start ATS with winter sports to make physicals and clearances easier to manage.

Program Growth

Continue planning for varsity girls’ soccer in Fall 2027.

Communication

Keep families and the community informed through ParentSquare and athletics social media.

Looking Ahead

What we’re working on next

Winter Sports

Start ATS with winter sports and move physicals and clearances online.

Safety

Keep our trainer, EAP, concussion, and heat-safety procedures consistent.

Program Development

Continue planning for varsity girls’ soccer in Fall 2027.

Participation

Keep tracking participation and use the numbers to guide decisions.

ParentSquare & Athletics Website

Use ParentSquare for schedules, updates, weather, cancellations, and other important athletic information.

Athletics Social Media

Use social media to share updates, results, and recognize our student-athletes and teams.

Our goal is to continue giving Jenkintown students safe, meaningful opportunities to compete, grow, and be part of a team.

3. PERSONNEL PRESENTATION

Personnel Update

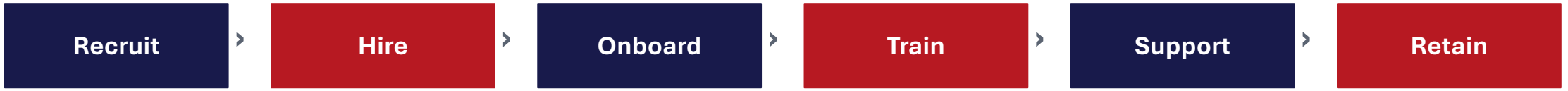
Recruiting, Supporting & Retaining Great People

Supporting students through strong staffing

Board of School Directors
September 14, 2026

Personnel Work *is* Student Work

Our staffing systems shape the daily experience of students and families.



Our goal is to ensure that students are supported by qualified, dependable, caring adults during the school day and beyond.

Personnel leadership is not a single event.

Strive to engage in a personal approach *to* personnel.

What It Means to Work at Jenkintown

Our shared expectations for how adults contribute to a small school community.

01

Know Our Students

Relationships matter. Every interaction contributes to the student experience.

02

Wear Many Hats

In a small district, we are adaptable, willing to step outside our usual roles, and ready to help where needed.

03

Pitch In

Notice what needs to be done, step up, and support one another. Strong schools require shared effort.

04

Take Ownership

Care about the success of the whole District, not just the responsibilities within an individual role.

05

Take Pride in the Work

Be dependable, prepared, professional, and committed to doing things well.

06

Keep Students at the Center

Keep student learning, safety, growth, and belonging at the center of our work.

Our staff take shared responsibility for creating a strong experience for every student and family.

In a small district, working together is part of the job.

Staffing Snapshot

A review of where we are and the recruitment environment around us.

9	17	3
Positions filled	Coaches	Retirements

Positions Filled

- Mary Thomas — Special Education, Autistic Support K–2
- Kendra Balmer — Music, Vocal 4–12
- Nina Lafratta — Elementary K–4
- Melanie Nitkiewicz — ESL K–12
- Christina Jonathan — Instructional Assistant
- Lissa Cole — Instructional Assistant
- Monica Weymouth — Elementary Administrative Assistant
- Johan Farhana — Before & After School Care
- Bella Smith — Before & After School Care

Recruitment Environment

Teaching Area	Recruitment Concern
Special Education PK–12	Critical / significant shortage
Grades 4–8 / Middle Level	Critical / significant shortage
Mathematics 7–12	Critical / significant shortage
Life & Physical Sciences 7–12	Critical / significant shortage
ESL PK–12	High-need / specialized
World Languages PK–12	High-need / specialized
Computer Science / Technology	High-need / specialized
Music / Fine & Performing Arts PK–12	Specialized / limited candidate pool
Elementary PK–4	State-identified shortage area, but generally broader candidate pool

Retirements

- Kristen McNamara — Elementary Librarian
- Lys Davidson — Music, Vocal 4-12
- Sue Parisi — Instructional Assistant

** Recruitment environment based on Pennsylvania educator workforce shortage reporting.*

Recruiting For The Full K–12 Student Experience

Personnel work extends beyond the classroom.

Athletics • Clubs • Music • Performing Arts • Academic Activities • Student Leadership • Enrichment

Internal Candidates

- Know our students and culture
- Create professional growth opportunities
- Strengthen connections between the school day and beyond

External Candidates

- Expand the applicant pool
- Bring specialized expertise
- Add new experiences and perspectives when our internal capacity is limited

Practical challenge
Scheduling availability for practices, home and away games, clubs and events remains an important recruitment factor.

Goal
Qualified, enthusiastic and dependable adults leading meaningful K-12 opportunities for students.

How We Hire

A consistent process from need identification through onboarding.

Identify Need › Post / Recruit › Screen › Interview › References / Act 168 › Clearances › Approval › Onboard

Applies across employee groups

- Professional staff
- Support staff
- Coaches
- Advisors and co-curricular leaders
- Substitutes and contracted placements as appropriate

Key principle

- Speed matters in a competitive market.
- The goal is not simply to fill a vacancy.
- Quality, fit and student safety matter more.

SCHOOL DISTRICTS OF MONTGOMERY COUNTY, PA

PAREAP

Pennsylvania Educator Diversity Consortium

Handshake

Onboarding & Employee Readiness

Hiring gets someone through the door; onboarding prepares them to be successful.

Readiness Essentials

- Personnel documentation
- Clearances
- Certification(s) where applicable
- Payroll, benefits and system access
- Required trainings and role-specific expectations

2026–2027 Initiative

Instructional Assistant Staff Handbook

- Clarify roles, responsibilities and procedures
- Provide consistent expectations and resources
- Strengthen support for 10-month instructional assistants

We want our staff to understand not only what their job is, but what it means to work at Jenkintown.

Staff Training & Preparedness

Compliance, safety and student support.

Vector Solutions

- Centralized mandated training
- Role-based assignments
- Completion tracking and documentation
- Automated reminders for outstanding requirements
- Improved visibility for administrators

Safety-Care Training

- Grant-funded investment this year
- Samantha May provided two days of staff training
- Focused on prevention and de-escalation
- Promotes safe, consistent responses to student needs

Training is not simply about compliance; it is about preparing staff to support students well.

How We Extend Our Team

Contracted services and staffing partners help us meet essential needs.

Operational/Service Partners

Metz
Food Service

Interstate
Custodial, Janitorial & Facility Maintenance

LandCare
Landscaping Services

Staffing Partners

ESS
Substitute Staffing

ProCare • GHR • Soliant • Children's Therapy Center
Specialized Student Staffing

Cardinal Point Security
School Security Staffing

Two different purposes

Operational/Service partners help us deliver essential services.

Staffing partners help us maintain coverage, specialized expertise and continuity when direct hiring is difficult or needs change.

Specialized Student Staffing

Agency support primarily helps provide related services and individualized student support.

Related Services

- Occupational Therapy
- Physical Therapy

Behavioral & Individualized Support

- Board Certified Behavior Analysts
- Registered Behavior Technicians
- Personal Care Assistants

Instructional Support

- Instructional Assistants
- Paraprofessionals

ESS Every day counts.

Soliant

GHR Education

ProCare Therapy

Children's Therapy Center
Pediatric Physical Therapy

Because many of these roles serve students with significant needs, consistency, qualifications and District alignment matter tremendously.

Why We Contract and What We Monitor

Using partners strategically, not by default.

Why We Contract

- Specialized expertise
- Difficult-to-fill positions
- Immediate staffing needs
- Flexibility when student needs change
- Access to broader recruiting networks

What We Monitor

- Qualifications and training
- Quality and reliability
- Consistency and continuity
- Cost and value
- Student experience
- Alignment with District expectations

Our goal is not simply to fill a position. It is to ensure that students are supported by qualified, dependable and caring adults.

A Continuing Challenge: Part-Time Support Staffing

Before & After School Care and Lunch/Recess Aides remain areas of focus.

Before & After School Care

- Part-time and split schedules
- Early morning and late afternoon availability
- Dependable, consistent staffing needed
- Important support for working families
- Student safety, relationships and routines

Lunch/Recess Aides

- Short daily work window
- Limited weekly hours
- Midday availability
- Critical supervision and student-support role
- Safety, behavior and school climate

These are part-time positions, but they are not minor positions.

Continued Focus: Recruitment • Scheduling Flexibility • Compensation • Retention

Recruitment & Retention

Compensation is one part of the solution.

Removing Barriers to Recruitment

- Review pay rates for hard-to-fill part-time roles
- Consider scheduling flexibility where possible
- Recruit internally and through the broader community
- Communicate the importance and value of the work

Retaining Great People

- Positive workplace culture
- Clear expectations and communication
- Training and support
- Recognition and opportunities to grow
- Athletic/co-curricular leadership opportunities

Recruitment brings people to Jenkintown.
Culture, support and clarity help them stay.

2026-2027 Personnel Priorities

Three focused areas for the year ahead.

1

Recruit & Staff

Strengthen recruitment and build more reliable staffing for hard-to-fill positions and programs.

2

Onboard, Support & Retain

Create a more consistent employee experience from the first day forward.

3

Quality & Consistency

Strengthen expectations, training and accountability across District and contracted staff.

The goal: the right people, well-prepared and well-supported, serving students consistently.

Strong Staff.
Strong Schools.
Strong Student Experiences.

Thank you to our faculty, staff, administrators, contracted partners and Board of School Directors for their continued commitment to Jenkintown students.

Go Drakes!

4. PUBLIC COMMENTS

Name	Address	Topic
NONE		

5. **ADJOURNMENT**

5.1. Adjourn the meeting — Mrs. Carolyn Riley
The meeting adjourned at 7:00 pm

Respectfully Submitted,

_____
Board Secretary