

UPPER ADAMS BOARD BRIEFS

April 18, 2017 Board Meeting

Personnel

Resignations/retirements accepted:

1. Stephen Swartzbaugh, Vocal Music Teacher, BHS, retirement

Permission to post and advertise granted:

1. Vocal Music Teacher

New hires approved:

1. No items

Classified Substitutes approved:

1. Jennifer Day-Slaybaugh

Supplemental Contracts approved (2016-2017 school year):

1. No items

Miscellaneous approvals:

1. Add the following individuals to the Volunteer Listing: Nayeli Moreno-Garcia, Katie Byers, Nichole Myers, Ashley Kime, Nolan Peterson, James Rutkowski, Joseph Williams, Amanda Schell, Mark Zullinger, Lisa Lady
2. Add the following individuals to the Source4Teacher Staff Listing: Laura Miller, Amber Chase, Lynn Reinhart, Bethann Ambrose, Meegan White
3. Add the following individuals to the Aramark staff listing:
none
4. Add the following individuals to the Chartwells staff listing:
none
5. Leave without pay for the following classified staff member(s):
 - a. Tracy Troutman, Instructional Assistant, BHS
6. Revised Job Descriptions:
 - a. Administrative Assistant, Secondary Campus
 - b. Guidance Secretary, BHS

Finance Continued

Approval of the following items continued:

(donations continued)

- f. \$2,000.00 from the Unger Family Music Fund held by the Adams County Community Foundation to be used for music education or music program
2. Xerox Lease Agreement
 3. UASD Limited Procedures Engagement - State Audit, March 2017
 4. CSIU 2017-2018 E-Service Contract Renewal at a cost not to exceed \$17,712.00
 5. 2017-2018 Chartwells Annual Budget, contract renewal as per the submitted contract
 6. Budget Transfers as per submitted documents

Property

Approval of the following items:

1. No items

Curriculum/Student Activities

Approval of the following items:

1. 2017-2018 Professional Development Activities
2. UASD Assessment Calendar/Blueprints
3. Occupational Advisory Council Meeting Minutes from November 14, 2016

Approval of Other Student Activities:

1. Memorandum of Understanding with the following:
 - a. UASD, Biglerville Borough Police and PA State Police
 - b. UASD, Bendersville Borough Police and PA State Police
 - c. UASD and PA State Police
2. Overnight trip for the BHS Band to Disney World to perform, March 17-20, 2018

Finance

Approval of the following items:

1. Acceptance of the following donations:
 - a. Snacks for the students during Keystone testing from Snyder's-Lance and Utz Quality Foods
 - b. Ag Lab for Arendtsville Elementary School of \$1,125.00 from the following: Kime's Cider Mill, Bream Orchards Inc., Tony C. Fetters Fruit Farm, Keystone Fur Dressing, Adams County Nursery, Inc., Gettys Acres, Mas Fruit Farm, Mass Expediting, Inc., Brad & Kay Hollabaugh, Susan & Richard Crouse, Dively's Fruit Farm and Margaret Lady
 - c. \$1000.00 in support of the 5th grade Environmental Education Program from the dance sponsored by the Biglerville Fire Company
 - d. Bamboo poles to Bendersville and Arendtsville Elementary Schools' Physical Education Program from Theodore, Kimberly and Tamara Gida
 - e. \$3,000.00 from the Thomas W. "Tim" Cline Fund held by the Adams County Community Foundation to be used for support of computer equipment for Tracey Hebert's classroom at BHS

(donations continued)

Athletics

1. No Items

Transportation

Approval of the following items:

1. Add the following individual(s) to the Jacoby Transportation Driver Listing: Wayne Beam, Joan Beam (Driver's Aide)
2. Add the following individual(s) to the School Express Drivers Listing: Stuart Poet

Miscellaneous

1. Research Project presentation by Morgan Orndorff and Phineas Saum, Students of Nancy Rehm
2. Approval to enter into a written agreement with the parents of student #8426, and the student, to expel the student on the terms and conditions of the agreement, and to authorize the Superintendent to execute and deliver the agreement on behalf of the school district

Policy

Policies Reviewed

1. First Reading:
 - a. Policy 333 Employees - Professional Growth Guidelines (previously Professional Development)
 - b. Policy 351 Employees - Drug, Alcohol and Substance Abuse
 - c. Policy 433 Professional Employees - Professional Development - DELETION
 - d. Policy 451 Professional Employees - Drug, Alcohol and Substance Abuse - DELETION
 - e. Policy 533 Classified Employees - Continuing Education - DELETION
 - f. Policy 551 Classified Employees - Drug, Alcohol and Substance Abuse - DELETION
 - g. Policy 709 Property - Building Security
 - h. Policy 800 Operations - Records Management
 - a). Records Retention Appendix A - DELETION
 - b). Records Retention Appendix B - DELETION
 - c). UASD Record Retention and Disposition Schedule - Appendix A (New)
2. Second Reading:
 - a. Policy 330 Employees - Overtime
 - b. Policy 334 Employees - Sick Leave
 - c. Policy 336 Employees - Personal Necessity Leave
 - d. Policy 337 Employees - Vacation
 - e. Policy 339 Employees - Uncompensated Leave
 - f. Policy 342 Employees - Jury Duty/Subpoena
 - g. Policy 343 Employees - Paid Holidays
 - h. Policy 530 Classified Employees - Overtime - DELETION



Mark your calendar:

May 4, 2017 - Policy Committee Meeting, 9:00 a.m.

May 2, 2017 - Curriculum and Extra Curricular Committee Meeting
6:30 p.m.

May 2, 2017 - Business and Operations Committee Meeting
Upon completion of the Curriculum and Extra Curricular
Committee Meeting

May 2, 2017 - Regular School Board Meeting
Upon completion of the Committee Meetings

May 16, 2017 - Regular School Board Meeting, 7:00 p.m.

Note: More detailed information for approvals can be found on the regular school board agenda on the UASD website under About Us - School Board - Searchable Agendas.

FACULTY and STAFF: The approved Second Read Policies will be posted to the Upper Adams School District website under About Us, Policies and Procedures then click on the link marked board policies. It is the responsibility of the faculty and staff members to review these policies. Thank you for your attention to this important matter.