

Call to Order:

The Upper Adams School Board of Directors met on Tuesday, February 21, 2017, in the Administration Board Room for Board Advocacy training with Ashley White, PSBA at 5:45 p.m. A review of the revisions to the agenda began at 6:50 p.m. The Board of Directors regular meeting began at 7:00 p.m. with the Pledge of Allegiance and a moment of silence by Mr. John Regentin, Vice-President, Board of Directors.

The following directors were present: Mr. John Regentin, Vice-President, Mr. Richard Crouse, Mr. Ronald Ebbert, Mr. Christopher Fee, Mr. James Rutkowski, Mr. William Seibert, and Mr. Thomas Wilson III. Excused Absence (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

Also present: Dr. Wesley Doll, Superintendent, Mrs. Belinda Wallen, Business Administrator/Board Secretary, Mr. Bob McQuide, Solicitor, Dr. Anne Corwell, Director of Student Services, Mr. Joe Albin, Director of Curriculum, Instruction, and Assessment, Mrs. Beth Graham, BHS Principal, Mr. Dave Zinn, UAMS Principal, Mrs. Ann Wolfe, Bendersville Elementary Principal, Mrs. Sonia Buckley, Arendtsville Elementary Principal, Mr. Jamie Kerstetter, Biglerville Elementary Principal, Mrs. Tina Fair, Human Resource Coordinator, Mr. & Mrs. Larry Bushey, Mrs. Cynthia Janczyk, Mr. Chuck Stump, and Mr. Jim Hale, Gettysburg Times.

1. Recognition of Delegate

- a. Upper Adams School District Current Events, no current events covered.
- b. Carter Tatara provided information on the March 4th marathon, math competition and funds raised during the bake sales.
- c. Recognition of the Biglerville High School Marching Band, Atlantic Coast Champions, 2016.

2. Public Comment - Mr. Larry Bushey, former UASD Board member, inquired if the board would consider merging school districts as an option to address the budget deficits.

3. Correspondence - No items noted

4. Reports

1. Legislative/PSBA report - Mr. James Rutkowski reported Gov. Wolf budget is 12.2 billion, 3.9% over 15/16 with a 100 million to basic, to Special Education and early childhood. Other highlights included no movement on pension reform. Cuts are proposed in Transportation and the state is advocating the bid process in transportation. Feedback from Representative Tallman and Senator Alloway seem to have positive reactions on the budget proposal. Bill 229 would allow districts to bargain with employees for sick days and a provision within the bill that addresses sabbatical entitlement. Annual security drills will be required one time per year.
2. FRN report - Mrs. Elaine Jones electronically sent out FRN conference report. A copy of the report will be provided in the minutes.
3. LIU Board Report - Dr. Doll noted the election ballots are out, IU conducted their annual audit with no findings and next IU meeting is Tuesday March 7, 2017 at 7:00 p.m.

4. Federal programs - Dr. Corwell reported the name change on ESL program to LIEP, Language Instruction Educational Programs. New LIEP students will have a one time opt out testing provision.. Mr. Albin noted that Title I family involvement and March 7th as literacy night at Biglerville Elementary.
5. Cumberland Perry AVTS - Mr. William Siebert reported that UASD calendar blends well with others and announced the next business meeting of CPAVTS.
6. Fund Advisory Board Report - Mr. Richard Crouse -no report.
7. Administrative Reports
 - a. Jamie Kerstetter, Principal, Biglerville Elementary School, noted March 1st and 2nd will hold parent/teacher conferences. March 7th they will hold the Title I Literacy Night. We have Author Adam Lehrhaupt coming to present that evening. On March 16th and 17th we will have Kindergarten Registration. We had 94 students at our Kindergarten Roundup on February 7th.
 - b. Sonia Buckley, Principal, Arendtsville Elementary School noted 1). Book Fair- Feb. 22 - March 2nd 2). Advancing Science will be here this week in 4th grade. 3). March 1st - Jazz Band will be visiting 4). March 8th - Environmental Education Program Parent Meeting will be held at Arendtsville Elementary School. 5). March 15th - Beginning a new after school club called the Band of Brothers.The focus is fitness, nutrition, sportsmanship, and team building. Zach Ramsey and Carl Seils.
 - c. Ann Wolfe, Principal, Bendersville Elementary School shared the same activities as Arendtsville with the exception of the School Club called the Band of Brothers.
 - d. Dave Zinn, Principal, Upper Adams Middle School shared Apple trainers provided professional development 2 days in January and 2 days in February for middle school and high school teachers. Teachers learned technological applications for their specific content area. Administrative preparation has begun for PSSA assessments - assessment scheduling, parent communication, student accommodations etc..
 - e. Beth Graham, Principal, Biglerville High School -Mrs. Graham updated FFA Week end the week with ag olympics. Three (3) students in the Life Skills Work Based Learning Experiences program will begin a work based learning experience w/ Aramark next week. Life Skills students have been participating in volunteer opportunities at Upper Adams Sr. Center and East Berlin Community Center Three (3) students in the LSS program are looking into continuing their education at Hiram G. Andrews Center. **The Real Life Program** - It consists of a series of activities all intended to help students gain an appreciation for the importance that financial decisions will play in their lives as young adults. The goal of the *Real Life* financial literacy forum is to inspire students to appreciate the key issues surrounding personal finance and the importance of getting good advice as you make decisions. Invite them to stop by (Friday, March 3rd) between 9:30 am - 2:30 pm. Success of the first Math Club! The next Math Club is tomorrow. Mini-THON is 3/4. All proceeds go to Four Diamonds. Students arrived safely in Costa Rica. Girls basketball team named winner of the Gretchen Wolf Swartz sportsmanship award, 4 from each school. Josh and Eli Tuckey 1st advance to districts and Blake showers and Brent Hayes 2nd.

- f. Joe Albin, Director of Curriculum, Instruction and Assessment , shared McGraw-Hill Training 7th -10th Biglerville Elementary. PSSA Training & Preparation is up and running Summer Professional Development is underway.
 - g. Anne Corwell, Director of Student Services reported Federal Programs- Title III LIEP (Language Instruction Educational Programs) replaces the term ESL Program although the terms may be used interchangeably as we make the shift. It should not be confused with IEP terms related to Special Education. ELD (English Language Development) replaces ELP (English Language Proficiency) as relates to standards and other program terms but may be used interchangeably as we make the shift. ELL (English Language Learner) to EL (English Learner) It is also different from Title III supplemental services which have their own "opt-out" provisions under the federal grant. PDE has guided that all newly enrolling students and their parents must be presented the opt out option beginning immediately. As for Special Education- This is the year for indicator 14 sampling in our special ed department. Under federal reporting, once over a five year period, we are required to survey all student leavers (graduates, dropouts and students who age out) who have IEPs. Surveys will be used to gather this data. Next year, we are required to find those students to re survey them and find whether or not they are doing what they intended to do.
 - h. Anthony Graham, Director of Athletics and Property-no report.
 - i. Jim VanDyke, Director of Technology and Transportation Services. No report.
 - j. Belinda Wallen, Business Administrator stated that January 10th the state audit began and we are nearing the phase of completion. The Insurance RFP is in development. Participation in the PASBO webcast budget highlighted the reports listed PDE website as to current year subsidy cost have changed and PDE has updated the numbers which changed the dollars expected to be received for current year's budget. UASD received basic subsidy quarterly, four times a year and we will have a waiting game to see our outcome of our current year allocations.
8. Superintendent Report- Dr. Wesley Doll stated the consumption of time for the state audit in terms of the safety. The district is moving forward with several safety projects such as security doors, blacktop and the replacement of middle school classroom doors. Dr. Doll also announced the Susan Byrnes Center pilot with more information to come. Included as a handout this evening is a listing of names for the April Wellness review of policies and processes.

5. **Treasurer Report**

- a. Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the Board approve all the Treasurer's Report as items as listed under A (as amended) through E. Motion carried by a roll call vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

6. **Consent Agenda Items**

- a. Motion by Mr. Christopher Fee, seconded by Mr. Ron Ebbert that the Board approve all the following consent agenda items:

MINUTES

- a. Regular Board Meeting, January 17, 2017 (pages 3.1-3.8)

FINANCE

- a. Agreement between UASD and Franklin & Marshall College for the 2017-2018 Pennsylvania College Advising Corps program in the amount of \$24,000.00
- b. Year-to-date Budget Transfers as per the document from the Business Administrator
- c. Adopt Preliminary Budget for 2017-2018
- d. Upgrade Eicholtz copier fleet and lease arrangement
- e. York Adams Academy 2017-2018 General Operating Budget which includes a membership fee for one (1)

PERSONNEL-ADMINISTRATIVE - no items

PERSONNEL-PROFESSIONAL- no items

PERSONNEL-CLASSIFIED

- a. Robin Whiteman, Learning Support, Instructional Assistant, UAMS, 6.5 hours per day, 178 days per year, \$9.60 per hour, effective retroactive to February 8, 2017, replacing Susan Stockman

PERSONNEL-SUPPLEMENTAL CONTRACTS

- a. Heather Sefcheck, Homebound Instruction for student #4859, \$25.00 per hour
- b. Danielle Markley, Homebound Instruction for student #4196, \$25.00 per hour

PERSONNEL-OTHER

- a. Add the following individual(s) to the Source4Teacher substitute listing:
 - 1). Cayla Roborsky, new hire 1/13/2017
- b. Add the following individual(s) to the Classified substitute listing:
 - 1). Lori Vaughn, retroactive to 2/06/2017
 - 2). Gayle Hartman, retroactive to 2/06.2017
- c. Add the following individual(s) to the volunteer listing:
 - 1). Barbara Ferrari – Biglerville Elementary
 - 2). Amber Garretson – Arendtsville Elementary
 - 3). Nicole Showers – Bendersville Elementary
 - 4). Matthew Hartman – Arendtsville Elementary
- d. Add the following individual(s) to the Chartwells employee listing:
 - 1). Vickie Miller

PROPERTY - No items

TRANSPORTATION

- a. Add the following van driver(s) and substitute driver(s) for School Express:
 - 1). Thomas Weikel – retroactive to 1/25/2017
 - 2). Robert Smith
 - 3). Richard Noel
 - 4). Glenn Keaton
 - 5). Gerald Schrum
 - 6). Stephen Wolford – upon receipt of all documentation
 - 7). Jennifer Unitt

- 8). Harry Smith
- b. Add the following van driver(s) for Jacoby Transportation:
 - 1). Faith Taylor – retroactive to 2/02/2017

CURRICULUM - No items

ATHLETICS

- a. Winter 2016-2017 Coaches as per submitted listing
- b. Spring 2016-2017 Coaches as per submitted listing

OTHER STUDENT ACTIVITIES - No items

OTHER

- a. Resolution for use of the BHS campus and suspension of the provisions of Policy No. 707 for an event scheduled for April 30, 2017.

Motion for consent agenda items was carried by a roll call vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

7. Committee Reports and Action Items

A. Business and Operations Committee

1. Finance

- a. Motion by Mr. Tom Wilson, seconded by Mr. Bill Seibert that the Board approve of additional budget transfer(s). Motion was carried by a roll call vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

2. Personnel

Administration- No items

Professional -

- a. Motion by Mr. Christopher Fee, seconded by Mr. Bill Seibert that the Board grant approval to hire Robyn Vale, French/Spanish Teacher, Biglerville High School, Bachelor's Step 2, \$45,626.00, effective March 20, 2017, replacing Susan Bowerman. Motion was carried by a roll call vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

Classified

- a. Motion by Mr. Christopher Fee, seconded by Mr. James Rutkowski that the Board grant approval of the continuation of leave without pay for Tracy Troutman, Instructional Assistant, Biglerville High School, February 22 through March 21, 2017. Motion was carried by a vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

Supplemental & Other Items

- a. Motion by Mr. Christopher Fee, seconded by Mr. James Rutkowski that the Board grant approval the following items:
 - 1). Individual(s) to the volunteer listing:
 - a). Maurice Cornelis, Jr.
 - 2). Add the following individual(s) to the Source4Teacher substitute listing:
 - a). Chelsea Miller – S4T hire 2/14/2017

3). Add the following individual(s) to the Aramark employee listing:

a). Mitchell Pecher

Motion was carried by a vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

3. Property - No items

4. Transportation

Motion by Mr. William Seibert, seconded by Mr. Christopher Fee to grant approval of the of the following driver(s) for School Express

a). Jennifer Unitt

b). Cathy Lease

c). Emily Bankert

Motion was carried by a vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

B. Curriculum, Athletics, and Other Student Activity Committee Report

Motion by Mr. Christopher Fee, seconded by Mr. Bill Seibert that the school board grant approval on the 2017-2018 Academic Calendar. Motion was carried by a roll call vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

C. Policy review committee report

Motion was made by Mr. Ron Ebert, chair, seconded by Mr. Tom Wilson, to move the first read polices to second read and approve the second reading of policies as presented for approval:

1. First Reading:

a. Policy Number 005 Local Board Procedures - Organization (pages 5.1-5.3)

b. Policy Number 304.1 Employees – Nepotism (pages 5.4-5.6)

c. Policy Number 320 Employees – Freedom of Speech in Non-School Setting (page 5.7)

d. Policy Number 323 Employees – Tobacco Use (page 5.8)

e. Policy Number 350 Employees – Confidential Communications (page 5.9-5.10)

f. Policy Number 420 Professional Employees – Freedom of Speech in Non-School Setting – DELETION (page 5.11)

g. Policy Number 423 Professional Employees – Tobacco Use – DELETION (page 5.12)

h. Policy Number 450 Professional Employees – Confidential Communications – DELETION (page 5.13)

i. Policy Number 520 Classified Employees – Freedom of Speech in Non-School Setting – DELETION (page 5.14)

j. Policy Number 523 Classified Employees – Tobacco Use – DELETION (page 5.15)

k. Policy Number 550 Classified Employees – Confidential Communications – DELETION (page 5.16)

2. Second Reading:

a. Policy Number 127 Programs – Assessment System (formerly Evaluation of Educational Programs) (pages 5.17-5.18)

b. Policy Number 213 Pupils – Grading of Student Progress (pages 5.19-5.20)

c. Policy Number 303 Employees – Nondiscrimination in Employment/Contract Practices (pages 5.21-5.22)

- d. Policy Number 335.1 Employees – Maternity and Childrearing Leave (pages 5.23-5.24)
- e. Policy Number 403 Professional Employees – Nondiscrimination in Employment/Contract Practices – DELETION (pages 5.25-5.26)
- f. Policy 435.1 Professional Employees - Maternity Leave Childrearing Leave – DELETION (pages 5.27-5.28)
- g. Policy Number 503 Classified Employees – Nondiscrimination in Employment/Contract Practices – DELETION (pages 5.29-5.30)
- h. Policy Number 535.1 Classified Employees – Maternity Leave Childrearing Leave – DELETION (pages 5.31-5.32)
- i. Policy Number 610 Finances – Purchases Subject to Bid (pages 5.33-5.36)
- j. Policy Number 611 Finances – Purchases Budgeted (pages 5.37-5.38)

Motion was carried by a vote of 7, “Yes”, 0 “No”, and 2 “Absent” (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

D. **Miscellaneous Agenda Items**

- a. Election of Directors to the Lincoln Intermediate Unit Board of Directors was distributed and collected.
- b. Mrs. Wallen shared the new Budget and Finance website page.
- c. Mr. Wilson inquired as to a need to establish a procedure to investigate the concept of merging school districts. Dr. Doll requested that he has the ability to reach out to the county Superintendent before an article is printed in the paper.

7. **Payment of Bills**

Motion by Mr. Christopher Fee, seconded by Mr. Ron Ebbert that the school board grant approval to pay the monthly board bills. Motion was carried by a roll call vote of 7, “Yes”, 0 “No”, and 2 “Absent” (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin).

8. **Old Business** - No items

9. **New Business** - No items.

10. **Items of General Information**

A. The school board committee meetings are as follows:

- 1. Curriculum and Extra Curricular Committee – Tuesday, March 7, 2017, 6:30 p.m.
- 2. Business and Operations Committee – Tuesday, March 7, 2017,
Upon Completion of the Curriculum & Extra-Curricular Committee Meeting
- 3. Policy Committee Meeting – Thursday, March 2, 2017, 9:00 a.m.

B. Regular School Board Meeting – Tuesday, March 21, 2017, 7:00 p.m.

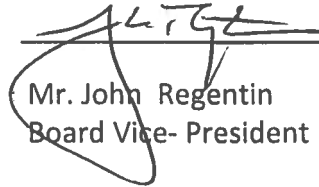
11. **Adjournment**

Motion by Mr. Tom Wilson, seconded by Mr. Ron Ebbert, that the meeting adjourned at 8:13 p.m. Motion was carried by a vote of 7, "Yes", 0 "No", and 2 "Absent" (Mrs. Elaine Jones, Board President, and Mr. Anthony (Tony) McNevin)

Respectfully Submitted,

Belinda M. Wallen
Business Administrator/Board Secretary

Acknowledged,



Mr. John Regentin
Board Vice- President