

**UPPER ADAMS SCHOOL DISTRICT  
BIGLERVILLE, PENNSYLVANIA  
REGULAR BOARD MEETING  
SCHOOL BOARD  
TUESDAY, February 21, 2016  
7:00 PM**

*Items marked \*\* did not go through committee meetings*

- I. CALL TO ORDER: President – Elaine Jones
- II. PLEDGE OF ALLEGIANCE
- III. MOMENT OF SILENCE
- IV. ROLL CALL
- V. RECOGNITION OF DELEGATIONS
  - A. Upper Adams School District Current Events
  - B. Student Report
  - C. Recognition of the Biglerville High School Marching Band, Atlantic Coast Champions, 2016.
- VI. PUBLIC COMMENT
  - A. No items
- VII. CORRESPONDENCE – President – Elaine Jones
  - A. No items
- VIII. REPORTS
  - A. Legislative Report/PSBA Report – James Rutkowski and Anthony McNevin
  - B. FRN Report – Elaine Jones
  - C. LIU Board Report – Wesley Doll
  - D. Federal Programs – Anne Corwell
  - E. Cumberland Perry AVTS – William Seibert
  - F. Fund Advisory Board Report – Richard Crouse
  - G. Administrative Reports
    - 1. Jamie Kerstetter, Principal, Biglerville Elementary School
    - 2. Sonia Buckley, Principal, Arendtsville Elementary School
    - 3. Ann Wolfe, Principal, Bendersville Elementary School
    - 4. Dave Zinn, Principal, Upper Adams Middle School
    - 5. Beth Graham, Principal, Biglerville High School
    - 6. Joe Albin, Director of Curriculum, Instruction and Assessment
    - 7. Anne Corwell, Director of Student Services
    - 8. Anthony Graham, Director of Athletics and Property
    - 9. Jim VanDyke, Director of Technology and Transportation Services
    - 10. Belinda Wallen, Business Administrator
  - H. Superintendent Report – Wesley Doll
- IX. TREASURER’S REPORT – Tom Wilson
  - A. Financial Report Ending December 31, 2016 and Condensed Board Summary Report for December, 2016 (pages 2.1-2.9)
  - B. Cafeteria Report Ending January 31, 2016 (pages 2.10-2.11)
  - C. Student Council Sub Accounts January 31, 2016 (page 2.12)
  - D. Student Accounts Report January 31, 2016 (page 2.13)
  - E. Principal’s Account January 31, 2016 (page 2.14)

X. CONSENT AGENDA ITEMS (as discussed at Committee Meeting February 7, 2016)

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 provided 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

- a. No items

PERSONNEL-PROFESSIONAL

- a. 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

- a. 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

- a. No items

ATHLETICS

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

OTHER STUDENT ACTIVITIES

- a. 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.

XI. COMMITTEE REPORTS AND ACTION ITEMS

A. BUSINESS AND OPERATIONS COMMITTEE

1. FINANCE – Tom Wilson - Chairperson

- a. **\*\*Recommend approval** of additional budget transfer(s).

2. PERSONNEL – John Regentin - Chairperson

a. ADMINISTRATION

- 1). No items.

b. PROFESSIONAL

- 1). No items

c. CLASSIFIED

- 1). **\*\*Recommend approval** of the continuation of leave without pay for Tracy Troutman, Instructional Assistant, Biglerville High School, February 22 through March 21, 2017.

d. *SUPPLEMENTAL CONTRACTS*

- 1). No items

e. *OTHER*

- 1). **\*\*Recommend approval** of the following individual(s) to the volunteer listing:

- a). Maurice Cornelis, Jr.

- 2). **\*\*Recommend approval** to add the following individual(s) to the Source4Teacher substitute listing:

- a). Chelsea Miller – S4T hire 2/14/2017

3. PROPERTY – Bill Seibert – Chairperson

- a. No items

4. TRANSPORTATION – Bill Seibert – Chairperson

- a. **\*\*Recommend approval** of the following driver(s) for School Express

- a). Jennifer Unitt

- b). Cathy Lease

- c). Emily Bankert

## B. CURRICULUM AND EXTRA-CURRICULAR COMMITTEE REPORT

1. CURRICULUM – Christopher Fee – Chairperson
  - a. No items.
2. ATHLETICS – Christopher Fee – Chairperson
  - a. No items.
3. OTHER STUDENT ACTIVITIES – Christopher Fee – Chairperson
  - a. **\*\*Recommend approval** of the 2017-2018 Academic Calendar. (page 4.1)

## C. POLICY REVIEW COMMITTEE REPORT – Ron Ebbert, Chairperson

1. **\*\*Recommend approval** of the Policy Committee Meeting Minutes from February 2, 2017. (Minutes will be available at the meeting.)
2. 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)
3. 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)

## D. MISCELLANEOUS AGENDA ITEMS – President – Elaine Jones

1. **\*\*Election of Directors to the Lincoln Intermediate Unit Board of Directors.**

XII. PAYMENT OF BILLS (pages 6.1-6.9)

XIII. OLD BUSINESS

XIV. NEW BUSINESS

A. No items

XV. ITEMS OF GENERAL INFORMATION:

A. School Board Committee Meetings:

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.

XVI. ADJOURNMENT