

Call to Order:

The Upper Adams School Board of Directors met on Tuesday, January 17, 2017, in the Administration Board Room. President, Mrs. Elaine Jones announced the need for a brief executive session at 7:07 p.m. concerning a student related matter. The Board of Directors regular meeting began at 7:16 p.m. with the Pledge of Allegiance and a moment of silence by Mrs. Elaine Jones, President, Board of Directors.

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

Also present: Dr. Wesley Doll, Superintendent, Mrs. Belinda Wallen, Business Administrator/Board Secretary, Dr. Anne Corwell, Director of Student Services, Mr. Joe Albin, Director of Curriculum 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, Mr. Jim VanDyke, Director of Technology and Transportation, Mrs. Tina Fair, Human Resource Coordinator, Ms. Robin Fitzpatrick, Ms. Sherri Clayton Williams, Mr. Harlan Lawson from the Adams County Office of Planning and Development, Mr. Barry Cockley, Berwick Township Supervisor, 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 foster kids fundraiser.
- c. Recognition of the Upper Adams School Board in honor of School Board Appreciation Month including refreshments provided by the Culinary Arts Students under the direction of Mrs. Laura Fritz and a presentation of their original plays on immigration by Kandy Long's 3rd Grade Students and Colleen Rebert's 3rd Grade Students.
- d. Presentation by Robin Fitzpatrick, President, Adams County Economic Development Corporation.
- e. Dr. Doll publically thanked Ms. Fitz for the evening refreshments and presentation. Dr. Doll provided the Board of Directors with the 2016 CannerMan as a token of appreciation.

2. **Public Comment** - No items noted

3. **Correspondence** - No items noted

4. **Reports**

1. Legislative/PSBA report - Mr. James Rutkowski reported Gov. Wolf is just three weeks away from the budget address and starts with a \$360 million deficit. The budget plan should be very revealing. Mr. Rutkowski shared concerns on the Property Tax Elimination, formerly HB76, movement gaining ground. Mr. Wilson, Dr. Doll and Mrs. Wallen all shared concerns on the ramifications of the proposed property tax elimination as a large shift that would actually hurt taxpayers and still see no property tax elimination, Mrs. Wallen shared PASBO's legislative efforts and communication to date covering the HB76.

2. FRN report - Mrs. Elaine Jones had no report but shared her sentiments of appreciation for her fellow board members in support of her attending the NRSP advisory conference. Mrs. Jones stated she is looking forward to an advocate opportunity with Congressman Scott Perry.
3. LIU Board Report - Dr. Doll noted the next IU meeting is Tuesday February 7, 2017 at 7:00 p.m.
4. Federal programs - Mr. Joe Albin noted that UASD 6 ESL teachers, and our Spanish speaking students are in line with other students and that he appreciates all the teacher's efforts in giving up time to help the students achieve alignment.
5. Cumberland Perry AVTS - Mr. William Siebert- no report.
6. Fund Advisory Board Report - Mr. Richard Crouse -no report.
7. Administrative Reports
 - a. Jamie Kerstetter, Principal, Biglerville Elementary School, noted that this Friday is data day, reading and math data will be reviewed, Monday- all are excited about the Wonders program and Feb 7th is kindergarten roundup.
 - b. Sonia Buckley, Principal, Arendtsville Elementary School noted the Brynes Health Center is presenting a Cyberwise Program for grade 6 on January 27th. The Hoops for Heart - Organized by our P.E. teacher, Deborah Yargar-Reed. Begins February 1st. The In-service Days - January 13th and 16th - Evaluated multiple sources of data. As a team we discussed and analyzed where we are, where we want to be, and how we are going to get there. The focus was on Language Arts and Mathematics. We also provided professional development on the use of technology in education.
 - c. Ann Wolfe, Principal, Bendersville Elementary School announced their student council is sponsoring "Keep Kindness Going" week starting on Monday (connected to the NED show from the fall). There are posters and announcements that will encourage all Bendersville Bulldogs to think of how they can pay it forward by being more kind in 2017. Data Day is January 13, 2017. AVE is looking at our students' growth and achievement from our 15-16 data to look for trends and patterns through PVAAS Teacher Specific Reporting as a process of reviewing and planning. Through this process, we looked at PVAAS Value Added Reports. Next, we looked at PVAAS Diagnostic Report and subgroups. (Economically Disadvantaged, Learning Support, and Historically Underperforming). Finally, we looked at Custom Diagnostic Report(s), to investigate questions about other "subgroups of students" that the teacher defines – students who share certain types of educational experiences in common (ex. students receiving interventions vs those students who did not,) Our In-service - January 16, 2017. In the morning we had professional development in Technology. We learned about Nearpod - interactive teaching tool and Google Classroom. In the afternoon, we reviewed instructional practices by looking for evidence as we walked through questions in curriculum, instruction, assessment and operation. We finished the day by creating an action plan to improve student growth and achievement.
 - d. Dave Zinn, Principal, Upper Adams Middle School shared that three (3) 8th grade students were recognized by the Gettysburg VFW for their essays to the theme, "The America I Believe In." Winners were: first place- Kaitlynn Cook; second place - Charlotte King; third place - Hailey Steele. During this past Friday teachers analyzed Science, English Language Arts and Math data to determine strengths and areas of concern in

terms of how well students are mastering the PA Core Standards in those subject areas. At Monday's in-service 8th grade Language Arts teachers continued to review and revise ELA curriculum.

- e. Beth Graham, Principal, Biglerville High School -Mrs. Graham updated the board on student progress.
 - f. Joe Albin, Director of Curriculum, Instruction and Assessment , shared that science curriculum is being reviewed and that the last county induction covered emerging trends. More to come on the science curriculum.
 - g. Anne Corwell, Director of Student Services reported for Title III, our ESL teachers have spent the last day and ½ training to give the WIDA online assessments that have opened this week. They have also been hard at work planning the annual parent night. This year will be a bit different. We are asking some of our Spanish speaking parents to play a big part in planning our evening. In addition, the teachers are brainstorming how to give our students a “head start” when it comes to vocabulary development with our new Wonders Program. Some of our ideas include a summer vocabulary camp and an early day tutoring program for next year. Yes, these ideas would be paid for by Title III money. WIDA on line testing- large-scale English language proficiency assessment administered to Kindergarten through 12th grade students who have been identified as English language learners (ELLs). It is given annually in *WIDA* Consortium member states to monitor students' progress in acquiring academic English. The last couple inservice days we have been working on changes, changes, changes. We now have to fill out a state waiver if we have more than 1% of our student population who need to take an alternative assessment. After we get approved to give the test my staff and I have to do online trainings and take several assessments to become proficient at giving the test. We are currently trying to navigate the changes brought to us with regard to 504 service agreements. These are agreements that aren't IEPs, but basically allow students with a disabling condition to qualify for extra assistance within the regular education environment.
 - h. Anthony Graham, Director of Athletics and Property-no report.
 - i. Jim VanDyke, Director of Technology and Transportation Services - Transportation - announced the expansion of seven more cameras on the busses, nearly ¾ of the fleet are now equipped with cameras. The fiber is underway, all easements have been obtained and Mr. VanDyke thanks the community and those directly impacted during the fiber cabling installation. In the short term, poles are being delivered on property in a staging area for deployment. The project is covered by E-Rate funding.
 - j. Belinda Wallen, Business Administrator thanked Mr. Wilson and Dr. Doll for the participation in the January 5th, 2017 round table review of the annual audited financial statements, ended June 2016, with Boyer and Ritter for the thorough review of the audit. Report is electronically provided to the board and members are to advise Mrs. Wallen if a hard copy is needed. The state audit began January 10th and more to follow.
8. Superintendent Report- Dr. Wesley Doll began by thanking the Board of Directors for their hours of service and dedication to the students. Dr. Doll stated that in the near future more to come on the public budget workshop. The 2017/2018 calendar review is underway as several

groups have been vetting through some to the changes. The safety flip chart has been updated from the paper format and shared the chart with members. In the near future, Dr. Doll would like to bring to the Board an emergency plan management, electronic version, including cost.

5. **Treasurer Report**

- a. Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the Board approve all the Treasurer's Report items as listed under A through E. Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".

6. **Consent Agenda Items**

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

MINUTES

- a. Reorganization Meeting, December 6, 2016 (pages 3.1-3.2)
- b. Regular Board Meeting, December 6, 2016 (pages 3.3-3.8)

FINANCE

- a. Cumberland Perry Area Vocational Technical School (CPAVTS) General Fund Budget for 2017-2018
- b. Notice of School District's Intent to Adopt Proposed Preliminary Budget
- c. IDEA-B Pass-Through Funds Allocation Agreement for 2016-2017 between UASD and Lincoln Intermediate Unit #12, signed 12/16/2016
- d. WTI General Services Proposal to repair roof leaks in the Central Office and UAMS
- e. A/V Solutions Proposal for additional camera purchase and installation for BHS and UAMS
- f. Tax Collector Resolution
 - g. Accept the following donations:
 - a. American Heart CPR Anytime Kits donated by the American Heart Association
 - b. \$500.00 from Our Friends on Bear Mountain, designated to Art and Music, Bendersville Elementary School, to be used for Cultural Arts Program
 - c. \$500.00 from the Home Association of the American Legion, designated to the Bendersville Elementary School Library

PERSONNEL-ADMINISTRATIVE -No items

PERSONNEL-PROFESSIONAL

- a. Job Description for Teacher-Elementary/Secondary Classroom

PERSONNEL-CLASSIFIED

- a. Accept the retirement(s) of the following:
 - a. Kay Loose, Guidance Secretary, Biglerville High School, last day June 30, 2017
 - b. Connie Myers, Administrative Assistant, Biglerville High School, last day June 30, 2017
- b. Post and advertise for the following position(s):
 - 1). Guidance Secretary
 - 2). Administrative Assistant

- c. Continuation of leave without pay for Tracy Troutman, Instructional Assistant, Biglerville High School, January 18 through February 21, 2017

PERSONNEL-SUPPLEMENTAL CONTRACTS

- a. Sherry Holland, Homebound Instructor for student #4859, \$25.00 per hour

PERSONNEL-OTHER

- a. Add the following individual(s) to the volunteer listing:
 - 1). Jay Slaybaugh, Arendtsville Elementary
 - 2). Heidi Dittmar, Biglerville Elementary
 - 3). Margaret Hoover, Biglerville Elementary

PROPERTY - No items

TRANSPORTATION

- a. Add the following driver(s) to the substitute driver list for School Express:
 - 1). Paul Adams

CURRICULUM - No items

ATHLETICS

- a. Overnight trip for the Junior High Wrestling Team to attend the Wilson Wrestling Tournament, February 10-11, 2017, accommodations at Hampton Inn, Wyomissing

OTHER STUDENT ACTIVITIES

- a. 2nd Annual Color Run, Class of 2019, April 22, 2017, with a percentage of the proceeds to benefit St. Jude Children's Hospital

Motion made by Mr. Christopher Fee, seconded by Mr. Tom Wilson to approve all the consent items as listed and covered at the January 3, 2017 planning meeting. Mr. Ebbert recognized Connie Myers and Kay Loose for the years of dedication and service to the UASD. Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".

7. Committee Reports and Action Items

A. Business and Operations Committee

1. Finance

- a. Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the Board approve and accept the Annual Financial Audit Report for the period ending June 30, 2016. Mr. Wilson issued a summary of the audit, noting a clean audit opinion and covered two findings, resulting from the financial software changeover, but, both have since been corrected to date. Motion carried to approve the audit ended June 2016 report by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".
- b. Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the Board approve:
 - 1. The Direct Energy Demand Response Proposal. (pages 4.1-4.2)
 - 2. The automatic renewal of the Radio System Contract with K & C Communications effective January 1, 2017, for \$2,625.00 as per the agreement. (pages 4.3-4.4)
 - 3. Donations received from the Moose Lodge, Gettysburg, Pa - 68 Chairs for Arendtsville and Bendersville Elementary School music program

Motion carried to approve by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".

2. Personnel

Administration- No items

Professional - No items

Classified- No items

Supplemental - No items

Motion by Mr. John Regentin, seconded by Mr. Tom Wilson to approve the following other items covered under E1 and E2 of the agenda as listed:

1. The individual, Alexandra Calder, S4T hire date 1/9/2017(s) to the Source4Teacher substitute listing:
2. The individual, Christine Daron, Arendtsville Elementary to the Volunteer List

Motion carried on all other items by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".

3. Property

Motion by Mr. William Seibert, seconded by Mr. Christopher Fee to grant approval of the formation of the UASD Facilities Committee. Handout provided and discussion: Mr. Rick Crouse requesting business persons as an outreach for community representation. Dr. Doll indicated there are some, and they will likely be adding others whom have an interest in participation. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

4. Transportation - No items

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

Motion by Mr. Christopher Fee, seconded by Mr. Tom Willson that the school board grant approval on all agenda items as listed under Curriculum, Athletics and Other Students activities as the following:

- a. The School District Affiliation Agreement for Student Teaching between the Upper Adams School District and California University of Pennsylvania. (pages 5.1-5.5)
- b. The Biglerville High School Course Selection Guide for the 2017-2018 school year.
- c. 2016-2017 coach listing, Alyssa Kuhn, Assistant Varsity Girls Basketball, Volunteer
- d. The overnight trip for the Technology Student Association Members to participate in the State TSA Conference, Seven Springs Resort, Champion, PA, April 19-22, 2017, with trip costs being covered by the students attending.

Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

C. Policy review committee report

No motion was made by Mr. Ron Ebert, chair, as the following policies are moving to second reading. No second readings of policy presented for approval:

1. First Readings-
 - a. Policy Number 127 Programs – Evaluation of Educational Programs (change to Assessment System (pages 6.1-6.2)
 - b. Policy Number 213 Pupils - Grading of Student Progress (pages 6.3-6.4)
 - c. Policy Number 303 Employees – Nondiscrimination in Employment/Contract Practices (pages 6.5-6.6)
 - d. Policy Number 335.1 Employees – Maternity and Childrearing Leave (pages 6.7-6.8)

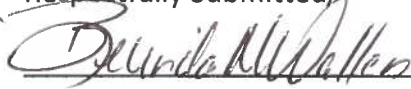
- e. Policy Number 403 Professional Employees – Nondiscrimination in Employment/Contract Practices – DELETION (pages 6.9-6.10)
 - f. Policy Number 435.1 Professional Employees – Maternity Leave Child Rearing Leave – DELETION (pages 6.11-6.12)
 - g. Policy Number 503 Classified Employees – Nondiscrimination in Employment/Contract Practices – DELETION (pages 6.13-6.14)
 - h. Policy Number 535.1 Classified Employees – Maternity Leave Child Rearing Leave – DELETION (pages 6.15-6.16)
 - i. Policy Number 610 Finances – Purchases Subject to Bid (pages 6.17-6.20)
 - j. Policy Number 611 Finances – Purchases Budgeted (pages 6.21-6.22)
- D. **Miscellaneous Agenda Items**
- Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the school board grant approval on entering into a written agreement with the parents of student #4886 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. Motion carried by a roll call vote of 9, “Yes”, 0 “No”, and 0 “Absent”.
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 carried by a roll call vote of 8, “Yes”, 0 “No”, 1 “Abstain” (Mr. James Rutkowski abstained due to his spouse is listed as a recipient, and 0 “Absent”.
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, February 7, 2017, 6:30 p.m.
 - 2. Business and Operations Committee – Tuesday, February 7, 2017,
Upon Completion of the Curriculum & Extra-Curricular Committee Meeting
 - 3. Policy Committee Meeting – Thursday, February 2, 2017, 9:00 a.m.
 - B. Regular School Board Meeting – Tuesday, February 21, 2017, 7:00 p.m.

Upper Adams School District School Board Minutes
Tuesday, January 17, 2017
Administration Board Room, 7:00 pm

11. **Adjournment**


Motion by Mr. Christopher Fee, seconded by Mr. James Rutkowski, that the meeting adjourned at 9:05 p.m. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

Respectfully Submitted,



Belinda M. Wallen
Business Administrator/Board Secretary

Acknowledged,



Mrs. Elaine Jones *John Regent*
Board President • *Vice*