

****Revised**
UPPER ADAMS SCHOOL DISTRICT
BUSINESS & OPERATIONS COMMITTEE
Tuesday, January 3, 2017

I. PROPERTY—Bill Seibert

ITEM	ACTION	PERSON RESPONSIBLE
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A. No items

II. TRANSPORTATION—Bill Seibert

ITEM	ACTION	PERSON RESPONSIBLE
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A. Add the following driver(s) to the substitute driver list for School Express:	Recommend approval	Jim VanDyke
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1). Paul Adams

III. FINANCE—Tom Wilson

ITEM	ACTION	PERSON RESPONSIBLE
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A. Budget Presentation	Presentation	Tom Wilson
B. Cumberland Perry Area Vocational Technical School (CPAVTS) General Fund Budget for 2017-2018.	Recommend approval	Belinda Wallen
C. Donation of American Heart CPR Anytime Kits donated by the American Heart Association	Recommend approval	Belinda Wallen
D. Notice of School District's Intent to Adopt Proposed Preliminary Budget	Recommend approval	Belinda Wallen
E. IDEA-B Pass-Through Funds Allocation Agreement for 2016-2017 between UASD and Lincoln Intermediate Unit #12 signed 12/16/2016	Recommend approval	Belinda Wallen
F. WTI General Services Proposal to repair roof leaks in the Central Office and UAMS	Recommend approval	Belinda Wallen

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| G. A/V Solutions Proposal for additional camera purchase and installation for BHS and UAMS | Recommend approval | Belinda Wallen |
| H. Accept the following donations: | Recommend approval | Belinda Wallen |
| 1). \$500.00 from Our Friends on Bear Mountain, designated to Art and Music, Bendersville Elementary School, this donation will be used for the Cultural Arts program | | |
| 2). \$500.00 from the Home Association of the American Legion designated to the Bendersville Elementary School Library. | | |
| I. Tax Collector Resolution | Recommend approval | Belinda Wallen |

IV. PERSONNEL—John Regentin

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Retirement of Kay Loose, Guidance Secretary, Biglerville High School, Last day, June 30, 2017	Recommend approval	Belinda Wallen
B. Post and advertise for a Guidance Secretary	Recommend approval	Belinda Wallen
C. Retirement of Connie Myers, Administrative Assistant, Biglerville High School, last day June 30, 2017	Recommend approval	Belinda Wallen
D. Post and advertise for an Administrative Assistant	Recommend approval	Belinda Wallen
E. Job Description Teacher-Elementary/ Secondary Classroom	Recommend approval	Belinda Wallen
F. Supplemental Contract(s)	Recommend approval	Belinda Wallen
1) Sherry Holland, Homebound Instructor for student #4859, \$25.00 per hour		
G. Add the following individuals to the teacher substitute listing:	Recommend approval	Belinda Wallen
1). No items		
H. Add the following individuals to the classified substitute listing:	Recommend approval	Belinda Wallen
1). No items		

I. Add the following individuals to the volunteer listing: Recommend approval Belinda Wallen

- 1). Jay Slaybaugh, Arendtsville Elementary
- 2). Heidi Dittmar, Biglerville Elementary
- 3). Margaret Hoover, Biglerville Elementary

*J. **Continuation of leave without pay for Tracy Troutman, Instructional Assistant, Biglerville High School, January 18, through February 21, 2017* Recommend approval Belinda Wallen

V. Other

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. No items		