

**UPPER ADAMS SCHOOL DISTRICT
BIGLERVILLE, PENNSYLVANIA
REGULAR BOARD MEETING
SCHOOL BOARD
TUESDAY, January 17, 2017
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 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.
 - D. Presentation by Robin Fitzpatrick, President, Adams County Economic Development Corporation.
- VI. PUBLIC COMMENT
 - A. Request to address the board by Mr. Chuck Stump.
- 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 November 30, 2016 and Condensed Board Summary Report for November, 2016 (pages 2.1-2.9)
- B. Cafeteria Report Ending December 31, 2016 (pages 2.10-2.11)
- C. Student Council Sub Accounts November 30, 2016 and December 31, 2016 (pages 2.12-2.13)
- D. Student Accounts Report November 30, 2016 and December 31, 2016 (pages 2.14-2.15)
- E. Principal's Account November 30, 2016 and December 31, 2016 (pages 2.16-2.17)

X. CONSENT AGENDA ITEMS (as discussed at Committee Meeting January 3, 2017)

MINUTES

- a. Re-organization 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:
 - 1). American Heart CPR Anytime Kits donated by the American Heart Association
 - 2). \$500.00 from Our Friends on Bear Mountain, designated to Art and Music, Bendersville Elementary School, to be used for Cultural Arts Program
 - 3). \$500.00 from the Home Association of the American Legion, designated to the Bendersville Elementary School Library

PERSONNEL-ADMINISTRATIVE

- a. No items

PERSONNEL-PROFESSIONAL

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

PERSONNEL-CLASSIFIED

- a. Accept the retirement(s) of the following:
 - 1). Kay Loose, Guidance Secretary, Biglerville High School, last day June 30, 2017
 - 2). 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

- a. No items

TRANSPORTATION

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

CURRICULUM

- a. 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

XI. COMMITTEE REPORTS AND ACTION ITEMS

A. BUSINESS AND OPERATIONS COMMITTEE

1. FINANCE – Tom Wilson - Chairperson

- a. ****Recommend approval** to accept the Annual Financial Audit Report for the period ending June 30, 2016.
- b. ****Recommend approval** to accept the Direct Energy Demand Response Proposal. (pages 4.1-4.2)
- c. ****Recommend approval** of 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)
- d. ****Recommend approval** of the following donations received from the Moose Lodge, Gettysburg, PA
 - 1). 68 Chairs for Arendtsville and Bendersville Elementary School music program

2. PERSONNEL – John Regentin - Chairperson

a. *ADMINISTRATION*

- 1). No items.

b. *PROFESSIONAL*

- 1). No items

c. *CLASSIFIED*

- 1). No items

d. *SUPPLEMENTAL CONTRACTS*

- 1). No items

e. *OTHER*

- 1). ****Recommend approval** of the following individual(s) to the Source4Teacher substitute listing:
 - a). Alexandra Calder, S4T hire date 1/9/2017

3. PROPERTY – Bill Seibert – Chairperson

- a. ****Recommend approval** of the formation of the UASD Facilities Committee.

4. TRANSPORTATION – Bill Seibert – Chairperson

- b. No items.

B. CURRICULUM AND EXTRA-CURRICULAR COMMITTEE REPORT

1. CURRICULUM – Christopher Fee – Chairperson

- a. ****Recommend approval** of 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. ****Recommend approval** of the Biglerville High School Course Selection Guide for the 2017-2018 school year.

2. ATHLETICS – Christopher Fee – Chairperson

- a. ****Recommend approval** of the following 2016-2017 coaches:
- 1). Alyssa Kuhn, Assistant Varsity Girls Basketball, Volunteer

3. OTHER STUDENT ACTIVITIES – Christopher Fee – Chairperson

- a. ****Recommend approval** of 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.

C. POLICY REVIEW COMMITTEE REPORT – Ron Ebbert, Chairperson

1. First Reading:

- 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 Childrearing 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 Childrearing 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)

2. Second Reading:

- a. No items

D. MISCELLANEOUS AGENDA ITEMS – President – Elaine Jones

1. No items

XII. PAYMENT OF BILLS (pages 7.1-7.24)

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, 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.

XVI. ADJOURNMENT