

**Call to Order:**

The Upper Adams School Board of Directors met on Tuesday, December 6, 2016, in the Administration Board Room. The Board of Directors began at 6:30 p.m. with the re-organization meeting, followed by the Pledge of Allegiance and a moment of silence with a call to order at 7:00 p.m. 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, Mr. Robert McQuaide, Solicitor, Dr. Anne Corwell, Director of Student Services, 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, Mrs. Karen Devine, PSBA, Mrs. Lauren Eby, RBC Capital Markets, Mr. Charles Stump, and Mr. Jim Hale, Gettysburg Times.

1. **Recognition of Delegate**

- a. Upper Adams School District Current Events, no current events covered.
- b. No Student Report available
- c. PSBA "Honor Roll of School Board Service" recognition for Elaine Jones and William Seibert for 12 years of service by Karen Devine, Member Services Manager, PSBA. Mrs. Devine was honored to be present for this recognition. PSBA has been recognizing local school board's years of service since 1983.
- d. Recognition of Mia Maloney, graduate of the Art Institute of Chicago, for volunteering more than 65 hours of her time in designing to inspire creativity and painting the Biglerville Elementary Library. We also want to publicly thank the following for their contributions to this project: Sherwin Williams, Gettysburg Rental, Gary Robey, Mr. Maloney, Lisa Newberry, and Steven Glassmann. Mrs. Laura Glassmen presented a video of the volunteer work contributed by Mia Maloney.

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

3. **Correspondence** - Mrs. Elaine Jones shared the receipt of a student writing assignment from Rachel Hertzog's 4<sup>th</sup> Grade Class, Bendersville Elementary, about their recent field trip to Bear Branch Nature Center. Each board member received a copy of a student writing to read at their leisure.

4. **Reports**

- A. Legislative/PSBA report - Mr. James Rutkowski reported the pension reform is one last effort with no movement or new news as of the beginning of the year. Mr. Wilson additionally shared that the state already has a projected shortfall for current year and Upper Adams should be prepared for the situation to get much worse for the upcoming budget year as we plan to meet our own deadlines. Mr. Wilson shared that he already spoke with Representative Tallman and Alloway. Alloway indicated no pension reform will mean no budget passage, while

Upper Adams School District School Board Minutes

Tuesday, December 6, 2016

Administration Board Room, 7:00 pm

Representative Tallman commented on the budget process and passage will be the same as the prior year.

- B. FRN report - Mrs. Elaine Jones provided a few observations as the world is turned upside down with the last election. The ESSA act is set to make major changes with initially granting more flexibility of local control but now could potential be changed with the recent appoint of Betsy DeVos as Secretary of Education. Mrs. DeVos, nor her family members, have ever attended a public school. Mrs. DeVos is a strong advocate for vouchers. Mrs. Jones noted to stay alert to the changes and continue to support for public schools. Mrs. Jones contacted Scott Perry, but no immediate response was provided.
- C. LIU Board Report - Dr. Doll noted the comprehensive plan is completed, ready for submission and stated next IU meeting is Tuesday January 3rd, 2017 at 7:00 p.m.
- D. Federal programs - Dr. Corwell, announced the new federal guidelines for Title I and III for transportation for foster children. Dr. Corwell announced Suzanne Benchof as the IU Director of Migrant and ESL Services is retiring after 37 year of service. Eric Mondel is replacing Mrs. Benchof.
- E. Cumberland Perry AVTS - Mr. William Siebert shared his appointment as the chairmen. The 2017/2018 budget is approved and will be presented for UASD approval in January 2017. CPAVTS has a new program and assignment of the PDE's new codes. As such student capacity is 1,950 with 32 from Upper Adams. The next meeting is January 23, 2017 at 6:30p.m.
- F. Fund Advisory Board Report - Mr. Richard Crouse announced that the annual meeting is December 7, 2016 at 6:30 p.m. at the Adams County Arts Council Building.
- G. Administrative Reports

Jamie Kerstetter, Principal, Biglerville Elementary School, commented on December 14, 2016 is the 2nd grade Christmas program held at the High School at 7:00pm.

Sonia Buckley, Principal, Arendtsville Elementary School noted Parent/Conferences were successful with 95% attendance. December 13th is the Spelling Bee (5th and 6th graders).

December 19th is the 6th grade musical 10am and then again at 7pm. December 20th is scheduled to celebrate meeting our Race for Education goal, our D.J. Dance party will be held in the afternoon. A reminder that December 21st is the Caroling around the town and December 22nd is the Band and Chorus Holiday Tour at 10:45.

Ann Wolfe, Principal, Bendersville Elementary School announced Majestic Theater event that due to a grant and a large donation to Totem Pole Playhouse, hundreds of tickets were offered to schools in the area free of charge for day time shows of *A Christmas Carol* at the Majestic Theatre. Our 4th, 5th and 6th grade students will be attending and our gracious PTA will be covering the transportation costs. Mrs. Kissner will host an HOUR OF CODE at Bendersville Elementary School on December 6<sup>th</sup> and December 13<sup>th</sup>. HOUR OF CODE is a global movement in over 180 countries introducing students to Computer Science. Mrs. Gerlitzki and 5<sup>th</sup> grade students went caroling at Hollabaughs on December 2<sup>nd</sup> and at the Outlets December 3<sup>rd</sup>. The 6<sup>th</sup> Grade Holiday "Moosical" Musical will be on Thursday, December 15, 2016.

Dave Zinn, Principal, Upper Adams Middle School shared that Parent/Teacher conferences were 65% attended and the middle school Christmas concert is tomorrow evening, December 7, 2016. Lastly, next Thursday is set for text independent analysis.

Beth Graham, Principal, Biglerville High School shared that the Christmas choral and band concert is 12/7 @ 7PM. On 12/6 we held the first testing session of the winter keystone sessions. The 10th grade students began their career exploration research projects. As part of their learning, they will be completing a learning style inventory, Holland Code assessment, and career cluster assessments.

On behalf of Joe Albin, Director of Curriculum, Instruction and Assessment, Dr. Corwell shared that Mr. Albin was attending the SES Conference and December 1, 2016 was the new teacher induction meeting that covered how poverty impacts our students.

Anne Corwell, Director of Student Services reported on the Patten training held November 16, 2016. The comprehensive plan for special education was approved and publically wanted to thank Kathy Pitzer and Brad Showers who spent many hours for reporting 224 records without one error.

Anthony Graham, Director of Athletics and Property reported that winter sports began with a tip off open basketball tournament and wrestling held its opening match. Mr. Graham indicated UASD had a great fall season as the soccer team was awarded the sportsmanship award. no report as the sports season has a short break as we are between season at this time. Dr. Doll stated that all coach position are filled.

Jim VanDyke, Director of Technology and Transportation Services - Transportation - announced the expansion of seven more cameras on the busses. Piloting internet access on the CPAVTS bus run as they are receiving quotes for wireless connectivity and access points. Mr. VanDyke indicated they are looking to update the AP to the middle school and replace, looking to leverage the E-Rate dollars to address those updates.

Belinda Wallen, Business Administrator noted a budget and financial review is upcoming and will differ until then but did announce Mrs. Tina Fair has earned her credentials issued by the HR Certification Institute as PHR, Professional in Human Resource. Mrs Fair was required to meet 60 credits for recertification and on behalf of UA, Mrs. Wallen wanted to publically recognize Mrs. Fair for her accomplishment.

- H. Superintendent Report- Dr. Wesley Doll announced that the 2017/2018 calendar is being pulled together. Policy 800 is forthcoming. There is a LIU Board vacancy as Todd Orner from Gettysburg has not renewed and if one of our members is interested to please let him know as the IU Board meets the 1st Tuesday of every month. Additionally the Economic Development presentation is forthcoming as Mr. Wilson reached out with interest to see what may be available to Upper Adams in the future. Lastly, Dr. Doll wanted to personally wish everyone a great holiday.

5. **Treasurer Report**

- a. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the Board approve the Treasurer Report items A and B only as C-E were not available. Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".

6. **Consent Agenda Items**

- a. Motion by Mr. Tom Wilson, seconded by Mr. William Seibert that the Board approve all consent agenda items:

MINUTES

- a. Regular Board Meeting – November 15, 2016

b. Special Board Meeting – November 17, 2016

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

7. **Committee Reports and Action Items**

A. Business and Operations Committee

1. Finance

- a. Lauren Eby from RBC was present at this evening's meeting with a review of Debt Profile
- b. Upper Adams Review of Debt Profile, Restructuring and Proposed New Capital Project Financing
- c. 2015-2016 Financial Status Report reviewed
- d. Fund Balance report issued and reviewed
- e. Preliminary 2017/2018 Revenue and Expenditures reports issued and reviewed
- f. 5-Year Budget Projection was issued and reviewed
- g. Motion by Mr. Richard Crouse, seconded by Mr. Tom Wilson that the Board approve the following book donations as listed in items g. through i. on the agenda including the donation of the holiday trees in item j of the agenda.  
Motion carried to approve the donations by a vote of 9, "Yes", 0 "No", and 0 "Absent".

2. Personnel

Administration- No items

Motion by Mr. John Regentin, seconded by Mr. Tony McNevin to approve all the following personnel items covered under B through E of the agenda as listed:

1. Accept the resignation of Susan Bowerman, French/Spanish teacher, Biglerville High School, last day November 29, 2016.
2. Post and advertise for a French/Spanish teacher.
3. Extend leave without pay for Barbara Gillin, Instructional Assistant Arendtsville Elementary, through December 2, 2016 (on November 15, 2016, approval of leave without pay, was November 9-21).
4. Approval of the following supplemental contracts:
  - a). Nicholas Ecker, Spring Musical Drama Director, Category V, 1<sup>st</sup> year \$1,541.00
  - b). Nicholas Ecker, Spring Musical Stage Advisor, Category X, 1<sup>st</sup> year, \$964.00
5. Add the following individual(s) to the translator listing:
  - a). Elias Perez-Zetune, retroactive to 11/15/2016
  - b). Sherry Cervantes, retroactive to 11/21/2016
6. Add the following individual(s) to the volunteer listing:
  - a). Teresa Witherow, Biglerville Elementary
  - b). Sara Shank, Biglerville Elementary
  - c). Matthew Shank, Biglerville Elementary
  - d). Susan Stockman, BHS
7. Add the following individual(s) to the Aramark Employee listing:
  - a). Kyle Flook
  - b). Kenneth Shafer
  - c). Charles Goodrich

d). Paul Smith

8. Add the following individual(s) to the Source4Teacher substitute listing:

- a). David Birchmire – S4T hire date 11/1/2016
- b). Christopher Kasian – S4T hire date 11/19/2016
- c). Steven Kovalevich – S4T hire date 10/24/2016
- d). Lara Tullar – S4T hire date 11/11/2016

Discussion by Mr. Christopher Fee publically stated for the record that it is unethical for a teacher to leave during a school year and for another district to poach a teacher as such. Mr. Wilson stated it is unprofessional at best. Motion carried on all personnel items by a roll call vote of 9, “Yes”, 0 “No”, and 0 “Absent”.

3. Property

Presentation by Chris McMahon, Director of Facilities, and Marc Fahringer, Division Manager from Aramark.

4. Transportation

a. Motion by Mr. William Seibert, seconded by Mr. Christopher Fee that the school board grant approval of agenda items a-c as listed:

a. Add the following individual(s) to the School Express substitute driver list:

- 1). Lynda Noel
- 2). Christine Stone
- 3). Timothy Spicer
- 4). Jeffrey Krug

b. Add the following individual(s) to the Jacoby Transportation driver list:

- 1). Linda Heebner, Van Driver

c. Add the following individual(s) to the UASD Driver’s List:

- 1). John Wentworth

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

B. Curriculum and Extra-Curricular Committee Report

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

1. Curriculum- accept the Occupational Advisory Committee (OAC) minutes from the March 21, 2016, meeting
2. Athletics - approval of Independent Swimmer for the 2016-2017 season, Noah Mattson.
3. Other Student Activities - approval of the overnight trip to the PA State FFA Summer Conference and CDE’s for the BHS FFA students and advisor, Penn State University, University Park, PA on June 13-15, 2017, with cost to be covered by the FFA and students.

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

C. Policy review committee report

Motion by Mr. Ron Ebert, seconded by Mr. Tom Wilson that the school board grant approval to move the second reading of policies:

1. First Readings-no policies noted as first read
2. Second Reading-

a. Policy Number 625 Finances – Procurement Cards (pages 4.1-4.2)  
Motion carried by a roll call vote of 9, “Yes”, 0 “No”, and 0 “Absent”.

D. **Miscellaneous Agenda Items**

Motion by Mr. William Seibert, seconded by Mr. Christopher Fee that the school board grant approval on appointment of York-Adams Tax Bureau Representative, Adams County Tax Collection Committee Representative – Belinda Wallen with the Business Administrator from Gettysburg School District and the Business Administrator from Bermudian Springs School District as alternates.

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

7. **Payment of Bills**

Motion by Mr. Christopher Fee, seconded by Mr. Tony McNevin that the school board grant approval to pay the monthly board bills. Motion carried by a roll call vote of 9, “Yes”, 0 “No”, 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:

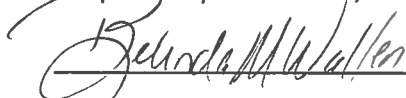
1. Curriculum and Extra Curricular Committee – Tuesday, January 3, 2017, 6:30 p.m.
2. Business and Operations Committee – Tuesday, January 3, 2017,  
Upon Completion of the Curriculum & Extra-Curricular Committee Meeting
3. Policy Committee Meeting – Thursday, January 7, 2017, 9:00 a.m.

B. Regular School Board Meeting – Tuesday, January 19, 2017, 7:00 p.m.

11. **Adjournment**

Motion by Mr. Tom Wilson, seconded by Mr. Ron Ebbert, that the meeting adjourned at 9:48 p.m. Motion carried by a vote of 9, “Yes”, 0 “No”, and 0 “Absent”.

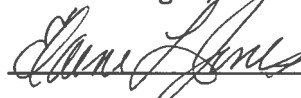
Respectfully Submitted,



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Belinda M. Wallen  
Business Administrator/Board Secretary

Acknowledged,



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Mrs. Elaine Jones  
Board President