

**UPPER ADAMS SCHOOL DISTRICT
BUSINESS & OPERATIONS COMMITTEE
Tuesday, November 1, 2016**

I. PROPERTY—Bill Seibert

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Declare items as surplus from Biglerville High School as per submitted listing.	Recommend approval	Beth Graham

II. TRANSPORTATION—Bill Seibert

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

III. FINANCE—Richard Crouse

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

IV. PERSONNEL—John Regentin

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Update of information as it pertains to the sabbatical leave approval for Lisa Harman, Art Teacher, Biglerville High School, from October 18, 2016, board meeting.	Recommend approval	Belinda Wallen
B. Leave without pay for Tracy Troutman, Instructional Assistant, Biglerville High School, from December 1, 2016 through January 17, 2017.	Recommend approval	Belinda Wallen
C. Leave without pay for Barbara Gillin, Instructional Assistant, Arendtsville Elementary, from November 9 through November 21, 2016.	Recommend approval	Belinda Wallen
D. Add the following individual(s) to the Translator/Interpreter listing: 1). Araceli Ponce	Recommend approval	Belinda Wallen

E. Add the following individuals to the Source4Teacher substitute listing: Recommend approval Belinda Wallen

- 1). Stuart Eisenman – S4T hire date: 10/11/16
- 2). Thomas Fontana – S4T hire date: 10/6/16
- 3). John Heiser – S4T hire date: 10/4/16
- 4). Jennifer Neumer – S4T hire date: 10/15/16
- 5). Kyle Polinka – S4T hire date: 10/3/16
- 6). Danielle Shearer – S4T hire date: 10/3/16
- 7). Megan Ziegler – S4t hire date: 10/14/16

F. Add the following individuals to the classified substitute listing: Recommend approval Belinda Wallen

- 1) No items

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

- 1). Susan Orner, Biglerville Elementary

V. Other

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
-------------	---------------	---------------------------

A. No items