

Upper Adams School District School Board Minutes

Tuesday, October 18, 2016

Administration Board Room, 7:00 pm

Call to Order:

The Upper Adams School Board of Directors met on Tuesday, October 18, 2016, in the Administration Board Room. The Board of Directors began at 6:36 p.m. with discussion and recognition, followed by the Pledge of Allegiance and a moment of silence with a call to order at 7:40 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. James Rutkowski, Mr. William Seibert, and Mr. Thomas Wilson III. Excused Absence: (Mr. John Regentin)

Also present: Dr. Wesley Doll, Superintendent, Mrs. Belinda Wallen, Business Administrator/Board Secretary, Mr. Robert McQuaide, Solicitor, Mr. Joe Albin, Director of Curriculum, 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, Carter Tatara, Student Representative, Mr. John Beddia and Mr. Tom Crabtree from Crabtree and Associates, Mr. Charles Stump, and Mr. Jim Hale, Gettysburg Times.

1. **Recognition of Delegate**

- a. Upper Adams School District Current Events
- b. Student Report - Carter Tatara reported the Student Council raised \$1,200 with the Pink Out, upcoming events included the Four Diamonds Marathon, Paint night, volleyball tournament, and he provided an update to the board on cross country.

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

3. **Correspondence** - Mrs. Elaine Jones requested discussion and conversation on the recommendation of G-Force for residency verifications as to inquire on how big the concern for Upper Adams and if there is some alternative to consider. Dr. Doll shared the concerns and that there is potentially five (5) families that we are seeking residency affidavits. Mr. Wilson and Mr. Siebert both shared sentiments that we need to follow policy and remain consistent as to not have alternates conflict with practice or policy. Mr. McQuaide shared that G-Force, by the agreement, is not the administrator to enforce/deny residency, the contract calls for gathering of facts to provide to Administration to address. Additionally Mr. Willson and Mr. Fee both shared concern that the practice is to address families non-compliance on lack of providing requested information. Mrs. Jones shared the correspondence, thank-you note from Charles Goodrich, an Aramark employee.

4. **Consent Agenda Items**

- a. Motion by Mr. William Seibert, seconded by Mr. Ronald Ebbert that the Board approve all consent agenda items as discussed at Committee reports, listed under VIII with the exception of Minutes of the regular board meeting September 20, 2016.

MINUTES

- a. Regular Board Meeting, September 20, 2016

Discussion on the minutes to include action relative to the school start times. The general consensus was for the Superintendent to not take any further action on the matter. Mr.

Crouse indicated there is a fine line between action and concession, Mr. Fee stated the concession was not to take any further action. Mr. Wilson amended and made a motion, seconded by Mr. McNevin, to approve the September 20, 2016 minutes to include discussion and the general consensus at that time was no further action. Motioned carried by a vote of 8, "Yes", 0 "No", and 1 "Absent"( Mr. John Regentin). Mr. Fee made a motion, seconded by Mr. McNevin to accept the minutes as amended. Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent"( Mr. John Regentin)

Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the Board approve all consent agenda items as discussed at Committee report as follows:

FINANCE

a. Accept the following donations:

- 1). Two (2) Trail Camera and two (2) SD cards to be used with the cameras from DonorsChoose.org for Jennifer Peglow, BHS, valued at \$297.94
- 2). Sixteen (16) Gaiam Kids Stay-N-Play Balance Balls @ \$19.98 each and 19 Hokki Stools @ \$107.06 each from DonorsChoose.org for Ashly Wilkinson's 4<sup>th</sup> grade class
- 3). Donation of \$500.00 from the Upper Adams Jaycees to the Environmental Education Program

PERSONNEL-ADMINISTRATIVE

- a. Accept the retirement of Dave Zinn, Principal, Upper Adams Middle School, last day June 30, 2017

PERSONNEL-PROFESSIONAL- No items

PERSONNEL-CLASSIFIED

- a. Hire Jennifer Felipe, ESL Instructional Assistant, UAMS/BHS, 5 hours per day, 178 days per year at the rate of \$9.60 per hour replacing Nallely Acosta-Solalinde effective 10/11/2016.

PERSONNEL-SUPPLEMENTAL CONTRACTS - No items

PERSONNEL-OTHER

- a. Add the following individuals to the Source4Teachers staff listing:
  - 1). Ellen Miller – S4T hire date: 9/9/16
  - 2). Carl A. Seils – S4T hire date 9/8/16
  - 3). Terrence James – S4T hire date 9/14/16
- b. Add the following individuals to the classified substitute listing:
  - 1). Brenda Sell, retroactive to 9/26/2016
- c. Add the following individuals to the classified translator listing:
  - 1). Jennifer Felipe
- d. Add the following individuals to the Volunteer Listing:
  - 1). Teri Hake, Biglerville Elementary
  - 2). Lori Beth Rivera, Biglerville Elementary

PROPERTY - No items

TRANSPORTATION - No items

CURRICULUM

- a. Occupational Advisory Committee Members as per the submitted listing  
ATHLETICS
    - a. Independent Swimmer for the 2016-2017 season, Sarah Hardy
    - b. Winter Coaches for the 2016-2017 school year as per the submitted listing
- OTHER STUDENT ACTIVITIES - No items

Mr. Tom Wilson noted with sincere regrets the retirement, appreciation and a thank you for the service of Mr. David Zinn, UAMS Principal. Dr. Doll expressed his appreciation in working with Mr. Zinn as he has seen the middle school growth with his leadership, Mr. Zinn pushed staff to see things differently and thanked him for his years of service and wish him the best in retirement. Motion carried by a roll call vote of 8, "Yes", 0 "No", and 1 "Absent"(Mr. John Regentin).

5. **Treasurer Report**

- a. Motion by Mr. Richard Crouse, seconded by Mr. Ron Ebbert that the Board approve the Treasurer reports items A - E as listed. Motion carried by a roll call vote of 8, "Yes", 0 "No", and 1 "Absent"(Mr. John Regentin).

6. **Reports**

- A. Legislative/PSBA report - Mr. James Rutkowski reported bill is on the table for pension reform and HB 2381 is to allow students of VoAg to take Occupational exam verse the Keystone exam. Mrs. Jones stated Dr. Doll did circulate an email on House Bill 530 for charter school expansion. Mr. Wilson indicated that PSBA sent communication to not support Bill 530. Mr. McNevin stated that while attending the PSBA conference the message received that the charter school is not going anywhere. Mrs. Jones inquired if there were additional reports to be shared from Mr. Seibert and Mr. McNevin from attending the PSBA School Board conference. Mr. McNevin indicated that there are two recommendations: 1. transgender implementation and 2. presentations on google technology. Mr. Seibert commented that UASD is already working with technology and recommended that we not work on the transgender policy at this time.
- B. FRN report - Mrs. Elaine Jones- No report noted
- C. LIU Board Report - Dr. Doll stated LIU next meeting is November 1, 2016 at 7:00 p.m.
- D. Federal programs - Mr. Joe Albin, representing Title I and II, stated that UASD now has Cindy Rhoads as federal program coordinator. PIMS upload for Title 1 and limited proficiency have been filed, also receive notice from the division chief that still eligible to receive additional federal funding. Representative, Jesse Fry, received a promotion and a new district coordinator will be announce.
- E. Cumberland Perry AVTS - Mr. William Siebert announced the masonry department has a new instructor. Skills USA is November 9th -11th. The banquet and open house is November 10, 2016.
- F. Fund Advisory Board Report - Mr. Richard Crouse announced since the first quarter Canner Funds has earnings of \$587,000 at June 30th, this represents a 6% increase. the Canner Fund Giving Spree date is November 15 from 4-6:30 p.m. ACCF will match up to a threshold in donation and the annual meeting is December 7, 2016 at 6:30 p.m. at the Adams County Arts Council Building.

G. Administrative Reports

- a. Jamie Kerstetter, Principal, Biglerville Elementary School, commented on the SPP scores and reiterated the urge of caution with looking at schools and comparing them. Upcoming is the Race for Education, Veterans Day November 11th and parent teacher conferences for November.
- b. Sonia Buckley, Principal, Arendtsville Elementary School - Dr. Corwell reporting on behalf of Mrs. Buckley. Upcoming events include the following: 1. Artist in Residence program - tonight with the 4th graders performing a dance 2. Race for Education was held on Friday and was very successful. Beautiful day for it. We raised over \$14,000.00!! 3. Red Ribbon week is next week- Students will show their commitment to staying drug free by participating in specific dress up days throughout the week. 4. Sole Sisters Run at Oakside will be held on October 26th - welcome to join in the run. 5. October 27th - Fire Prevention Activities 6. Veteran's Day Program - November 8th at 9:15
- c. Ann Wolfe, Principal, Bendersville Elementary School announced Bendersville Veterans day program is November 8th, October 7th was fire prevention including a poster contest with firemans stations for the children to try on their suits, an exciting day for all.
- d. Dave Zinn, Principal, Upper Adams Middle School shared his appreciation to the Board for not pulling his retirement and stated his disappointment with the 62 score on SPP's. He shared his excitement of 40 students going to CVTS with PTO funding the trip as well as the 8th grade students trip to Edgar Allen Poe.
- e. Beth Graham, Principal, Biglerville High School - Students in 10th-12th grade with an IEP participated in a Transition Services Day on 10/7. All students attended a session from the Office of Vocational Rehabilitation (OVR) to learn about services offered by the agency. Sophomores also attended session to learn more about CPAVTS and high school survival skills. Juniors attended sessions to learn about PSAT/SAT/ACT/ASVAB and set up career accounts through PA Career Zone and Job Gateway. Seniors attended sessions to begin working on Postsecondary Skills for Employment or College. The day also helped the teachers connect with students and check with them on how the year is going so far. The next Transition Day activities will be held on December 22nd. Secondary Special Education teachers are working hard to plan and are excited about future dates. Oct 21st, we have 12 students attending HACC's Health Care Career Day. Students will explore all of HACC's Health Career Opportunities and will be fed a FREE lunch ;) HACC is also reimbursing us for the cost of transportation. PSAT's on Wednesday with 60 plus kids already registered. 35 students are going on a Vo Tech tour next week. Our preschool class started 2 weeks ago! We have a full class again of 3, 4, and 5 year olds. The Gifted program- We're finishing up our first joint gifted/art project - the kids used the pottery wheel to make ancient Greek-style vases. Next we'll be doing mosaic, another technique of ancient Greece and Rome. College in the High School -We're piloting a policy debate format in the York College Rhetorical Communication class. Our first topic is the problem of feral and outdoor cats killing wildlife. We're trying to figure out a way to replicate problem-solving at the local

government level, so that we're not focused on "winning" the debate but on using it as a way to find common ground and compromise for a solution. Mrs. Graham additionally provided information concerning SPP, Math, Literature, graduation requirements, and testing results.

- f. Joe Albin, Director of Curriculum, Instruction and Assessment highlighted last Monday's professional development experiences; it was a lot of planning, but was a great day for all.
- g. Anne Corwell, Director of Student Services -reported Joe Albin, Brad Showers, and she did the PIMs reporting upload to the state on the Title 1 Students served during the 2015-16 school year, and the professional development report for Limited English proficiency students. During the October 7<sup>th</sup> data day, the Life Skills Support teachers met to work on the alternate curriculum standards and plan for the PASA exams this year. For the SPP and the historically underperforming student, these student are defined as a non duplicated count of students with 1) disabilities (IEPs), 2) economically disadvantaged students, and 3) English Language Learners taking the PSSA, PASA, or Keystone exams in a particular building. Lastly, As Mr. Albin mentioned that subgroup is doing rather well on the SPP data. However, our work is just beginning. Our special education and ESL students are working right alongside the regular education teachers and the new math and literacy curriculum has resources that the teachers can use. During the October 10<sup>th</sup> inservice, our Teachers of English Language Learners met and added the state curriculum framework as a resource to our teachers in the district curriculum database. Also, several elementary learning support teachers met to coordinate their work with the resources available in the Wonders program.
- h. Anthony Graham, Director of Athletics and Property - provided by Mrs. Graham  
Biglerville Boys Soccer:
  - Won Division Title: 12 wins and 0 losses
  - Qualified for YAIAA Tournament: Loss to Susquehannock 2-1
  - Qualified for District III Class AA soccer tournament. Brackets out Friday. Currently # 3 seed.
- Biglerville Girls Soccer:
  - Finished season with 10 wins and 8 losses.
  - Looks like they will qualify for District III Class AA districts as an eight or nine seed. Currently #8 Seed. Brackets out Friday.
- Biglerville Football: Currently has 0 wins and 7 losses
- Biglerville Field Hockey:
  - Finished season with 7 wins and 11 losses
  - Second time in five years we fielded a JV team.
- Biglerville Girls Tennis:
  - Finished season with 7 wins and 6 losses
  - Morgan Orndorff, Mackenzie Bender and Emily Glass qualified for YAIAA singles tournament.
  - Morgan finished third at YAIAA tournament and qualified for districts.

- Morgan lost in first round of districts.
- Morgan Orndorff, Mackenzie Bender, Emily Glass and Izzy Costa qualified for YAIAA Double tournament.
- Morgan and Mackenzie Finished fourth in YAIAA tournament, waiting to hear if they qualify for District Doubles tournament as an alternate.

Biglerville Coed Cross Country:

- Did not have enough girls or boys for a scoring team. You need five runners to score as team. (4 boys and 1 girl)
  - All runners will run in the county tournament.
  - Carter Tatara, Jesus Gradilla and Destiny Clouser have qualified for districts.
- i. Jim VanDyke, Director of Technology and Transportation Services - Transportation - working with bus routes, adjusting times and routes with road repaving projects and looking into next year planning. Technology department busy with the Apple VPP account, MDA, deployment of 92 ipads, software loads, pole line and fiber install and have the purchase easements agreements for a nominal fee of \$1 each.
  - j. Belinda Wallen, Business Administrator - reminded that our financial advisor Ken Phillips, visitation to the Board the night of our December reorganization meeting. Updated the Board on the SUSC, Shippensburg Study Council meeting with their focus on Plancon issues and the escalation of substitute concerns. Wrapping up the financial audit, we received our projected health care increase from LBT and participated in several budget webcast forums.
- H. Superintendent - Dr. Doll shared the updates to the school website is completed. Congratulated Mrs. Wallen for obtaining her professional four year renewal as PSBA certified school business administrator and presented the certificate to Mrs. Wallen.
- I. Dr. Doll welcomed and introduced John Beddia and Tom Crabtree, CRA, to present the first of two series on the feasibility study. Following the presentation, Dr. Doll held discussion on the next steps to ensure we are receiving the appropriate board guidance on how to proceed.

7. **Committee Reports and Action Items**

A. School Board Committee Structure – President – Elaine Jones

In the absence of Mr. Regentin as Vice President, Mrs. Elaine Jones acquiescence, with no dissent to elect Mr. Richard Course as president pro tempore prior to excusing and leaving the meeting at 8:55pm.

Mr. Crouse referred to Mr. McNevin to provide the Board his position and thoughts on seeking an endorsement of the proposed resolution before the board concerning committee structures. The resolution is included in the minutes. Discussion on the proposed resolution, concerns shared on how and why for the proposed changes. Mr. Crouse requested an itemized concept on the end goals in mind. Mr. Mcnevin suggested taking a look at each functioning committee and properly identify how effective, scope and assess each committee structure. Mr. McQuaide suggested as a matter of procedure that a resolution or motion be proposed and seconded it so it is technically and appropriately recorded. Mr. Crouse made a motion, seconded by Mr. Wilson to address, facilitate the three bullet points as outlined on Mr. McNevin's resolution. Motion failed

by a roll call vote of , 1“Yes”, 6 “No”(Mr. Richard Crouse, Mr. Ronald Ebbert, Mr. Christopher Fee, Mr. James Rutkowski, Mr. William Seibert, and Mr. Thomas Wilson III) , and 2 “Absent”(Mr. John Regentin and Mrs. Elaine Jones).

B. Business and Operations Committee

1. Finance

- a. Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the school board grant approval of the agreement between Upper Adams School District and G-Force Investigations, LLC, for investigative services and documentation at a rate of \$30.00 per hour. Motion carried by a roll call vote of 6, “Yes”, 0 “No”, 1 “Abstain” ( Mr. Richard Crouse) and 2 “Absent” (Mr. John Regentin and Mrs. Elaine Jones).

2. Personnel

- a. Administration- No items

- b. Professional

Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the school board grant approval of the Sabbatical Leave for professional development for Lisa Harman, Art Teacher, Biglerville High School, to begin January 17, 2017 through May 31, 2017. Discussion and duly noted that the policy requirements have been met. Motion carried by a roll vote of 7, “Yes”, 0 “No”, and 2 “Absent” (Mr. John Regentin and Mrs. Elaine Jones).

- c. Classified- No items

- d. Supplemental contracts - No items

- e. Other

Motion by Mr. Tom Wilson, seconded by Mr. Christopher Fee that the school board grant approval of the following volunteers:

- a). Jennifer Baldwin, Biglerville Elementary
- b). Trish Heller, Bendersville Elementary
- c). Suzanne C. Miller, Biglerville Elementary
- d). Pam Taylor, Arendtsville Elementary
- e). Nicole Lady, Arendtsville Elementary
- f). Jessica Merideth, Biglerville Elementary
- g). Michelle Plank, Bendersville Elementary

Motion carried by a vote of 7, “Yes”, 0 “No”, and 2 “Absent” (Mr. John Regentin and Mrs. Elaine Jones).

3. Property

- a. Upper Adams School District Facilities Study Presentation by Crabtree, Rohrbaugh & Associates.

- b. Motion by Mr. William Seibert, seconded by Mr. Christopher Fee that the school board grant approval of the Biglerville High School Cafeteria surplus items as per the submitted listing. Motion carried by a vote of 7, “Yes”, 0 “No”, and 2 “Absent” (Mr. John Regentin and Mrs. Elaine Jones).

4. Transportation

- a. Motion by Mr. William Seibert, seconded by Mr. Tom Wilson that the school board grant approval of the van driver(s) for School Express:

1). Kayla Metzger

Motion carried by a vote of 7, "Yes", 0 "No", and 2 "Absent" (Mr. John Regentin and Mrs. Elaine Jones).

B. Curriculum and Extra-Curricular Committee Report

1. Curriculum -No items
2. Athletics - No items
3. Other Student Activities

Motion by Mr. Christopher Fee, seconded by Mr. Tom Wilson that the school board grant approval for the Arendtsville and Bendersville Elementary Youth Honor Band participants to attend the band festival at Central Dauphin East Middle School, November 11 and 12, 2016. Students will be staying overnight with their respective parents; parents will be paying for the hotel stay. Motion carried by a vote of 7, "Yes", 0 "No", and 2 "Absent" (Mr. John Regentin and Mrs. Elaine Jones).

C. Policy review committee report

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

1. First Readings

- a. Policy Number 308 Employees – Employment Contract/Board Resolution
- b. Policy Number 309 Employees – Assignment and Transfer
- c. Policy Number 408 Professional Employees – Employment Contract – DELETION
- d. Policy Number 409 Professional Employees – Assignment and Transfer – DELETION
- e. Policy Number 508 Classified Employees – Employment Contract – DELETION
- f. Policy Number 509 Classified Employees – Assignment and Transfer – DELETION
- g. Policy Number 608 Finances – Bank Accounts
- h. Policy Number 805.1 Operations – Relations with Law Enforcement Agencies

2. Second Reading

- a. Policy Number 103 Programs – Nondiscrimination in School and Classroom Practices
- b. Policy Number 218.1 Students – Weapons, Look-A-Like Weapons and Hazardous Substances
- c. Policy Number 248 Pupils – Unlawful Harassment
- d. Policy Number 301 Employees – Creating a Position
- e. Policy Number 302 Employees – Employment of Superintendent/Assistant Superintendent
- f. Policy Number 304 Employees – Employment of District Staff
- g. Policy Number 348 Employees – Unlawful Harassment
- h. Policy Number 401 Professional Employees – Creating a Position – DELETION
- i. Policy Number 404 Professional Employees – Employment of Professional Staff – DELETION
- j. Policy Number 448 Professional Staff – Unlawful Harassment – DELETION
- k. Policy Number 501 Classified Employee – Creating a Position – DELETION
- l. Policy Number 504 Classified Employees – Employment of Classified Staff – DELETION



m. Policy Number 548 Classified Staff – Unlawful Harassment – DELETION  
Motion carried by a vote of 7, “Yes”, 0 “No”, and 2 “Absent”(Mr. John Regentin and  
Mrs. Elaine Jones).

D. Miscellaneous Agenda Items - No Items

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 6, “Yes”, 0 “No”, 1 “Abstain”( Mr. James Rutkowski, for reasons of spouse is a recipient of payment) and 2 “Absent”(Mr. John Regentin and Mrs. Elaine Jones).

8. **Old Business** - No items

9. **New Business** - No items.

10. **Items of General Information**

A. The school board committee meetings are as follows:

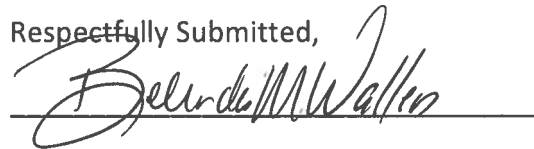
1. Curriculum and Extra Curricular Committee – Tuesday, November 1, 2016, 6:30 p.m.
2. Business and Operations Committee – Tuesday, November 1, 2016, Upon Completion of the Curriculum & Extra-Curricular Committee Meeting
3. Policy Committee Meeting – Thursday, November 3, 2016, 9:00 a.m.

B. Regular School Board Meeting – Tuesday, November 15, 2016, 7:00 p.m.

11. **Adjournment**

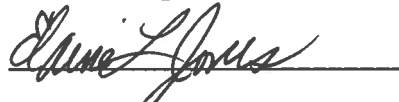
Motion by Mr. Tom Wilson, seconded by Mr. Ron Ebbert, that the meeting adjourned at 9:21 p.m. Motion carried by a vote of 7, “Yes”, 0 “No”, and 2 “Absent”(Mr. John Regentin and Mrs. Elaine Jones).

Respectfully Submitted,



Belinda M. Wallen  
Business Administrator/Board Secretary

Acknowledged,



Mrs. Elaine Jones  
Board President