

**UPPER ADAMS SCHOOL DISTRICT
BIGLERVILLE, PENNSYLVANIA
REGULAR BOARD MEETING
SCHOOL BOARD
TUESDAY, October 18, 2016
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
- VI. PUBLIC COMMENT
 - A. No items
- VII. CORRESPONDENCE – President – Elaine Jones
 - A. No items
- VIII. CONSENT AGENDA ITEMS (as discussed at Committee Meeting October 4, 2016)
 - MINUTES
 - a. Regular Board Meeting, September 20, 2016 (page 2.1-2.8)
 - 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 4th 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
 - a. 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
 - a. No items

PERSONNEL-OTHER

- a. Add the following individuals to the Source4Teacher substitute 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 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

- a. No items

TRANSPORTATION

- a. 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

- a. No items

IX. TREASURER'S REPORT – Richard Crouse

- A. Financial Report Ending August 31, 2016 and Condensed Board Summary Report for August, 2016 (pages 3.1-3.9)
- B. Cafeteria Report Ending August 31, 2016 and September 30, 2016 (pages 3.10-3.11)
- C. Student Council Sub Accounts September 30, 2016 (pages 3.12)
- D. Student Accounts Report September 30, 2016 (pages 3.13)
- E. Principal's Account September 30, 2016 (pages 3.14)

X. REPORTS

- A. Legislative Report/PSBA Report – James Rutkowski
- 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

XI. COMMITTEE REPORTS AND ACTION ITEMS

A. ****School Board Committee Structure – President – Elaine Jones**

B. **BUSINESS AND OPERATIONS COMMITTEE**

1. FINANCE – Richard Crouse - Chairperson

2. PERSONNEL – John Regentin - Chairperson

a. *ADMINISTRATION*

b. *PROFESSIONAL*

1). ****Recommend approval** for a Sabbatical Leave for professional development for Lisa Harman, Art Teacher, Biglerville High School, to begin January 17, 2017 through May 31, 2017.

c. *CLASSIFIED*

d. *SUPPLEMENTAL CONTRACTS*

e. *OTHER*

1). ****Recommend approval** to add the following individual(s) to the volunteer listing:

- 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

2). ****Recommend approval** to add the following individual(s) to the translator/interpreter listing:

- a). Rebecca Sanchez

3. PROPERTY – Bill Seibert – Chairperson

a. ****Feasibility Study**

4. TRANSPORTATION – Bill Seibert – Chairperson

a. ****Recommend approval** to add the following individuals to the School Express driver's list:

- 1). Kayla Metzger

C. **CURRICULUM AND EXTRA-CURRICULAR COMMITTEE REPORT – Christopher Fee - Chairperson**

D. **POLICY REVIEW COMMITTEE REPORT – Ron Ebbert, Chairperson**

1. First Reading:

- a. Policy Number 308 Employees – Employment Contract/Board Resolution (pages 4.1-4.2)
- b. Policy Number 309 Employees – Assignment and Transfer (pages 4.3-4.4)
- c. Policy Number 408 Professional Employees – Employment Contract – DELETION (pages 4.5-4.6)
- d. Policy Number 409 Professional Employees – Assignment and Transfer – DELETION (pages 4.7-4.8)
- e. Policy Number 508 Classified Employees – Employment Contract – DELETION (page 4.9)
- f. Policy Number 509 Classified Employees – Assignment and Transfer – DELETION (pages 4.10)
- g. Policy Number 608 Finances – Bank Accounts (page 4.11)
- h. Policy Number 805.1 Operations – Relations with Law Enforcement Agencies (pages 4.12-4.14)

2. Second Reading:
 - a. Policy Number 103 Programs – Nondiscrimination in School and Classroom Practices (pages 4.15-4.19)
 - b. Policy Number 218.1 Students – Weapons, Look-A-Like Weapons and Hazardous Substances (pages 4.20-4.24)
 - c. Policy Number 248 Pupils – Unlawful Harassment (pages 4.25-4.29)
 - d. Policy Number 301 Employees – Creating a Position (pages 4.30-4.31)
 - e. Policy Number 302 Employees – Employment of Superintendent/Assistant Superintendent (pages 4.32-4.35)
 - f. Policy Number 304 Employees – Employment of District Staff (pages 4.36-4.39)
 - g. Policy Number 348 Employees – Unlawful Harassment (pages 4.40-4.43)
 - h. Policy Number 401 Professional Employees – Creating a Position – DELETION (page 4.44)
 - i. Policy Number 404 Professional Employees – Employment of Professional Staff – DELETION (pages 4.45-4.47)
 - j. Policy Number 448 Professional Staff – Unlawful Harassment – DELETION (pages 4.48-4.51)
 - k. Policy Number 501 Classified Employee – Creating a Position – DELETION (page 4.52)
 - l. Policy Number 504 Classified Employees – Employment of Classified Staff – DELETION (pages 4.53-4.55)
 - m. Policy Number 548 Classified Staff – Unlawful Harassment – DELETION (pages 4.56-4.59)

E. MISCELLANEOUS AGENDA ITEMS – President – Elaine Jones

1. No items

- XII. PAYMENT OF BILLS AND CONDENSED BOARD SUMMARY REPORT (pages 5.1-5.14)
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, 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.

XVI. ADJOURNMENT