

Upper Adams School District School Board Minutes
Tuesday, May 17, 2016
Administration Board Room, 7:00pm

Call to Order:

The Upper Adams School Board of Directors met on Tuesday, May 17, 2016, in the Administration Board Room. The regular school board meeting opened with the Pledge of Allegiance and a moment of silence. The board of directors meeting was called 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. Ronald Ebbert, Mr. Richard Crouse, Mr. Christopher Fee, Mr. William Seibert, and Mr. Thomas Wilson III. Absent were Mr. Anthony (Tony) McNevin, Mr. John Regentin, Mr. James Rutkowski
Also present: Dr. Wesley Doll, Superintendent; Mrs. Belinda Wallen, Business Administrator/Board Secretary; Mr. Robert McQuaide, Esq. Solicitor, Mr. Joe Albin, Director of Curriculum, Dr. Anne Corwell, Director of Student Services, Mrs. Beth Graham, BHS Principal, Mr. Dave Zinn, UAMS Principal, Mr. Jamie Kerstetter, Biglerville Elementary Principal, Mrs. Ann Wolfe, Bendersville Elementary Principal, Mrs. Sonia Buckley, Arendtsville Elementary Acting Principal, Mrs. Tina Fair, Human Resource Coordinator, Mr. Joe Crabtree, Crabtree Rohrbaugh and Associates, Mr. Larry Labota, Crabtree Rohrbaugh and Associates, Mr. Paul Takac, Apple Representative, Mr. Charles Stump, and Mr. Jim Hale, Gettysburg Times.

1. Approval Of Minutes -

- a. Motion by Mr. Thomas Wilson, seconded by Mr. Christopher Fee that the school board approve the minutes: Regular Board Meeting, March 15, 2016, Regular Board Meeting, April 19, 2016, and Special Board Meeting, May 3, 2016. Discussion that the minutes will duly reflect the Color Day event as May 20, 2016 at 9:30am. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Anthony (Tony) McNevin, Mr. John Regentin, Mr. James Rutkowski)

2. Recognition of Delegate - Recognition of delegates were held in the North Gym

- a. Recognition of the following Biglerville High School Students who have served as Keystone Tutors during the 2015-2016 school year including: Destinee Bobo, Elizabeth Burke, Dalton Cox, Hunter Dubbs, Anna Hurd, Zachary Kissner, Dakota Pittinger, Phineas Saum, Sage Saum, Alissa Serro, Kylie Stone and Fisher Taylor and the coordinator of the tutor program, Stephanie Leonard.
- b. Recognition of Anna Hurd, National Gold Key Award in Scholastic Writing - Poetry.
- c. Recognition of Kathy Anthony-Gulden and Ashly Wilkinson, First Capital Pennsylvania Chapter of Phi Delta Kappa, Outstanding Educator Award.
- d. Recognition of Larry Kennedy for his 50+ years of Volunteer Work with the Upper Adams School District-Bendersville Elementary School.

3. Public Comment

- a. Mr. Chuck Stump provided his personal view on the preliminary budget with a short recap covering the first budget presentation, 2nd workshop and the 3rd proposal presented. Mr. Stumps view is the Board didn't do the due diligence in review of the budget. He requested consideration to slow the budget growth and feels as if the budget is not balanced. He stated that 1 out of 5 resident

taxpayers are on fixed incomes and deserve more than a head nod and acceptance of the budget.

- b. Mrs. Elaine Jones, Board President stated no board comment or response will be provided at this time.

4. **Correspondence**

- a. Paul Takac, Apple, presented the proposal for the high school computers and services for board review. The Apple Lease, PUB15801, as presented provides for 660 Macbooks Airs, on a four year term lease with an interest rate of .9%. Residual value was discussed as a good time to enter into a buyback with a vendor selected by the district, moreover, paying the final existing lease. The District would also receive professional development and assistance to our Technology Department in asset management.
- b. Representatives, Mr. Joe Crabtree and Mr. Larry Labota, from Crabtree Rohrbaugh and Associates presented an update on the School Safety Project.

5. **Treasurer's Report**

- b. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the school board approve the Treasurer's and Financial Reports, items A through E, as listed on the agenda Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Anthony (Tony) McNevin, Mr. John Regentin, Mr. James Rutkowski).

6. **Reports**

- A. Legislative/PSBA report - No report
- B. FRN report - Mrs. Elaine Jones stated work continue to transition from NCLB to ESSAct.
- C. LIU Board Report - Dr. Doll stated next meeting is June 7, 2016 at 7:30pm.
- D. Federal programs - Dr. Anne Corwell noted that her and Mr. Joe Albin will be sharing Title I responsibility. On May 9th the Title III, ESL community night was held in the Administration Board Room with many families getting involved with 45 persons attending and 14 families were represented.
- E. Cumberland Perry AVTS - Mr. William Seibert announced the car show is postponed to the fall due to weather. May 5 is the job fair and there will be 40 different representations providing employment opportunities.
- F. Fund Advisory Board Report - Canner Fund - Mr. Richard Crouse no report and the next Canner Fund meeting is Wednesday May 25th at 8am.
- G. Administrative Reports-
 - a. Mr. Kerstetter announced the month of May is assessment month where student growth is main focus provides for a monitoring of growth.
 - b. Mr. Dave Zinn announced the 6th grade transition activities occurred today, clubs will continue to run the end of the day on Fridays. May 26th is the Middle school awards assembly.

- c. Mrs. Beth Graham announced there were 9 students graduating on May 25th from CPVTS, reporting a successful weekend track and field events, baseball is moving into districts, and softball finished out their season. Mrs. Graham announced the analytics of 52% of graduates are attending a 4 year college, 32% attending a 2 year college, 11% have jobs in the workforce, 5% will be military, and 5% are undecided.
 - d. Mrs. Sonia Buckley announced that camp finished with another successful event. The students and staff looking forward to Color Day, and many behavior reward trips are planned for the 26th and 27th.
 - e. Mrs. Ann Wolf announced the 6th grade transition, the mine craft and computer students has fostered friendships and at open house this was shared with parents. Student enjoy Genius hour, which replicated Google vision, that in which students spend time exploring their passions. The students will also be participating in the Artist Great Card Exchange.
 - f. Mr. Joe Albin announced with delight that the PSSAs are done, however the Keystones are here for the next two weeks. Attended Title I conference in Seven Springs. At the conference it was announced the ESSA will impact the federal programs such as new policies and procedures referred to as UGG Uniform Grant Guidance. Up and coming is PVASS in which we match students and teacher subject areas for scoring/rating next fall.
- H. Superintendent - Dr. Doll spoke on end of year planning, Aramark review, construction meetings, pre-bid meeting, and a multitude of end of year task. Pleased to announce graduation was excellent, the kids did an excellent job, all were respectful and appreciative. May 25th awards recognition at CVPTS at the Harrisburg Forum. As to the recent publicity on transgender, please now that we will continue to look at policy and plan for accordingly. Upcoming on June 10th the county superintendents are meeting with local legislators, Senator Alloway, Rep Tallman, and Rep Moul and are hopeful for great discussions and dialogue.

7. **Committee Reports and Action Items**

A. Business and Operations Committee

1. Finance

- a. Motion by Mr. Richard Crouse, seconded by Mr. William Seibert that the school board tentatively adopts, including advertisement, of the UASD Operating Budget for the 2016-2017 school year with the final adoption set for June 21, 2016. Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Anthony (Tony) McNevin, Mr. John Regentin, Mr. James Rutkowski).
- b. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the school board grant approval of the Elementary Literacy Program, Reading Wonders, McGraw-Hill, payment option of two (2) equal payments of \$100,379.99 due August 1, 2016, and August 1, 2017, with no interest payments. Motion carried

by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony) McNevin, Mr. John Regentin, Mr. James Rutkowski).

- c. Motion by Mr. Ronald Ebbert, seconded by Mr. William Seibert that the school board grant approval to appoint Richard Crouse as School Board Treasurer for the 2016-2017 school year as per Policy #005. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony) McNevin, Mr. John Regentin, Mr. James Rutkowski).
- d. Motion by Mr. Richard Crouse, seconded by Mr. Thomas Wilson that the school board grant approval of the agenda items d-g as listed:
 - i. Appoint Boyer and Ritter as independent auditors for the 2016-2017 school year.
 - ii. Appoint PNC as the district's depository bank for the 2016-2017 school year.
 - iii. Appoint Robert L. McQuaide as the District Solicitor for the 2016-2017 school year.
 - iv. Appoint Stock & Leader as the district's Special Education attorneys for the 2016-2017 school year.

Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony) McNevin, Mr. John Regentin, Mr. James Rutkowski).

- e. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the school board grant approval of the 2016 Homestead and Farmstead Exclusion Resolution. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony) McNevin, Mr. John Regentin, Mr. James Rutkowski).
- f. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the school board grant approval of the agenda items i-k as listed:
 - i. To turn over the delinquent 2015-2016 Per Capita Taxes to York Adams Tax Bureau.
 - ii. To turn over the delinquent 2015-2016 Real Estate Taxes to the Adams County Tax Claim Bureau.
 - iii. Tax Exonerations for 2015-2016.

Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

- g. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the school board grant approval of the following Capital Expenditures:
 - 1). Replacement of 1988 Agent Tanks at Arendtsville Elementary School and Bendersville Elementary School by Simplex Grinnell at a cost of \$1977.00 each building for a total of \$3,954.00
 - 2). Middle School Wall Repair, All Type Roofing, at a cost of \$17,100.00
 - 3). North Gym Roof Restoration, Weatherproofing Technologies, at a cost of \$79,803.33

Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

- h. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the school board grant approval of the CSIU Eservice renewal covering fund accounting, personnel, payroll and web portal at a cost of \$17,738.25 for 2016-2017. Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).
- i. Motion by Mr. Richard Crouse,seconded by Mr. William Seibert that the school board grant approval of the PSBA All Access Membership Package at a cost of \$9,445.88 for 2016-2017. Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).
- j. Motion by Mr. Richard Crouse, seconded by Mr. William Seibert that the school board grant approval of the agenda items o-q as listed:
 - i. Yellow Breeches Educational Center, Inc., contract for three (3) tuition slots for 2016-2017.
 - ii. Odysseyware Contract for 25 students the Upper Adams School District cyber school with six (6) credits each for the 2016-2017 school year at the cost of \$240.00 per credit with a total of \$36,000.00.
 - iii. Source4Teacher Contract from July 1, 2016, to June 30, 2017, as per the attached Addendum to Extend Agreement and Addendum A, Pricing Plan.Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).
- k. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the school board grant approval on receipt and recognition of the following agenda items r-s as listed:
 - i. Canner Fund Grant funding from the Adams County Community Foundation for the 2016-2017 year.
 - ii. DEP Grant Agreement Environmental Education Grants Program for the 5th Grade Environmental Education Program for 2017 in the amount of \$3,000.00.Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

2. PERSONNEL

- a. Administration -No administrative action items
- b. Motion by Mr.Christopher Fee, seconded by Mr. Thomas Wilson that the school board grant approval of the following professional personnel.
 - i. Accept the retirement of Evelyn Ayres, German/American Cultures Teacher, Biglerville High School effective the end of the 2015-2016 school year.
 - ii. Post and advertise for an English Teacher.

- iii. Accept the resignation of Melissa Butters, Speech and Language Disabilities Teacher, effective the end of the 2015-2016 school year.
 - iv. Post and advertise for a Speech and Language Disabilities Teacher.
- Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

c. Classified

- i. Motion by Mr. Christopher Fee, seconded by Mr. Thomas Wilson that the school board grant approval to the following 1-5 agenda items as listed:
 - a) Classified substitute listing: Karen Stitley, retro-active to 4/26/2016
 - b) Resignation of Tiffany Hartlaub, Instructional Assistant, Bendersville Elementary School, effective the end of the 2015-2016 school year.
 - c) Post and advertise for an Instructional Assistant.
 - d) Accept the resignation of Jennifer Schoffstall, Study Hall Aide, Biglerville High School effective the end of the 2015-2016 school year.
 - e) Post and advertise for a Study Hall Aide.
- Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

d. Supplemental contracts

- i. Motion by Mr. Christopher Fee, seconded by Mr. William Seibert that the school board grant approval of the supplemental contract for Betsy Showers, Homebound Instructor, \$25.00 per hour, Student #4888. Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

e. Other

- i. Motion by Mr. Christopher Fee, seconded by Mr. Thomas Wilson that the school board grant approval on the following other items:
 - a. Add the following individuals to the volunteer listing as per the submitted listing.
 - b. Contracted staff for Source4Teacher:
 - a). Mark Bingaman, retro-active to 4/14/2016
 - b). Brian Sievers, retro-active to 4/19/2016
 - c). Tara Turner, retro-active to 4/20/2016
 - d). Fred West, retro-active to 4/29/2016
 - e). Sally Koeln, retro-active to 5/06/2016
 - c. Contracted staff for Aramark Company:
 - a). Leon Graybill, retro-active to 5/3/2016
- Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

- ii. Motion by Mr. Christopher Fee, seconded by Mr. William Siebert that the school board grant approval for Dan Ingram, Consult Psychologist. This

position was previously approved for Behavior Intervention classes consult. Salary not to exceed \$2,500.00 per school year. Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

3. Property

- a. Motion by Mr. William Seibert, seconded by Mr. Thomas Wilson that the school board grant approval to deem the following items as surplus:
 - 1). Panasonic VCR Video Cassette Model #PV-V4521, Serial #C1IA80917
 - 2). RCA Video Cassette Recorder, Model #VMT385, Serial #6040436075
 - 3). Houghton Mifflin Language Arts Materials from Biglerville Elementary School and Arendtsville Elementary School as per the attached list (pages 6.1-6.3Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).
- b. Motion by Mr. William Seibert, seconded by Mr. Thomas Wilson that the school board grant approval the use of Biglerville Elementary School by Adams County Head Start, continuing to honor the Space Agreement originally signed on September 9, 2011, for the 2016-2017 school year. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

4. Transportation

- a. Motion by Mr. William Seibert, seconded by Mr. Thomas Wilson that the school board grant approval of Linda Sluck, retro-active to 5/03/2016, a substitute driver(s) for School Express. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

B. Curriculum and Extra-Curricular Committee Report

1. Curriculum - no items
2. Athletics - no items
3. Motion by Mr. Christopher Fee, seconded by Mr. William Seibert that the school board grant approval of the following other student activities:
 - a. 2016 Biglerville High School Graduation Listing.
 - b. Overnight trip for the eight (8) members of the Biglerville FFA and two (2) teachers to attend the Pennsylvania State FFA Summer Conference to be held at Penn State University, State College, PA, June 14-16, 2016.Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent"(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

C. Policy review committee report

1. First Reading:

- a. Policy Number 315 Administrative Employees – Disqualification by Reason of Health – DELETE (pages 7.1-7.2)
 - b. Policy Number 415 Professional Employees – Disqualification by Reason of Health – DELETE (pages 7.3-7.4)
 - c. Policy Number 515 Classified Employees – Disqualification by Reason of Health – DELETE (pages 7.5-7.6)
 - d. Policy Number 810 Operations – Transportation (pages 7.7-7.12)
 - e. Policy Number 824 Operations – Maintaining Professional Adult/Student Boundaries (pages 7.13-7.18)
2. Second Reading:
- a. Policy Number 201 Pupils – Admission of Beginners (pages 7.19-7.20)
 - b. Policy Number 212 Pupils – Reporting Pupil Progress (pages 7.21-7.22)
 - c. Policy Number 918 Community – Parent Involvement in Title I Schools (pages 7.23-7.25)
- Motion by Mr. Ronald Ebbert, seconded by Mr. Thomas Wilson that the school board move the first reading policies to the second reading and the second reading policies for a vote. Motion carried by a vote of 6, “Yes”, 0 “No”, and 3 “Absent”(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).
5. Miscellaneous agenda items - No miscellaneous items noted.
6. **Payment Of Bills**
- a. Motion by Mr. Christopher Fee, seconded by Mr. Ronald Ebbert, to approve the payment of bills as per the agenda. Motion carried by a roll call vote of 6, “Yes”, 0 “No”, and 3 “Absent”(Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).
7. **Old Business** - No old business to report.
8. **New Business** - Mr. Thomas Wilson inquired on the transgender issue and have we received a letter from PDE or the President. Mr. Bob McQuade weighed in on providing additional insight from OCR, PSBA and NSB. Mr. McQuade suggested waiting until PSBA develops policy to proceed with any changes necessary through policy.
9. **Items of General Information**
- A. The school board committee meetings are as follows:
 1. Curriculum and Extra Curricular Committee – June 7, 2016, 6:30 p.m.
 2. Business and Operations Committee – June 7, 2016,
Upon Completion of the Curriculum & Extra-Curricular Committee Meeting
 3. Policy Committee Meeting – June 9, 2016, 9:00 a.m.
 - B. Regular School Board Meeting – Tuesday, June 21, 2016, 7:00 p.m.

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Administration Board Room, 7:00pm

10. **Adjournment**

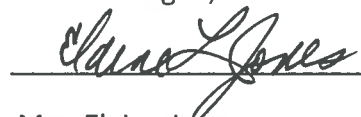
Motion by Mr. Thomas Wilson, seconded by Mr. William Seibert, that the meeting adjourned at 9:15 p.m. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Anthony (Tony)McNevin, Mr. John Regentin, Mr. James Rutkowski).

Respectfully Submitted,



Belinda M. Wallen
Business Administrator/Board Secretary

Acknowledged,



Mrs. Elaine Jones
Board President