

**Call to Order:**

The Upper Adams School Board of Directors met on Tuesday, April 19, 2016, in the Administration Board Room. The Board of Directors began at 6:40 p.m. with an executive session for a collective bargaining matter. 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 7:05 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. 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, 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 Wolf, Bendersville Elementary Principal, Mrs. Sonia Buckley, Arendtsville Elementary Principal, Mr. Jim VanDyke, Technology Coordinator, Mr. Charles Stump, and Mr. Jim Hale, Gettysburg Times.

1. **Approval Of Minutes** - No minutes
2. **Recognition of Delegate** - Recognition of delegates were held in the North Gym
  - a. Recognition of the Biglerville High School Technology Student Association (TSA).
  - b. Recognition of the Biglerville High School Marching Band for their 1<sup>st</sup> Place at Regional Championships and 1<sup>st</sup> Place at Atlantic Coast Championships.
  - c. Recognition of Arisa Wada, PMEA District Band, PMEA District Orchestra, PMEA Region Band, PMEA Region Orchestra.
  - d. Recognition of Georgia Hollabaugh, Pennsylvania Music Educators Association 2016 PMEA District 7 Citation of Excellence Award Recipient.
  - e. Recognition of Jared Sheffer, Cumberland Perry Area Vocational Technical School student, 1<sup>st</sup> Place, 2016 Skills USA Competition-Welding.
  - f. Recognition of Sam Fee, Central Pennsylvania Spelling Bee Participant.
  - g. Recognition of Noah Ayers, 1,000 points scored in basketball, 2015-2016 season
  - h. Recognition of Nate Newberry, wrestling accomplishments for the 2015-2016 season including AA Section I Champion, AA District III Champion, AA SE Regional Champion, AA PIAA 4<sup>th</sup> Place.
3. **Correspondence** - No items
4. **Treasurer's Report**
  - a. Motion by Mr. Richard Crouse, seconded by Mr. William Seibert that the school board approve the Treasurer's and Financial Reports, items B through E, as listed on the agenda as item A was excluded due to not being available at the time of the meeting. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

5. **Reports**

- A. Legislative/PSBA report - No report
- B. FRN report - No report
- C. LIU Board Report - Dr. Doll commented on the Comcast RFP by LIU in progress.
- D. Federal programs - Mr. Joe Albin reported on behalf of Dr. Anne Corwell, noting the cyclical monitoring on federal program is final with no audit findings in Title I, II, III (ESL), however several policies suggested during course of audit, will need policy board approval. May 9th is Title III, ESL community night held in the Administration Board Room.
- E. Cumberland Perry AVTS - Mr. William Seibert announced no March meeting, and next meeting is April 25, 2016.
- F. Fund Advisory Board Report - Canner Fund - Mr. Richard Crouse no report and announced the dissemination of the brochures on hold as supply was depleted until Graphcom is able to provide printing services for the Canner Fund.
- G. Administrative Reports-
  - a. Mr. VanDyke announced the educational trip to Reston VA on Apple updates very beneficial. Mr. VanDyke is to attend the bridge replacement project meeting tomorrow. School cameras are installed and have been used a few times to date.
  - b. Mr. Kerstetter announced "week of PSSA's", and upcoming Title events..
  - c. Mrs. Sonia Buckley shared several students field trip events, Recognition of Sam Gano as the highest donation in the county for Jump Rope for Heart, by the American Heart Association. Children are anticipating Environmental Camp to be held May 11, 12, and 13; students are very excited.
  - d. Mrs. Beth Graham announced the foreign trip to Paris, London going well, no concerns on traveling. 9th grade going to Strawberry Hill and graduation ceremonies in progress.
  - e. Mrs. Ann Wolf announced they received over 9,000 labels for Race for Education. 5th and 6 grade field trips, and Color Day is May 20th at 9:30a.m.
  - f. Mr. Joe Albin announced 6 new teacher inductions completed and the upcoming summer development programs.
  - g. Mr. Dave Zinn- PSSA's, pleased with honor roll percentages of 49% 8th graders and 39% 7th graders. April 28th is the transition meeting. May envirothon and May is the planned Washington, DC trip.
- H. Superintendent - Dr. Doll spoke on the amount of hours focused on PSSA's and security of test required. The Applitrack software, an online application tool, was pulled from voting meeting and the ATM will be looking at the program to ensure it meets the district's needs on May 17th. Dr. Doll commented on the board public budget workshop, administrative team due diligence on identifying the educational needs of the budget, and a perspective of risk taken in terms of balancing a budget. May 3rd is presenting a tentative balanced budget, approval on proposed final and advertisement on May 17th, followed by final adoption in June. Dr. Doll relayed the conversation held with PDE Chief Financial Officer, Ben Hanft, relative to requesting an extension on filing the 2016/2017

budget until the State adopts their budget. Mr. Hanft cited several provisions in school code that state if no adoption of budget is approved and filed by June 30, then no operations can occur.

6. **Committee Reports and Action Items**

A. Business and Operations Committee

1. Finance

- a. Motion by Mr. Richard Crouse, seconded by Mr. Christopher Fee that the school board grant approval to proceed with preventative maintenance improvements for the North Gym Roof at Biglerville High School, Casement Window repairs or replacements at Biglerville Elementary School and to fix the suppression hoods at Arendtsville Elementary School and Bendersville Elementary School along with repairs to damaged brick veneer wall on the south side of the Upper Adams Middle School building using Capital Reserve Funds not to exceed \$200,000.00. Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".
- b. Motion by Mr. Richard Crouse, seconded by Mr. William Seibert that the board grant approval to participate in Lincoln Learning Network (LLN) 3.0 with Lincoln Intermediate Unit #12 from 7/1/2016 to 6/30/2019. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".
- c. Motion by Mr. Richard Crouse, seconded by Mr. William Seibert that the school board grant approval of the Aramark Facilities Service contract with a four (4) year extension effective 7/1/2016. Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".
- d. Motion by Mr. Richard Crouse, seconded by Mr. Tom Wilson that the school board grant approval of the Chartwells, Member of Compass Group, Food Services Management Company budget renewal covering the 2016-2017 academic year. Pricing includes a \$.10 increase in all student Type "A" lunch. Operating revenue \$825,997.00, Expenditures \$785,736.00 with a guaranteed surplus of \$40,000.00. Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".
- e. Discussion regarding the Source4Teacher Substitute Contract; tabled and pending action at the next meeting.
- f. Recommend approval to adopt the Resolution of the Directors of the Upper Adams School District establishing the requirement for the Commonwealth of PA to enact fully its 2015-2016 General Fund Budget prior to requiring the UASD and other Pennsylvania School Districts to enact their 2016-2017 General Fund Budgets. No action taken pursuant to communication share by Dr. Doll.

2. Personnel

- a. Administration -No administrative action items
- b. Professional - No professional action items
- c. Classified
  - i. Motion by Mr. John Regentin, seconded by Mr. James Rutkowski that the school board grant approval to:

a). Add Marietta McDonald-Heckman, retroactive to 4/11/2016, to the classified substitute listing.

b). Revise Delivery Assistant Job Description

c.). Hire Peggy Drasher, ESL Instructional Assistant, Biglerville High School, 5.5 hours per day, 178 days per year, at an hourly rate of \$9.60, effective April 25, 2016, replacing Tracy Henriquez-Garcia, pending receipt of physical and TB records

Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".

d. Supplemental contracts - No action items

e. Other

i. Motion by Mr. John Regentin, seconded by Mr. James Rutkowski that the school board grant approval on the following other items:

1. Additions to the Volunteer Listing as per the submitted listing.

2. The contracted staff as per submitted listing:

a). Teacher Substitutes from Source4Teachers

Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".

3. Property - No Property action items

4. Transportation

a. Motion by Mr. William Seibert, seconded by Mr. Tony McNevin that the school board grant approval of the School Restriction Waiver Request for bridge replacement project JV227(MPMS#87434) located on PA 234 over Opposum Creek in Butler Township, Adams County. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

b. Motion by Mr. William Seibert, seconded by Mr. Tony McNevin that the school board grant approval of the School Restriction Waiver Request for bridge replacement project JV222(MPMS#87417) located on Carlisle Road (PA 34) over Bermudian Creek in Tyrone Township, Adams County. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

c. Motion by Mr. William Seibert, seconded by Mr. Christopher Fee that the school board grant approval of Walter Barlow, retroactive to 4/4/2016 Substitute Bus Drivers for Jacoby Transportation. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

d. Motion by Mr. William Seibert, seconded by Mr. Christopher Fee that the school board grant approval of Laura Weaver, pending licenses, Bus Drivers for Weaver Transportation Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

B. Curriculum and Extra-Curricular Committee Report

1. Motion by Mr. Christopher Fee, seconded by Mr. Tom Willson that the school board grant the following items:

- a. Physical Education/Health K-12 Curriculum
- b. Elementary Literacy Program, Reading Wonders published by McGraw-Hill, Grade K-6 Student and Teacher Materials as presented at the Curriculum and Extra Curricular Committee meeting, March 1, 2016, pending the K-6 program estimate and the UASD 2016-2017 budget process.
- c. The 2016-2017 Professional Development Activities.
- d. The Occupational Advisory Committee Minutes, November 16, 2015.
- e. The additional courses as per the attachment to the BHS Course Selection Guide for the 2015-2016 school year. (page 4.5)

Motion carried by a roll call vote of 9, "Yes", 0 "No", and 0 "Absent".

2. Athletics

- a. Motion by Mr. Christopher Fee, seconded by Mr. Tom Wilson that the school board grant approval of the Spring Coaches for the 2015-2016 school year:
  - 1). Holly Jones, Assistant JH Girls Soccer, Volunteer
  - 2). Blake Stahl, Assistant Varsity Track and Field, VolunteerMotion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

3. Other student activities

- a. Motion by Mr. Christopher Fee, seconded by Mr. Tom Wilson that the school board grant permission to the BHS Class of 2019 to hold Canner 5K Color Run/Walk and Kids 1 Mile Fun Run. Event is at Oakside Community Park, Saturday, April 23, 2016, and will start at 11:00 a.m. Proceeds to benefit St. Jude's Children's Hospital and BHS Class of 2019.  
Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

C. Policy review committee report

1. First Reading:
  - a. Policy 201 Pupils – Admission of Beginners (pages 5.1-5.2)
  - b. Policy 212 Pupils – Reporting Pupil Progress (pages 5.3-5.4)
  - c. Policy 918 Community – Parent Involvement in Title I Schools (previously Policy 908.1) (pages 5.5-5.7)
2. Second Reading:
  - a. Policy 124 Programs – Alternative Instruction Courses/Summer School (pages 5.8-5.9)
  - b. Policy 317 Employees – Conduct/Disciplinary Procedures (pages 5.10-5.12)
  - c. Policy 322 Employees – Gifts (page 5.13)
  - d. Policy 417 Professional Employees – Conduct/Disciplinary Procedures for Professional Employees, DELETION (pages 5.14-5.15)
  - e. Policy 517 Classified Employees – Conduct/Disciplinary Procedures for Classified Staff, DELETION (pages 5.16-5.17)
  - f. Policy 829 Operations – Electronic Signatures (pages 5.18-5.19)First Reading

Motion by Mr. Ronald Ebbert, seconded by Mr. William Seibert 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 9, "Yes", 0 "No", and 0 "Absent".

4. **Miscellaneous agenda items - No miscellaneous items noted.**
- a. **Public Comment - Mr. Chuck Stump**
    - i. Will Tallmen meeting worthwhile
    - ii. Website and board email addresses available? Uncertain on how to contact Board members and policy indicates Board should be accessible. Request and recommend that Board email addresses be posted on website.
    - iii. Provided section of public school code concerning relief on budget adoption

Mrs. Jones responded that the policy committee will revisit the policy concerning Board accessibility and email addresses.

Mr. Robert McQuide, District Solicitor briefly responded to public school code citing that District must follow school code and adopt a budget by June 30 or be faced with non-operation first day in July.

7. **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 9, "Yes", 0 "No", 0 "Abstain", and 0 "Absent".
8. **Old Business** - No old business to report.
9. **New Business** - No new business to report.
10. **Items of General Information**

The school board committee meetings are as follows:

- 1. Curriculum and Extra Curricular Committee – May 3, 2016, 6:30 p.m.
  - 2. Business and Operations Committee – May 3, 2016.  
Upon completion of the Curriculum Committee Meeting
  - 3. Policy Committee Meeting – May 5, 2016, 9:00 a.m
- Regular School Board Meeting – Tuesday, May 17, 2016, 7:00 p.m.

11. **Adjournment**

Motion by Mr. Ronald Ebbert, seconded by Mr. John Regentin, that the meeting adjourned at 8:22 p.m. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

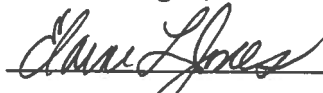
Respectfully Submitted,



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Belinda M. Wallen  
Business Administrator/Board Secretary

Acknowledged,



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Mrs. Elaine Jones  
Board President