

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

I. PROPERTY—Bill Seibert

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

II. TRANSPORTATION—Bill Seibert

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. <i>**Slatersville Road Bus Stop Update</i>	<i>Informational</i>	<i>Jim VanDyke Wesley Doll</i>

III. FINANCE—Richard Crouse

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Conrad Siegel Actuaries to complete the ACA reporting requirements on behalf of the Upper Adams School District at a cost not to exceed \$6,500.00	Recommend Approval	Belinda Wallen
B. Retirement Incentives	Discussion	Belinda Wallen
C. PNC Bank Resolution Update	Discussion	Belinda Wallen

IV. PERSONNEL—John Regentin

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. <i>**Increase hours of Clarissa Grim, Personal Assistant, Biglerville High School from 6.5 hours to 7.0 hours per day to monitor a student at Biglerville Elementary School during recess, effective retro-active to March 8, 2016 through the end of the 2015-2016 school year. (The increase in hours will not exceed a cost of \$500 for the 2015-2016 year.)</i>	<i>Recommend approval</i>	<i>Belinda Wallen Anne Corwell</i>

B. Add the following individuals to the teacher substitute listing: Recommend approval Belinda Wallen

1). No items

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

1). No items

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

- 1). Darlene Kauffman-Bendersville Elementary
- 2). Andrea Wolfe-Lady, Biglerville Elementary
- 3). Ira Lady, Biglerville Elementary
- 4). Stephanie Miller, Biglerville Elementary

V. Other

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Supplemental Contract for the 2015-2016 school year:	Recommend Approval	Belinda Wallen
1). Betsy Showers, Homebound Instructor, \$25.00 per hour		
2). Robert Dwyer, formatting the PASA testing videos into the state required format, \$25.00 per hour not to exceed 15 hours.		
3). Jennifer Schoffstall, Winter Play Stage Advisor, Category X, 2 nd year, \$989.00		
4). Jennifer Schoffstall, Winter Play Director, Category VII, 4 th year, \$1,474.00		