

Upper Adams School District School Board Minutes
Tuesday, February 16, 2016
Administration Board Room, 7:00pm

Call to Order:

The Upper Adams School Board of Directors met on Tuesday, February 16, 2016 in the Administration Board Room. The Board of Directors began at 6:30 p.m. with an educational inservice with Dr. LeeAnn Zeroth and Tim Stanton representing the Lincoln Intermediate Unit 12. The inservice provided an in depth review of the LIU budget and services provided to Upper Adams School District.

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 7:04 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. 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. Tom Fontana, Gettysburg Times

1. Approval Of Minutes

- a. Motion by Mr. Tom Wilson, seconded by Mr. John Regentin, that the school board approve the minutes of the regular Board Meeting January 19, 2016. Motion carried by a vote of 9, "Yes", 0 "No", and 0 "Absent".

2. Recognition of Delegates

- a. Recognition of the Patriot Pen Essay Winners by William Smith, Gettysburg Veterans of Foreign Wars. The Upper Adams Middle School winners are First Place of \$100.00 and a medal to Lauren Herring; Second Place of \$75.00 and a medal to Bridget Rutkowski; and Third Place of \$50.00 and a medal to Sarah Hardy.
- b. Mr. and Mrs. David Campbell addressed the Board regarding School Express van incident with appreciation. Mr. Campbell thanked Dr. Doll and Dr. Anne Corwell for both being on the scene to assist with their son. Mr. Campbell stated that his family is lucky to be in a district who cares and truly appreciated Dr. Corwell being present at the hospital with their son until he was released.

3. Correspondence

- a. No items noted

4. **Treasurer's Report**

- b. Motion by Mr. Richard Crouse, seconded by Mr. John Regentin that the school board approve the Treasurer's and Financial Reports, items B through E, as listed on the agenda as item A was not 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 provided by Mr. James Rutkowski, he announced the Keystone exams to be delayed to 2018. State budget impasse continues and the Governor delivered the 16/17 budget drawing larger lines between the democrat and republicans. The 16/17 budget calls for 11% increases in state income tax to greater than 34% over 15/16 proposal. The Governor continues to promote the sales tax increase, an increase in severance tax, increase of \$200 Million in basic education funding and \$60 million in pre kindergarten. Following Mr. Rutkowski's report, Mr. Richard Crouse is noted as leaving the meeting at 7:19pm.
- b. FRN report was provided by Mrs. Elaine Jones - Mrs. Jones noted that due to the great snowfall of 2016, the national conference was canceled and rescheduled to June and in light of attending, Mrs. Jones expressed interest in attending the conference PA Rural and Small Schools. Mrs. Jones stated that the Every Student Succeeds Act (ESS) is now passed.
- c. LIU Board Report - Dr. Doll stated the next meeting is Tuesday March 1, , 2016 at 7:00pm.
- d. Federal programs - Dr. Anne Corwell, noting the federal program audit is every three years and this year is UA year to be audited. importance and focus on Title I parent involvement. She noted plans for Development spring nights with literacy focus at Biglerville Elementary March 16, 2016 and Title III parents night April 4, 2016 in the Administration Board room for parent, community night.
- e. Cumberland Perry AVTS - Mr. William Seibert announced May 25, 2016 as graduation. Out of 1200 seats available at CPAVTS, UA has secured 42 seats. The next meeting is February 22, 2016.
- f. Fund Advisory Board Report - Canner Fund - No report provided.
- g. Superintendent - Dr. Doll spoke on lining up the CPAVTS luncheon tour for members of the board. Dr. Doll discussed the Capital Expenditure meeting held and thanked the members of the board who were able to attend and all building representation. Dr. Doll reviewed the phases of the items such as the roof, safety, and blacktop to be addressed with the callable bond. Crabtree Rohrbaugh and Associates will fine tune the designs to address safety. Dr. Doll briefly touched on investigating pre-k counts program with a site visit to Chambersburg and that they are still in the exploratory stage. Lastly Dr. Doll expressed his sadness in finding out the Emerging Advancing Science program may face closure due to the budget impasse. This valued program provided much needed support for our students in which Upper Adams could not afford to provide.

6. **Committee Reports and Action Items**

A. Business and Operations Committee

1. Finance

- a. Motion by Mr. John Regentin, seconded by Mr. William Seibert that the school board grant approval of the Lincoln Intermediate Unit 12 (LIU12) General Operating Budget for the 2016-2017 school year. Motion carried by a roll call vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).
- b. Motion by Mr. John Regentin, seconded by Mr. William Seibert that the board grant approval of the Cumberland Perry Area Vocational Technical School (CPAVTS) General Fund Budget for 2016-2017. This recommendation was tabled from the January 19, 2016, regular board meeting. Motion carried by a roll call vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).
- c. Motion by Mr. John Regentin, seconded by Mr. William Seibert that the school board grant approval to accept the donation of two 2' x 4' flags from Graphcom. Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).
- d. Motion by Mr. John Regentin, seconded by Mr. James Rutkowski that the school board grants approval of the contract with PSBA to convert the Upper Adams School District Board Policy Book to the PSBA web-based policy system for the one-time fee of \$950. Motion carried by a roll call vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).
- e. Motion by Mr. John Regentin, seconded by Mr. William Seibert that the school board grant tax forgiveness for tax penalty (2nd notice) for 2015/2016 in the amount of \$134.24 for taxpayer Vincent Cimino on parcel 07-F10-0020 due to error during property settlement. Motion carried by a roll call vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

2. Personnel

- a. Administration
 - i. No administrative action items
- b. Professional
 - i. No professional action items
- c. Classified
 - i. Motion by Mr. John Regentin, seconded by Mr. Christopher Fee that the school board grant approval of the revised Job Description for the Central Office Executive Assistant. Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).
- d. Supplemental contracts
 - i. Motion by Mr. John Regentin, seconded by Mr. Christopher Fee that the school board grant approval of Stephen Swartzbaugh, Spring Musical Instrumental Director, Category VIII, 5+ years, \$1,380. This is a correction from the January Regular Board Meeting approval for Pit Musician.

Motion carried by a roll call vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

e. Other

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

1. Additions to the Volunteer Listing as per the submitted listing.
2. The Band Instructors, to be paid directly by the Band Boosters:
 - a). Michael Inman
 - b). Gloria Norcross
 - c). Graylyn Serafy
3. The contracted staff as per submitted listing:
 - a). Teacher Substitutes from Source4Teachers

Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

3. Property

i) Motion by Mr. William Seibert, seconded by Mr. Christopher Fee that the school board grant approval to declare the following items as surplus:

- 1). Sony Video Cassette Recorder #37249
- 2). Toshiba Color TV BAB80045485 B
- 3). Scroll Saw 24" – Rockwell #HK 500
- 4). Scroll Saw 24" – Rockwell 40-440 #DJ 4094
- 5). Radial Arm Saw 12" – Delta 33-891 #93E14288

Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

4. Transportation

i. Motion by Mr. William Seibert, seconded by Mr. Christopher Fee that the school board grant approval for the following Substitute Driver(s) for Jacoby:

a. Hobert Henline, retro-active to 1/21/16

ii. Motion by Mr. William Seibert, seconded by Mr. Christopher Fee that the school board grant approval for the following Substitute Driver(s) for School Express:

- 1). Robert Poole, retro-active to 2/02/2016
- 2). Glenn Keaton
- 3). Teresa Carroll
- 4). Tamra Hildebrand
- 5). Sharon Bankert
- 6). William Faraci, retro-active to 12/01/2015
- 7). Melinda Wonders, retro-active to 11/13/2015
- 8). Kelly Beamer, retro-active to 11/13/2015
- 9). Jeffrey Unitt, retro-active to 11/13/2015
- 10). Stacy Cullen, retro-active to 11/13/2015

Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

B. Curriculum and Extra-Curricular Committee Report

1. Motion by Mr. Christopher Fee, seconded by Mr. William Seibert that the school board grant approval of the following items:
 - a. Elementary Report Card Revisions.
 - b. Biglerville High School Course Selection Guide for the 2016-2017 school year.
 - c. The 2016-2017 Academic Calendar.

Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

2. Athletics

- a. Motion by Mr. Christopher Fee, seconded by Mr. William Seibert that the school board grant approval of the Spring Coach Listing as per the submitted list. Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

3. Other student activities

- a. Motion by Mr. Christopher Fee, seconded by Mr. John Regentin for the school board to grant approval of the following items:
 - i. Overnight trip for a music performance for student participating in Regional Orchestra to be held at Bucknell University February 25-26, 2016.
 - ii. Overnight trip for a music performance for student participating in Regional Band to be held at Central York High School March 10-12, 2016.
 - iii. Overnight trip for the Technology Student Association members to participate in the state competition, April 13-16, 2016, Seven Springs Mountain Resort, Champion, PA. This trip will be funded by the TSA members.

Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

C. Policy review committee report

1. Motion by Mr. Ronald Ebbert, seconded by Mr. James Rutkowski for school board to grant approval of the first read policies moving to second read and approval on the 2nd read policies noted below:

First Reading:

- a. Policy 124 Programs – Alternative Instruction Courses/Summer School
- b. Policy 317 Employees – Conduct/Disciplinary Procedures
- c. Policy 322 Employees – Gifts
- d. Policy 417 Professional Employees – Conduct/Disciplinary Procedures for Professional Employees – DELETION
- e. Policy 517 Classified Employees – Conduct/Disciplinary Procedures for Classified Staff – DELETION

f. Policy 829 Operations – Electronic Signature

Second Reading:

- a. Policy 305 Employees –Employment of Substitutes
- b. Policy 405 Employment of Substitutes and Short-Term Employees (Professional)
DELETION
- c. Policy 505 Employment of Substitutes and Short Term Employees (Classified)
DELETION
- d. Policy 610 Finances – Purchases Subject to Bid
- e. Policy 611 Finances – Purchases Budgeted

Discussion - No March meeting, next meeting is scheduled for April 7, 2016 at 9:00am.
Motion carried by a roll call vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse)

D. Miscellaneous agenda items

1. No items to report

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 8, "Yes", 0 "No", 1 "Absent" (Mr. Richard Crouse).

8. **Old Business**

1. No old business to report.

9. **New Business**

1. No new business to report.

10. **Administrators' Report**

1. Mrs. Beth Graham, BHS noted TSA Technology participation and the results of the regional scholastic competition.
2. Mr. Dave Zinn noted Spelling Bee on WITF for February 29, 2016.
3. Dr. Anne Corwell noted 1st online version for WIDA assessments, getting ready for Learning Support PSSA and Keystone exams.
4. Mrs. Ann Wolfe reported on behalf of Arendtsville and Bendersville events with a focus on Cultural Arts days, Jump Rope for Heart, door decorating contest, book fairs, career day, and yearbook activities.
5. Mr. Jamie Kerstetter spoke on Cultural Arts days. February 2nd marked Kindergarten registration with 87 students registered to begin the 16-17 school year.
6. Mr. Joe Albin provided updates on curriculum and instruction, county induction, and summer professional development.
7. Mrs. Belinda Wallen briefly provided an overview of FEMA with the snow emergency, paperwork filed and now pending at county levels once Governor approves statewide emergency for release of funds to flow. Mrs. Wallen also discussed the state budget impasse implication in the sense of budgeted revenue that is not expected to be received which includes basic education subsidy, plancon

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reimbursement and the delay of social security reimbursements. Further recommendation on the budget shortfall is planned for the public budget planning session March 22, 2016 from 1-4 pm at the Arendtsville Elementary Library.

11. Items of General Information

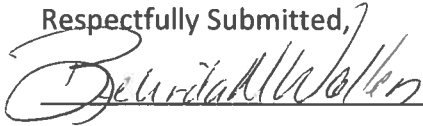
The school board committee meetings are as follows:

1. Curriculum and Extra Curricular Committee – March 1, 2016, 6:30 p.m.
2. Business and Operations Committee – March 1, 2016.
Upon completion of the Curriculum Committee Meeting
3. Policy Committee Meeting – March meeting canceled, next meeting April 7, 2016, 9:00 a.m.
Regular School Board Meeting – Tuesday, March 15, 2016 – 7:00 p.m.

12. Adjournment

Motion by Mr. Christopher Fee seconded by Mr. Ronald Ebbert that the meeting adjourned at 8:25 p.m. Motion carried by a vote of 8, "Yes", 0 "No", and 1 "Absent" (Mr. Richard Crouse).

Respectfully Submitted,



Belinda M. Wallen
Business Administrator/Board Secretary

Acknowledged,



Mrs. Elaine Jones
Board President