

**UPPER ADAMS SCHOOL DISTRICT
BUSINESS & OPERATIONS COMMITTEE
Tuesday, January 5, 2016**

I. PROPERTY—Bill Seibert

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Safety Study Review, Potential Renovations and next step.	Informational	Belinda Wallen Wesley Doll

II. TRANSPORTATION—Bill Seibert

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Tenley Fridinger, parent, requesting to address the board regarding the Slatersville turnaround.	Parent Concern	Jim VanDyke
B. Substitute Driver for Jacoby 1). Michelle McDannell, retro-active to 12/21/2015	Recommend Approval	Jim VanDyke

III. FINANCE—Richard Crouse

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. York Adams Academy 2016-2017 Budget which includes membership fee for two seats at a cost of \$3,392.00 per seat as per agreement.	Recommend Approval	Belinda Wallen
B. Automatic renewal of the Radio System Contract with K & C Communications effective January 1, 2016, for \$1080.00 as per agreement.	Recommend Approval	Belinda Wallen

IV. PERSONNEL—John Regentin

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Resignation of Miriam Hoffman, Instructional Assistant, Arendtsville Elementary School, last day December 23, 2015.	Recommend approval	Wesley Doll
B. Post and advertise for an Instructional Assistant.	Recommend approval	Wesley Doll

C. Leave without pay for Sherrie Prall, Behavior Intervention Instructional Assistant, effective retro-active to November 9, 2015, to January 11, 2016.	Recommend approval	Wesley Doll
D. Updated Organizational Chart for the Upper Adams School District.	Recommend approval	Wesley Doll
E. Revised job description for the Human Resource Coordinator.	Recommend approval	Wesley Doll
F. Resignation of Tracey Henriquez-Garcia, ESL Instructional Assistant, last day December 23, 2015.	Recommend approval	Wesley Doll
G. Post and advertise for an ESL Instructional Assistant.	Recommend approval	Wesley Doll
H. Add the following individuals to the classified substitute listing: 1). Bobbi Borrero retro-active to December 15, 2015	Recommend approval	Wesley Doll
I. Add the following individuals to the volunteer listing: 1). Timothy Walker, BHS-Band Volunteer 2). Theresa Wright, Biglerville Elementary 3). Jennifer Mendoza, Biglerville Elementary	Recommend approval	Wesley Doll

V. Other

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