

**UPPER ADAMS SCHOOL DISTRICT
BUSINESS & OPERATIONS COMMITTEE
Tuesday, August 4, 2015**

I. PROPERTY—Bill Seibert

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Update on Roofing Project-BHS	Informational	Anthony Graham
B. Update on Blacktop Project-AV/BE	Informational	Anthony Graham

II. TRANSPORTATION—Bill Seibert

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Drivers Listing for the 2015-2016 school year. (Listing to be provided by Transportation Department)	Recommend approval	Jim VanDyke
B. Bus Routes for Secondary and Elementary routes for 2015-2016 school year. (Maps to be provided by Transportation Department)	Recommend approval	Jim VanDyke

III. FINANCE—Richard Crouse

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Engage Crabtree Rohrbaugh and Associates as Upper Adams architect on file. This approval is to grant Upper Adams Administration to conceptually scope, plan and develop a plan of action covering matters of safe and secure schools. CRA will be utilized as a consulting services on a per hour bases with an hourly range of \$65.00 to \$240.00 according to the need of service. This approval does not impede upon the previous feasibility study in determining future projects.	Recommend approval	Belinda Wallen Wesley Doll
B. Enter into an agreement for a hosted financial eservice subscription between Central Susquehanna Intermediate Unit (CSIU) and Upper Adams School District. The CSIU administrative software for 2015-2016 fiscal year is \$17,475.04 on a pro-rata basis as the software implementation would be phased in beginning January, 2016.	Recommend approval	Belinda Wallen

IV. PERSONNEL—John Regentin

ITEM	ACTION	PERSON RESPONSIBLE
A. Post and advertise for Behavior Intervention Teacher-Elementary	Recommend approval	Anne Corwell
B. Job Description for Behavior Intervention Teacher-Elementary	Recommend approval	Anne Corwell
C. Re-assignment of Christopher Sparks from Life Skills Support Teacher, UAMS, to Secondary Transition Coordinator, Biglerville High School, effective the start of the 2015-2016 school year. The position of the Transition Coordinator is funded pro-rata between the participating districts in the consortium.	Recommend approval	Anne Corwell
D. Post and Advertise Life Skills Support Teacher, UAMS	Recommend approval	Anne Corwell
E. Hire Nallely Acosta-Solinde, ESL Instructional Assistant/Translator, Upper Adams Middle School, Arendtsville, Bendersville and Biglerville Elementary Schools. 3 hours per day for ESL at an hourly rate of \$9.60, 2 hours per day as Translator at an hourly rate of \$20.00, effective the start of the 2015-2016 school year. Funding for position is supported by federal, Title III funds for the 2015-2016 school year.	Recommend approval	Anne Corwell
F. Hire Dana Nelson, 5 th Grade Long Term Substitute Teacher, Arendtsville Elementary School, Bachelor's, Step 1, \$44,411.00, replacing Ashley Brookens (8/26/15-1/15/16) and Melinda Johnson (1/18/16 to the end of the 2015-2016 school year) during their leave of absences.	Recommend approval	Wesley Doll
G. Add the following individuals to the teacher substitute listing: 1). No items	Recommend approval	Wesley Doll

H. Add the following individuals to the classified substitute listing: Recommend approval Wesley Doll

- 1). As per attached listing of Classified Substitutes
(listing will be provided by Cristi Pechart for the August 18, 2015, meeting)

I. Add the following individuals to the volunteer listing: Recommend approval Wesley Doll

- 1). Patricia Lowin
- 2). Fran Rohrer
- 3). Kimberly Presser

V. Other

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Supplemental Contracts as per the attached list.	Recommend approval	Wesley Doll
B. Tentative 2016 Board Meeting Calendar	Recommend approval	Wesley Doll