

**UPPER ADAMS SCHOOL DISTRICT  
BIGLERVILLE, PENNSYLVANIA  
REGULAR BOARD MEETING  
SCHOOL BOARD  
TUESDAY, August 18, 2015  
7:00 PM**

*Items marked \*\* did not go through committee meetings*

- I. CALL TO ORDER: President – Elaine Jones
- II. PLEDGE OF ALLEGIANCE
- III. MOMENT OF SILENCE
- IV. ROLL CALL
- V. APPROVAL OF MINUTES
  - A. Regular Board Meeting, May 19, 2015 – (pages 2.1-2.7)
- VI. RECOGNITION OF DELEGATIONS
  - A. No items
- VII. CORRESPONDENCE – President – Elaine Jones
  - A. No items
- VIII. TREASURER’S REPORT – Richard Crouse
  - A. Financial Report Ending July 31, 2015 – (page 3.1)
  - B. Revenue Budget Report Ending July 31, 2015 – (page 3.2)
  - C. Expenditure Budget Report Ending July 31, 2015 - (page 3.3)
  - D. Cafeteria Report Ending July 31, 2015 – no report for July, 2015
  - E. Student Council Sub Accounts July 31, 2015 – (page 3.4)
  - F. Student Accounts Report July 31, 2015 – (page 3.5)
  - G. Principal’s Account July 31, 2015 – (page 3.6)
- IX. REPORTS
  - A. Legislative Report/PSBA Report – Chris Fee/James Rutkowski
  - B. FRN Report – Elaine Jones
  - C. LIU Board Report – Wesley Doll
  - D. Federal Programs – Anne Corwell
  - E. Cumberland Perry AVTS – William Seibert
  - F. Fund Advisory Board Report – Richard Crouse
  - G. Superintendent Report – Wesley Doll
- X. COMMITTEE REPORTS AND ACTION ITEMS
  - A. BUSINESS AND OPERATIONS COMMITTEE
    - 1. FINANCE – Richard Crouse - Chairperson
      - a. **Recommend approval** to 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 basis 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.

- b. **Recommend approval** to 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.
- c. **\*\*Recommend approval** of the Special Education Supplemental Contract between Upper Adams School District and Conewago Valley School District to provide special education services for one student during the 2015-2016 school year for \$16,000.00.
- d. **\*\*Recommend approval** of the NHS Human Services Schools contract to provide education services for one student during the 2015-2016 school year to be serviced at their Carlisle location as per the contracted rate of \$141.68 per day plus related services as per the contracted rate sheet.

2. PERSONNEL – John Regentin - Chairperson

*Approvals to hire the following personnel are pending receipt of the following:*

- *Current Act 151, Act 34 and Act 114 clearances*
- *A negative TB test*
- *School Personnel Health Record*
- *Completion of Sexual Misconduct/Abuse Disclosure Release form (under Act 168 of 2014) by previous employer(s) if applicable*
- *A copy of their PA Certification in the area of employment (Administrative and Professional positions only)*
- *A copy of college transcripts (Administrative and Professional positions only)*

a. *ADMINISTRATION*

- 1). No items

b. *PROFESSIONAL*

- 1). **Recommend approval** to post and advertise for Behavior Intervention Teacher-Elementary.
- 2). **Recommend approval** of the job description for Behavior Intervention Teacher-Elementary. (pages 4.1-4.3)
- 3). **Recommend approval** of the reassignment 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.
- 4). **Recommend approval** to post and advertise for Life Skills Support Teacher, UAMS.
- 5). **Recommend approval** to hire **\*\***Lisa Kuhns, 5<sup>th</sup> Grade Long Term Substitute Teacher, Arendtsville Elementary School, Bachelor's Step 1, \$44,411.00, replacing Ashley Brookens (8/26/2015-1/15/2016) and Melinda Johnson (1/18/2016 to the end of the 2015-2016 school year) during their leave of absences.
- 6). **Recommend approval** to hire Colleen Gaston, Physical Education Teacher, Biglerville Elementary School, Master's Step 1, \$46,411.00, effective the start of the 2015-2016 school year, replacing Deborah Yargar-Reed.
- 7). **Recommend approval** to accept the resignation of Bryan Dewease, Learning Support Teacher, Biglerville High School, effective August 1, 2015.
- 8). **Recommend approval** to post and advertise for a Learning Support Teacher.
- 9). **\*\*Recommend approval** to reassign Melissa Nagode, Life Skills Support Teacher, Upper Adams Middle School, Masters Step 1, \$46,411.00, effective the start of the 2015-2016 school year, replacing Chris Sparks.
- 10). **\*\*Recommend approval** to hire Tonya Keyser, Behavior Intervention Specialist, Arendtsville, Bendersville and Biglerville Elementary, Master's +30, Step 1, \$48,411.00, effective the start of the 2015-2016 school year. The position of Behavior Intervention Specialist is funded pro-rata between the participating districts in the consortium.

c. *CLASSIFIED*

- 1). **Recommend approval** to hire Nalleyly 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.
- 2). **\*\*Recommend approval** to post and advertise for an Instructional Assistant.
- 3). **\*\*Recommend approval** to re-assign Sherry Cervantes, Personal Care Aide, Biglerville Elementary School to Arendtsville Elementary School due to her student's transfer to that building.

d. *SUPPLEMENTAL CONTRACTS*

- 1). **Recommend approval** of the Supplemental Contracts for the 2015-2016 school year as per the attached listing. (page 4.4)

e. *OTHER*

- 1). **Recommend approval** of the following volunteers:

- a). Patricia Lowin
- b). Fran Rohrer
- c). Kimberly Presser
- d). Holly A. Walker
- e). Frank Gantz
- f). Todd Chase
- g). Clifton Presser
- h). **\*\*Jane M. Piepmeier**
- i). **\*\*Peter E. Piepmeier**
- j). **\*\*Deborah Swackard**

- 2). **Recommend approval** of the Classified Substitute Listing for the 2015-2016 school year (pages 4.5-4.6)

3. PROPERTY – Bill Seibert – Chairperson

- a). **Recommend approval** of the replacement of the heating coil in the Wrestling Practice Room as per the estimate submitted by M & M Heating & Cooling, LLC, as a capital expense of \$5,420.00.
- b). **\*\*Recommend approval** to accept the quote for the metal panels and installation of the parapet wall above the cafeteria from Tremco for materials (panels and fasteners) of \$1,460.00 and Houck Services for installation/labor for \$2,905.00 for a project total of \$4,365.00 as a capital expenditure.
- c). **\*\*Recommend approval** of the Infrared Survey of all flat roofs at the Secondary Campus by Infrared Predictive Surveys, Inc. at a cost of \$2,095.00.

4. TRANSPORTATION – Bill Seibert – Chairperson

- a). **Recommend approval** of the Driver's Listing for the 2015-2016 school year as per the listing supplied by the Transportation Department (page 5.1-5.2)
- b). **Recommend approval** of the Bus Routes for Secondary and Elementary routes for the 2015-2016 school year as mapped by the Transportation Department.

B. CURRICULUM AND EXTRA-CURRICULAR COMMITTEE REPORT

1. CURRICULUM – John Regentin – Chairperson

- a. **\*\*Recommend approval** of the updated Differentiated Supervision Manual to reflect the new educator effectiveness tool.

2. ATHLETICS – Craig Long – Chairperson

- a. **\*\*Recommend approval** of the following coaches for the 2015-2016 school year:

- 1). Brenda Sue Roberts, Head Junior High Field Hockey, Category III, Maximum-\$3,279.00
- 2). Brenda Sue Roberts, Assistant Varsity Field Hockey, ½ Category II, Maximum-\$1,955.50
- 3). Brooke Stevens, Assistant Junior High Field Hockey, ½ Category IV, \$1,438.00
- 4). William Woodward, Assistant Varsity Girls Tennis, Volunteer
- 5). Change Anthony Graham from JH Football Assistant, Category IV, Maximum \$2,876 to Assistant Varsity Football, Category II, Maximum-\$3,911.00
- 6). Brett Smyers has rescinded his Varsity Football Coach position as he has accepted a job in Ohio and is unable to fulfill the coaching obligation

3. OTHER STUDENT ACTIVITIES – Craig Long – Chairperson

- a. **Recommend approval** for the early admittance to Kindergarten for Student Number 4202 for the 2015-2016 school year.

C. POLICY REVIEW COMMITTEE REPORT – Ron Ebbert, Chairperson

1. First Reading:

- a. Policy No. 232 – Student Involvement in Decision Making (page 6.1)
- b. Policy No. 806 – Child/Student Abuse (pages 6.2-6.10)
- c. Policy No. 819 – Suicide Awareness, Prevention and Response (pages 6.11-6.21)
- d. Policy No. 916.1 – School Volunteers (pages 6.22-6.25)

2. Second Reading:

- a. No policies

D. MISCELLANEOUS AGENDA ITEMS – Elaine Jones – President

1. **Recommend approval** of the tentative 2016 Board Meeting Calendar. (page 7.1)

XI. PAYMENT OF BILLS (pages 8.1- 8.4)

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. ADMINISTRATORS' REPORTS

XV. ITEMS OF GENERAL INFORMATION:

A. School Board Committee Meetings:

1. Policy Committee Meeting – September 3, 2015, 9:00 a.m.
2. Curriculum and Extra Curricular Committee – September 1, 2015, 6:30 p.m.
3. Business and Operations Committee – September 1, 2015

Upon completion of the Curriculum & Extras Curriculum Committee Meeting

B. Regular School Board Meeting – Tuesday, September 15, 2015 – 7:00 p.m.

XVI. ADJOURNMENT