

**UPPER ADAMS SCHOOL DISTRICT
BUSINESS & OPERATIONS COMMITTEE
Tuesday, April 7, 2015**

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. Discussion of Slatersville Bus Stop	Informational	Jim VanDyke
B. Substitute Driver for School Express	Recommend approval	Jim VanDyke
1). Angela Harman, retroactive to March 18, 2015		
2). Darrell Sager		

III. FINANCE—Richard Crouse

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Submit PlanCon K for the General Obligation Notes, Series of 2015 (refinancing)	Recommend approval	Michael Lawrence
B. 2015-2016 Budget Update	Presentation	Michael Lawrence

IV. PERSONNEL—John Regentin

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Post and advertise for a Principal, Biglerville High School, retro-active to March 17, 2015	Recommend approval	Wesley Doll
B. Post and advertise for an Assistant Principal, Biglerville High School, retroactive to March 17, 2015	Recommend approval	Wesley Doll
C. Revise the retirement date of Kathy Stoner, Cafeteria Worker, Bendersville Elementary School, last day from September 15, 2015, to September 16, 2015, unpaid leave of absence June 1-September 16, 2015	Recommend approval	Wesley Doll

D. Job Description for Elementary Literacy Coach	Recommend approval	Jamie Kerstetter
E. Resignation of Mike Mojica, Maintenance Technician, last day April 2, 2015	Recommend approval	Wesley Doll
F. Retirement of Joya Sterner, Administrative Assistant, Biglerville Elementary School, last day June 30, 2015	Recommend approval	Wesley Doll
G. Post and advertise for an Administrative Assistant at Biglerville Elementary School	Recommend approval	Wesley Doll
H. Leave without pay for Ashley Brookens, 5 th Grade Teacher, Bendersville Elementary School, November 19, 2015, through January 18, 2016	Recommend approval	Wesley Doll
I. Add the following individuals to the teacher substitute listing:	Recommend approval	Wesley Doll
1). Jill Harner, retroactive to March 26, 2015		
2). Christopher Jones, retroactive to March 26, 2015		
J. Add the following individuals to the classified substitute listing:	Recommend approval	Wesley Doll
1). Crystal Snyder-retroactive to 3/18/2015		
K. Add the following individuals to the volunteer listing:	Recommend approval	Wesley Doll
1). Jennifer Miller		
2). Jacqueline Pottorff		
3). Chastity Lawrence		
4). Laura M. Miller		
5). JoAnn Martin		
6). Kelly Althoff		
7). Bobby G. Riley		

V. Other

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