

**\*\*Revised**  
**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. <i>**Biglerville High School Roofing Project Information from Mike Cromwell of Tremco</i>	<i>Informational</i>	<i>Anthony Graham</i>
B. <i>**Elementary Program Study</i>	<i>Informational</i>	<i>Wesley Doll</i>

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**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	

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**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

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**IV. PERSONNEL—John Regentin**

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Post and advertise for a Principal, Biglerville High School, retroactive 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

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| 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 <sup>th</sup> Grade Teacher, Bendersville Elementary School, November 19, 2015, through January 18, 2016  | Recommend approval        | Wesley Doll        |
| I. | <i>**Hire Courtney Ebersole, Guidance Counselor, 4<sup>th</sup>-6<sup>th</sup> Grades, Arendtsville Elementary School and Bendersville Elementary School from long-term substitute to permanent position effective July 1, 2015, salary to be determined according to a new teacher contract</i> | <i>Recommend approval</i> | <i>Wesley Doll</i> |
| J. | Add the following individuals to the teacher substitute listing:<br><br>1). Jill Harner, retroactive to March 26, 2015<br>2). Christopher Jones, retroactive to March 26, 2015   | Recommend approval        | Wesley Doll        |
| K. | Add the following individuals to the classified substitute listing:<br><br>1). Crystal Snyder, retroactive to 3/18/2015  | Recommend approval        | Wesley Doll        |

L. 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

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V.      **Other**

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