

**UPPER ADAMS SCHOOL DISTRICT  
BIGLERVILLE, PENNSYLVANIA  
REGULAR BOARD MEETING  
SCHOOL BOARD  
TUESDAY, March 17, 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, February 17, 2015 – (pages 2.1-2.6)
- VI. RECOGNITION OF DELEGATIONS
  - A. Sharing of the documentary created by the Western Civics Class under the direction of Margaret Elliott that was chosen as the Regional History Day winning submission.
- VII. CORRESPONDENCE – President – Elaine Jones
  - A. A thank you letter was received from the Board of Directors of the Adams County Fruit Growers Association for the use of the Biglerville High School for their annual grower education meeting on February 16, 2015.
- VIII. TREASURER’S REPORT – Richard Crouse
  - A. Financial Report Ending February 28, 2015 – (page 3.1)
  - B. Revenue Budget Report Ending February 28, 2015 – (page 3.2)
  - C. Expenditure Budget Report Ending February 28, 2015 - (page 3.3)
  - D. Cafeteria Report Ending January 31, 2015 – (pages 3.4-3.5)
  - E. Student Council Sub Accounts February 28, 2015 – not available for meeting
  - F. Student Accounts Report February 28, 2015 – not available for meeting
  - G. Principal’s Account February 28, 2015 – not available for meeting
- 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 renew the SunGard K-12 Education-Performance Pathways/I.E.P. Tracker/Progress Monitoring Computer Application License at the cost of \$5,500.00 for a one-year contract.

- b. **Recommend approval** of the York-Adams Academy 2015-2016 Budget.
- c. **\*\*Recommend approval of the Odysseyware Academy (one-year contract) to provide online instructional opportunities to students. The license provides for up to 25 students at \$240 per student, per course.**

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). **\*\*Recommend approval to accept the retirement of Richard Sterner, Principal, Biglerville High School, as of June 30, 2015, and to waive the nine-month advance notice per the Act 93 Agreement.**

b. *PROFESSIONAL*

- 1). **Recommend approval** to transfer Danielle Horner, Guidance Counselor, Biglerville Elementary, 188 days per year, to Guidance Counselor, Biglerville High School, effective July 1, 2015, 206 days per year (pro-rated).
- 2). **Recommend approval** to post and advertise for an Elementary Guidance Counselor.
- 3). **Recommend approval** to add the following individuals to the Teacher Substitute List:
  - a). Erika Long, **\*\*retroactive to 2/26/2015**

c. *CLASSIFIED*

- 1). **Recommend approval** to accept the retirement of Martin (Marty) Gulden, Custodian, Bendersville Elementary School, last day June 30, 2015.
- 2). **Recommend approval** to accept the retirement of Irene (Sue) Guise, Head Custodian, Biglerville Elementary School, last day June 30, 2015.
- 3). **Recommend approval** to accept the retirement of Martha Heintzelman, Computer Technician, Bendersville Elementary School, last day June 30, 2015.
- 4). **Recommend approval** to post and advertise for a Computer Technician as needed.
- 5). **Recommend approval** to accept the retirement of Robert (Bob) Guise, Custodian, Biglerville High School, last day June 30, 2015.
- 6). **Recommend approval** to accept the retirement of Barbara (Bobbie) Strasbaugh, Custodian, Biglerville Elementary School, last day June 30, 2015.
- 7). **Recommend approval** to accept the retirement of Marsha Tuckey, Head Custodian, Bendersville Elementary School, last day June 30, 2015.
- 8). **Recommend approval** to accept the retirement of Kathy Stoner, Cafeteria Worker, Bendersville Elementary School, effective the end of the 2014-2015 school year.
- 9). **Recommend approval** to accept the retirement of Rose Black, Custodian, Biglerville Elementary School, last day June 30, 2015.
- 10). **Recommend approval** to accept the retirement of Janet Gliem, Cafeteria Worker, Biglerville High School, effective the end of the 2014-2015 school year.
- 11). **Recommend approval** to accept the retirement of Carol Starry, Cafeteria Worker, Biglerville Elementary School, effective the end of the 2014-2015 school year.
- 12). **Recommend approval** to appoint Connie Myers as the Administrative Assistant, Biglerville High School 7.5 hours per day, 261 days per year, at an hourly rate of \$15.73, effective April 7, 2015, replacing Nancy Asper.

- 13). **Recommend approval** to appoint Melissa Weidner, **\*\*Secretary**, Biglerville High School, 7.5 hours per day, 261 days per year, at an hourly rate of \$13.82, effective April 7, 2015, replacing Connie Myers.
- 14). **Recommend approval** to accept the revised job description for Administrative Assistant, Secondary Campus. (page 4.1-4.2)
- 15). **Recommend approval** to accept the revised job description for the Secretary, Secondary Campus. (page 4.3-4.4)
- 16). **Recommend approval** to accept the retirement of Wilma Wilt, Cafeteria Team Leader, effective the end of the 2014-2015 school year.
- 17). **Recommend approval** to accept the retirement of Darlene Kauffman, Cafeteria Worker/Custodian, **\*\*Bendersville Elementary**/Arendtsville Elementary School effective June 30, 2015.
- 18). **Recommend approval** to add the following individuals to the Classified Substitute List:
  - a). Kelly Shannon, retroactive to 2/18/2015
- 19). **\*\*Recommend approval to dismiss employee #0848, last day of employment March 3, 2015.**

d. *SUPPLEMENTAL CONTRACTS*

- 1). Theresa Fritz, Online/Hybrid Course Delivery (Blue Pelican Math), \$1,611.40 plus \$30.00 per student adjusted pro-rata, based on the percentage of time each student is enrolled in the class. Per student portion will be paid in one lump sum upon receipt of enrollment numbers by the Business Office.
- 2). Robert Dwyer, format PASA testing videos into state required format, \$25.00 per hour, not to exceed 15 hours.

e. *OTHER*

- 1). **Recommend approval** for the on the job training position for Student Number 0264, funded by Office of Vocational Rehabilitation (OVR).
- 2). **Recommend approval** to add the following individuals to the Volunteer Listing:
  - a). Susan Miller
  - b). Kim Keiper
  - c). Katie Byers
  - d). Anya Redding
  - e). Emily Pearce
  - f). Amanda Schell
  - g). Sarah Little
  - h). Larry Hershman
  - i). Gary Ulrich

3. PROPERTY – Bill Seibert – Chairperson

- a). **Recommend approval** of the Senior Computer Buy Back Program, which authorizes the Biglerville High School to offer current enrolled seniors who have had a district laptop for a minimum of two years the opportunity to purchase that computer for \$180.00.
- b). **Recommend approval** for the repairs to the Water Softener at Biglerville Elementary School with a quoted price of \$5,029.56 that includes replacement of both resin units and valve repair.

4. TRANSPORTATION – Bill Seibert – Chairperson

- a). **Recommend approval** of the following Substitute Drivers for School Express:
  - 1). Teresa Blair
  - 2). William Johnson
  - 3). Bryan Pawson
  - 4). Michelle Valentine, retroactive to 11/19/14
  - 5). Russell Watsic
  - 6). Seth Weaver
  - 7). Dianna Drayden, retroactive to 2/26/2015
  - 8). Thomas Thompson

- 9). Jason Miller
- 10). Janice Gearhart, retroactive to 10/1/2014
- 11). Darcie Haney
- 12). Holly Reese, retroactive to 8/20/2014*
- 13). Bonnie Florea, retroactive to 8/20/2014*

- b. Recommend approval of the following Substitute Driver for Jacoby Transportation:***
- 1). \*\*Steven Black, pending all clearances received*

**B. CURRICULUM AND EXTRA-CURRICULAR COMMITTEE REPORT**

1. CURRICULUM – John Regentin – Chairperson

- a. **Recommend approval** of the Upper Adams School District Chapter 339 Counseling Plan.
- b. **Recommend approval** to establish Friday, May 29, 2015, as the fixed graduation date for the Class of 2015 and authorize the administration to utilize Saturday classes as needed, to meet attendance requirements for senior students only, which are set by the Pennsylvania Department of Education and the Upper Adams School District, for graduation.
- c. **Recommend approval** of the following updates to the 2014-2015 Academic Calendar as a result of the winter weather:
  - 1). Designate Monday, April 6, 2015 (make-up for March 5, 2015) as an Act 80 Day-No School for Elementary Students/Parent-Teacher Conferences
  - 2). Make Monday, June 1, 2015 an Act 80 Faculty In-Service Day/No School for Students (make up day for March 6, 2015)
  - 3). Make Tuesday, June 2, 2015 a Faculty In-Service/No School for Students

2. ATHLETICS – Craig Long – Chairperson

- a. **Recommend approval** of the following Spring Coaches for 2014-2015:
  - 1.) Carlos Moreno, Assistant Junior High Girls Soccer, Volunteer
  - 2.) Courtney Ebersole, Assistant Junior High Girls Soccer, Volunteer
  - 3.) John Wood, Assistant Junior High Boys Soccer, Volunteer
  - 4.) Jebb Nelson, Assistant Junior High Boys Soccer, 1/2 Category IV, Maximum-\$1,414.00
  - 5.) Dylan Sharrah, Assistant Junior High Boys Soccer, 1/2 Category IV, Maximum-\$1,414.00
  - 6.) Sandra Taylor, Assistant Varsity Softball, Category I, Year 1-\$3,246.00
  - 7.) David Stoner, Assistant Varsity Track and Field, Volunteer

3. OTHER STUDENT ACTIVITIES – Craig Long – Chairperson

- a. ***\*\*Recommend approval for the overnight trip for the Technology Student Association (TSA) to attend the PA TSA State Conference April 15-18, 2015 at Seven Springs Resort, Champion, PA.***

**C. POLICY REVIEW COMMITTEE REPORT – Ron Ebbert, Chairperson**

1. First Reading:

- a. No policies

2. Second Reading:

- a. No policies

**D. MISCELLANEOUS AGENDA ITEMS – Elaine Jones – President**

1. No items

- XI. PAYMENT OF BILLS (pages 5.1-5.4)
- XII. OLD BUSINESS
- XIII. NEW BUSINESS
- XIV. ADMINISTRATORS' REPORTS
- XV. ITEMS OF GENERAL INFORMATION:

- A. School Board Committee Meetings:

- 1. Policy Committee Meeting – March 24, 2015 – 9:00 a.m.
- 2. Policy Committee Meeting – April 9, 2015 – 9:00 a.m.
- 3. Curriculum and Extra Curricular Committee – Tuesday, April 7, 2015 – 6:30 p.m.
- 4. Business and Operations Committee – Tuesday, April 7, 2015  
– Upon Completion of the Curriculum & Extra-Curricular Committee Meeting

- B. Regular School Board Meeting – Tuesday, April 21, 2015 – 7:00 p.m.

- XVI. ADJOURNMENT