

**UPPER ADAMS SCHOOL DISTRICT
BIGLERVILLE, PENNSYLVANIA
REGULAR BOARD MEETING
SCHOOL BOARD
TUESDAY, February 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, January 20, 2015 – (pages 2.1-2.7)
- VI. RECOGNITION OF DELEGATIONS
 - A. Recognition of the Biglerville High School Marching Band participants and staff for their achievement earning the Tournament of Bands Group I Open, Atlantic Coast Championship for 2014. (held prior to the regular School Board meeting at the 6:30 p.m. Study Session)
- VII. CORRESPONDENCE – President – Elaine Jones
 - A. No items
- VIII. TREASURER’S REPORT – Richard Crouse
 - A. Financial Report Ending January 31, 2015 – (page 3.1)
 - B. Revenue Budget Report Ending January 31, 2015 – (page 3.2)
 - C. Expenditure Budget Report Ending January 31, 2015 - (page 3.3)
 - D. Cafeteria Report Ending January 31, 2015 – not available at time of meeting
 - E. Student Council Sub Accounts January 31, 2015 – (page 3.4)
 - F. Student Accounts Report January 31, 2015 – (page 3.5)
 - G. Principal’s Account January 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 adopt the 2015-2016 Preliminary Proposed Budget.
 - b. **Recommend approval** to grant permission for the Upper Adams School District to seek referendum exceptions to be used only as a last resort.

- c. ****Recommend approval** to accept the bid of Chartwells as the Food Services Management Company for the 2015-2016 school year and to authorize the Administration of the UASD to take all necessary steps to finalize the food service contract and secure the permission of PDE.
- d. ****Recommend approval** to authorize the Administration of the UASD to negotiate and prepare a draft contract for future board approval with Aramark as the Maintenance, Custodial and Grounds Management Company for the 2015-2016 school year.

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 accept the retirement of Kim Johnson, 5th Grade Teacher, Arendtsville Elementary School effective the end of the 2014-2015 school year.
- 2). ****Recommend approval** to post and advertise for Elementary Teachers as needed.
- 3). **Recommend approval** to accept the retirement of Susan Pelc, Literacy Coach, Biglerville Elementary School effective the end of the 2014-2015 school year.
- 4). ****Recommend approval** to post and advertise for a Literacy Coach as needed.
- 5). ****Recommend approval** to accept the retirement of Frances Rohrer, ESL Teacher, Arendtsville Elementary School effective the end of the 2014-2015 school year.
- 6). ****Recommend approval** to post and advertise for an ESL Teacher as needed.
- 7). **Recommend approval** to add the following individuals to the Teacher Substitute List:
 - a). Katie Wantz, Non-Traditional, retroactive to January 28, 2015
 - b). Marybeth Norton, Non-Traditional, retroactive to January 28, 2015
 - c). Kari Dillman, Non-Traditional, retroactive to February 3, 2015
 - d). ****Kelsey Hoffman**, Traditional, retroactive to February 6, 2015

c. *CLASSIFIED*

- 1). **Recommend approval** for leave without pay for Connie Myers, Secretary, Biglerville High School, April 13-24, 2015.
- 2). **Recommend approval** to increase hours for Amanda Wicker, Instructional Assistant, Biglerville Elementary School from 3.5 hours to 5.75 hours, effective January 28, 2015.
- 3). **Recommend approval** to increase hours for Lori Vaughn, Instructional Assistant, Biglerville Elementary School from 3.5 hours to 5 hours, effective January 28, 2015.
- 4). **Recommend approval** to hire Kelly Shannon, Instructional Assistant, Biglerville Elementary School 3.5 hours per day, 176 days per year, at a hourly rate of \$9.45, effective ****retroactive** to February 13, 2015.
- 5). ****Recommend approval** to hire Michelle Zimmerman, Library Assistant 3.25 hours per day and Cafeteria Aide, 1.5 hours per day, 176 days per year, Bendersville Elementary School at the hourly rate of \$8.45 per hour, effective pending receipt of all required clearances and employment history reviews, replacing Alyssa Taylor.
- 6). ****Recommend approval** to hire Tiffany Hartlaub, Instructional Assistant, Bendersville Elementary School 6.25 hours per day, 176 days per year, at a hourly rate of \$9.45, effective pending receipt of all required clearances and employment history reviews, replacing Teresa Mulligan-Kinsey.

d. *SUPPLEMENTAL CONTRACTS*

- 1). Jennifer Schoffstall, Winter Play Director, Category VII, 2nd year, \$1,349.00
- 2). Kyle Flook, Winter Play Stage Co-Advisor, Category X, 4th year, **\$510.50
- 3). **Jennifer Schoffstall, Winter Play Stage Co-Advisor, Category X, 2nd year, \$485.50
- 4). Jennifer Schoffstall, Spring Play Director, Category VII, 2nd year, \$1,349.00
- 5). Kyle Flook, Spring Play Stage Advisor, Category X, 4th year, \$1,021.00

e. *OTHER*

- 1). No items
3. PROPERTY – Bill Seibert – Chairperson
 - a. No items
4. TRANSPORTATION – Bill Seibert – Chairperson
 - a. **Recommend approval** to add the following to the Substitute Driver List for Jacoby Transportation:
 - 1). Sharon Wolf

B. CURRICULUM AND EXTRA-CURRICULAR COMMITTEE REPORT

1. CURRICULUM – John Regentin – Chairperson
 - a. **Recommend approval** of the UASD Homeschool Handbook.
 - b. **Recommend approval** of the Biglerville High School Course Selection Guide for 2015-2016 school year.
 - c. **Recommend approval** of the 2015-2016 Academic Calendar with no changes with a start date of August 26, 2015. (Copies of the calendar will be available as a handout)
2. ATHLETICS – Craig Long – Chairperson
 - a. **Recommend approval** of the following Spring Coaches for the 2014-2015 school year:
 - 1). Jeff Taylor, Head Varsity Baseball, Category 1, Maximum-\$5,656.00
 - 2). Rick Byers, Assistant Varsity Baseball, Category II, Maximum-\$3,846.00
 - 3). Kyle Knouse, Assistant Varsity Baseball, ½ Category II, Maximum-\$1,923.00
 - 4). Gerald Reinhart, Assistant Varsity Baseball, ½ Category II, Maximum-\$1,923.00
 - 5). William Woodward, Head Varsity Softball, Category I, Year 1-\$4,856.00
 - 6). Alex Ramos, Head Varsity Track and Field, Category I, Year 3-\$5,256.00
 - 7). Brett Smyers, Assistant Varsity Track and Field, ½ Category II, Maximum-\$1,923.00
 - 8). Dave Cox, Assistant Varsity Track and Field, ½ Category II, Maximum-\$1,923.00
 - 9). Juanita Gardner, Head Junior High Track and Field, Category III, Maximum-\$3,224.00
 - 10). Brad Showers, Assistant Junior High Track and Field, Category IV, Maximum-\$2,828.00
 - 11). Michelle Farrell, Assistant Junior High Track and Field, Category IV, Maximum-\$2,828.00
 - 12). James Schwalm, Assistant Junior High Track and Field, Category IV, Maximum-\$2,828.00
 - 13). Philip Plank, Head Boys Varsity Tennis, Category II, Year 2-\$3,396.00
 - 14). Danielle Cramer, Head Girls Junior High Soccer, Category III, Maximum-\$3,224.00
 - 15). Jenna Showers, Assistant Girls Junior High Soccer, Category IV, Maximum-\$2,828.00
 - 16). Michael Rice, Head Boys Junior High Soccer, Category III, Year 4-\$3,099.00
 - 17). Lisa Showers, Spring Game/Equipment Manager, Category IV, Maximum-\$2,828.00

3. OTHER STUDENT ACTIVITIES – Craig Long – Chairperson

- a. No items

C. POLICY REVIEW COMMITTEE REPORT – Ron Ebbert, Chairperson

1. First Reading:

- a. No policies

2. Second Reading:

- a. Policy 210 – Use of Medications (pages 4.1-4.4)
- b. Policy 246 – Student Wellness (pages 4.5-4.8)
- c. Policy 808 – Food Services (pages 4.9-4.4.10)

D. MISCELLANEOUS AGENDA ITEMS – Elaine Jones – President

1. No items

XI. PAYMENT OF BILLS (pages 5.1-5.3)

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. ADMINISTRATORS' REPORTS

XV. ITEMS OF GENERAL INFORMATION:

A. School Board Committee Meetings:

1. Policy Committee Meeting – March 5, 2015 – 9:00 a.m.
2. Curriculum and Extra Curricular Committee – Tuesday, March 10, 2015 – 6:30 p.m.
3. Business and Operations Committee – Tuesday, March 10, 2015 –
Upon Completion of the Curriculum & Extra-Curricular Committee Meeting
4. Lions Club Teacher/Staff Appreciation Dinner – March 3, 2015 – 6:00 p.m.

B. Regular School Board Meeting – Tuesday, March 17, 2015 – 7:00 p.m.

XVI. ADJOURNMENT