

Upper Adams School District School Board Minutes
Tuesday, August 18, 2015
Administration Board Room, 7:00pm

Call to Order:

The Upper Adams School Board of Directors met on Tuesday August 18, 2015 in the Administration Office. The meeting opened with the Pledge of Allegiance, followed by a moment of silence. . Following the planning meeting, the board of directors was called to order at 7:05 p.m. by Mrs. Elaine Jones, President, Board of Directors.

The following directors were present: Mrs. Elaine Jones, Board President, Mr. Ronald Ebbert, Mr. Christopher Fee, Mr. James Rutkowski, Mr. William Seibert, and Mrs. Victoria Solberg. Members absent: Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin, Vice-President.

Also present: Dr. Wesley Doll, Superintendent; Mrs. Belinda Wallen, Business Administrator/Board Secretary; Mr. Joe Albin, Director of Curriculum, Dr. Anne Corwell, Director of Student Services, Mr. Jim VanDyke, Technology Director, Mrs. Tina Fair, Human Resources, Mrs. Beth Graham, BHS, Mr. Dave Zinn, UAMS, Jamie Kerstetter, Biglerville Elementary Principal, Sonia Buckley, Arendtsville Acting Principal, Tom Wilson, Charles Stump, Jim Hale, Gettysburg Times

1. **Approval Of Minutes**

- a. Motion by Mr. Ronald Ebbert, seconded by Mr. Christopher Fee that the school board approve the minutes of the Regular Board Meeting July 14, 2015. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

2. **Recognition of Delegates**

- a. No items to report

3. **Correspondence**

- a. Public Comment - Mr. Chuck Stump addressed the Board of Directors with concerns on the Act 93 agreement recently approved and participation in the budget preparation for 2016/2017 with suggestions to look into a zero based budget approach. Mrs. Elaine Jones thanked Mr. Stump, indicated that the Board will take remarks under advisement and report back.

4. **Treasurer's Report**

- a. Motion by Mr. Ronald Ebbert, seconded by Mr. William Seibert that the school board approve the Treasurers, and Financial Reports ending July 31, 2015 as listed. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

5. **Reports**

- a. Legislative/PSBA report handout provided by Mr. Christopher Fee/James Rutkowski
- b. No FRN report provided

- c. LIU Board Report - Dr. Doll provided update to LIU's recent county loss as Mr. Pegro worked 17 years with student leaderships for 19 counties; Dr. Doll announced the newly elected LIU Board members; reconfiguration of alternative ed for disruptive youth now Behavioral support, next LIU meeting September 1, 2015 at 7pm.
- d. Federal programs - Dr. Anne Corwell announced upcoming federal program conference September 19 and UA federal audit is next year.
- e. Cumberland Perry AVTS - Mr. William Seibert announces there was no meeting for July and August.
- f. Fund Advisory Board Report - In the absence of Mr. Richard Crouse, Mrs. Belinda Wallen, reported the financial status of the Canner Fund for meeting held August 18, 2015.
- g. Superintendent report included first day, back to school breakfast in-service with focus on "one family for the students", facility updates, bus schedules, BHS roof project, parking lot renovations, concerns on 5th grade move-ins with enrollments in need of monitoring, and PSSA scores with the dip in scores statewide.

6. **Committee Reports and Action Items**

A. Business and Operations Committee

1. Finance

- a. Motion by Mr. Ronald Ebbert, seconded by Mr. William Seibert that the school board approve the engagement of 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. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).
- b. Motion by Mr. Ronald Ebbert, seconded by Mr. William Seibert that the school board approve to enter into an agreement for a hosted financial E-service subscription between Central Susquehanna Intermediate Unit (CSIU) and Upper Adams School District. The CSIU administrative software for 2015 software implementation would be phased in beginning January, 2016. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).
- c. Motion by Mr. Ronald Ebbert, seconded by Mr. William Seibert that the school board approve 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. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).
- d. Motion by Mr. Ronald Ebbert, seconded by Mr. William Seibert that the school board approve 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. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

2. Personnel

a. Administration

- i. Motion by Mr. Christopher Fee, seconded by Mr. William Seibert that the school board approve the Superintendent's contract between Upper Adams School District School Board and Wesley T. Doll, Ed.D., for the period of July 1, 2015, through June 30, 2020. Motion carried by a roll call vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

b. Professional

- i. Motion by Mr. Christopher Fee, seconded by Mr. James Rutkowski that the school board approve the following professional motions by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin):
 - 1). To post and advertise for Behavior Intervention Teacher
 - 2). The job description for Behavior Intervention Teacher Elementary
 - 3). 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). To post and advertise for Life Skills Support Teacher, UAMS
 - 5). To hire Lisa Kuhns, 5th 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). To hire Colleen Gaston, Physical Education Teacher, Biglerville Elementary School, Master year, replacing Deborah Yargar
 - 7). To accept the resignation of Bryan Dewease, Learning Support Teacher, Biglerville High School, effective August 1, 2015.
 - 8). To post and advertise for a Learning Support Teacher.
 - 9). To reassign Melissa Nagode, Life Skills Support Teacher, Upper Adams Middle School, Masters Step 1, \$46,411.00, effective the start of the 2015 school year, replacing Chris Sparks.
 - 10). To hire Tonya Keyser, Behavior Intervention Teacher Arendtsville, Bendersville and Biglerville Elementary, Master's +30, Step 1, \$48,411.00, effective the start of the 2015-2106 school year.

The position of Behavior Intervention Specialist is funded pro-rata between the participating districts in the consortium.

c. Classified

i. Motion by Mr. Christopher Fee, seconded by Mr. William Seibert that the school board approve the following classified motions:

1. To hire Nallely 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. To post and advertise for an Instructional Assistant.
3. To re-assign Sherry Cervantes, Personal Care Aide, Biglerville Elementary School to Arendtsville Elementary School due to her student's transfer to that building.
4. To re-assign Margaret Mancuso, from Personal Assistant, UAMS, to Life Skills Instructional Assistant, Arendtsville Elementary School, 6.75 hours, 176 days (no hourly rate change), replacing Melissa Nagode.
5. To post and advertise for a Personal Assistant.

Discussion occurred on Title funding.

Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin)

d. Supplemental contracts

i. Motion by Mr. Christopher Fee, seconded by Mr. Ronald Ebbert, that the school board approve the following supplemental contracts as per the attached listing (page 4.4) for the 2015-2016 school year Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin)

e. Other

i. Motion by Mr. Christopher Fee, seconded by Mr. Ronald Ebbert, that the school board approve the following volunteers:

1. Patricia Lowin
2. Fran Rohrer
3. Kimberly Presser
4. Holly A. Walker
5. Frank Gantz
6. Todd Chase

7. Clifton Presser
8. Jane M. Piepmeier
9. Peter E. Piepmeier

10. Deborah Swackard

Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

- ii. Motion by Mr. Christopher Fee, seconded by Mr. Ronald Ebbert, that the school board approve the Classified Substitute Listing for the 2015-2016 school year as per the listing (pages. 4.5-2.6). Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

3. Property

- i) Motion by Mr. William Seibert, seconded by Mr. Christopher Fee, that the school board grant approval on the following property motions:
 1. 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.
 2. 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.
 3. The Infrared Survey of all flat roofs at the Secondary Campus by Infrared Predictive Surveys, Inc. at a cost of \$2,095.00.Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

4. Transportation

- i. Motion by Mr. William Seibert, seconded by Mr. James Rutkowski, that the school board grant approval on the following transportation motions:
 1. 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)
 2. Approval of the Bus Routes for Secondary and Elementary routes for the 2015-2016 school year as mapped by the Transportation Department.Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

B. Curriculum and Extra-Curricular Committee Report

1. Curriculum

- a. Motion by Mr. Christopher Fee, seconded by Mr. James Rutkowski that the school board grant approval of the updated Differentiated Supervision Manual to reflect the new educator effectiveness tool.
Discussion on cost involved for updating the manual.

Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

2. Athletics

- a. Motion by Mr. William Seibert, seconded by Mr. Christopher Fee, that the school board grant approval for the following 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

Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

3. Other student activities

- a. Motion by Mr. William Seibert, seconded by Mr. Christopher Fee, that the school board grant approval for the early admittance to Kindergarten for Student Number 4202 for the 2015-2016 school year. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

C. Policy review committee report

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 second reading policies

D. Miscellaneous agenda items

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1. Motion by Mrs. Elaine Jones, seconded by Mr. Ron Ebbert, that the school board grant approval of the tentative 2016 Board Meeting Calendar (page 7.1). Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin).

7. **Payment Of Bills**
 - a. Motion by Mr. Christopher Fee, seconded by Mr. Ronald Ebbert, to approve the payment of bills as per the agenda. Motion carried by a roll vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin)

8. **Old Business**
 1. No old business noted
9. **New Business**
 1. No new business noted
10. **Administrators' Report**
 1. Administrators reports and updates on activities were provided by the administrators in attendance
11. **Items of General Information**
 - A. No additional items of general information noted. The school board committee meetings are as follows:
 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.

12. **Adjournment**

Motion by Mr. Ronald Ebbert, seconded by Mr. Christopher Fee that meeting adjourned at 8:05 p.m. Motion carried by a vote of 6, "Yes", 0 "No", and 3 "Absent" (Mr. Richard Crouse, Mr. Craig Long, and Mr. John Regentin)

Respectfully Submitted,



Belinda M. Wallen
Business Administrator/Board Secretary

Acknowledged,



Mrs. Elaine Jones
Board President