

## **UPPER ADAMS SCHOOL DISTRICT BOARD MINUTES OF MAY 19, 2015**

The minutes of the regular board meeting of the Upper Adams School District Board for May 19, 2015 that was held in the District Board Room, Biglerville, Pennsylvania are as follows:

President Elaine Jones called the meeting to order at 7:12 p.m. The following people responded to roll call: Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg. Absent was: Dr. Fee, who was excused for personal reasons. Dr. Doll, Superintendent, Mr. McQuaide, School Board Solicitor and Mr. Lawrence, School Board Secretary were also present.

### **Approval of Minutes**

Mrs. Solberg made a motion, seconded by Mr. Ebbert to accept the minutes of the April 21, 2015 Regular Board Meeting. All ayes; no nays; motion carried.

### **Recognition of Delegations**

The following were recognized for their individual/group contributions to the District:

The Biglerville High School Technology Student Association Members including: Holden Bell, Patrick Cogliano, Hunter Dubbs, Kraig Freeman, Jake Grim, Morgan Kime, Zachary Kissner, Joey Moya, Baylee Robey, Bailey Strait, Cameron Tuckey, Mason Unger and Advisor, Robert Dwyer.

The local farmers who nominated the Upper Adams School District for the 2014 America's Farmers Grow Rural Education Award including: Cristina Lobaugh, Vincent Lobaugh, Carl and Ashly Wilkinson and Ed and Tina Wilkinson.

The Penn State University Fruit Research and Extension Center Student Interns and the scientists from the Penn State University Lab who served as mentors during the 2014-2015 school year including: Julianna Brooks, Dalton Brough, Katarina Johnson, Zachary Rahn, Catherine Thomas and Mason Unger. The mentors are Greg Krawczyk, Ph.D., Kari Peter, Ph.D., and James Schupp, Ph.D.

Each was given a certificate of achievement that was read aloud by Ms. Jones and a pin or pride was distributed to each by Dr. Doll.

### **Correspondence** - None

### **Treasurer's Report**

Mr. Crouse presented the Financial Report, the Revenue Budget Report and the Expenditure Budget Report for the period ending April 30, 2015, the Cafeteria Report for the period ending April 30, 2015 as well as the Student Account Report, the Student Council Sub Accounts Report and the Principals' Account Report for the period ending April 30, 2015, making a motion to accept the Treasurer's Report. Mr. Long seconded the motion. All ayes; no nays; motion carried.

## **Reports**

Legislative Report/PSBA Report – Mr. Rutkowski commented on the different yet similar pension reform bills that are in different steps of the process. The Senate Bill 1 has been passed along party lines and will move on to the House. Meanwhile the House Bill 727 is similar and is under review and has not been voted on yet. House Bill 504 deals with property tax reform, and increases from sales and personal income taxes will fund a dollar for dollar decrease in property taxes. The governor supports HB 504. Senate Bill 6 concerns School Takeover and PSBA opposes this bill. HB 210 addresses PlanCon Reform and passed. It will now move on to Senate for concurrence.

FRN Report – Ms. Jones reported that NSBA is encouraging all to support the re-authorization of ESEA without cutting any more funding to education. She distributed a sample letter to contact Representative Scott Perry on this issue.

LIU Board Report – None

Federal Programs – Dr. Corwell stated that the 2015-2016 allocations were received and while Title II and Title III funding will stay the same, funding for Title I will decrease by 4.2%.

CP-AVTS Report – Mr. Seibert informed everyone that the name of the school will not change. Summer Academy begins on June 10, 2015 and Middle School Career Camp will run from June 11 through June 12, 2015.

Fund Advisory Board Report – Mr. Crouse said that the next meeting is slated for May 27, 2015.

Superintendent's Report – Dr. Doll handed out the Monthly Enrollment Report and talked about all of the activities that are going on at this time of year. Graduation will be held on May 29, 2015. Teacher In-service will occur on June 1, 2015. The End-of-Year Recognition of Employees is scheduled for June 2, 2015.

## **Finance Committee Report**

Mr. Crouse made a motion, seconded by Mr. Long to turn over Delinquent 2014-2015 Per Capital Taxes to J.P. Harris; to turn over Delinquent 2014-2015 Real Estate Taxes to the Adams County Tax Claim Bureau; to approve the Tax Exonerations for 2014-2015; to appoint Boyer and Ritter as Independent Auditors for the 2015-2016 school year and to appoint PNC as the District's Depository Bank for the 2015-2016 school year. All ayes; no nays; motion carried

Mr. Crouse made a motion, seconded by Mr. Seibert to appoint Robert McQuaide as the District's Solicitor for the 2015-2016 school year and to appoint Stock & Leader as the District's Special Education Attorneys for the 2015-2016 school year. All ayes; no nays; motion carried

Mr. Crouse made a motion, seconded by Mr. Regentin to appoint Richard Crouse as Treasurer of the School Board for the 2015-2016 school year. All ayes; no nays; motion carried

Mr. Crouse made a motion, seconded by Mrs. Solberg to approve the 2015 Homestead and Farmstead Exclusion Resolution as per the attached. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Crouse made a motion, seconded by Mr. Long to approve the tentative adoption of the UASD Operating Budget for 2015-2016 as attached. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Crouse made a motion, seconded by Mr. Seibert to approve the contract with Source4Teachers for the district substitutes for the 2015-2016 school year as per the contracted agreement with Source4Teachers. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Crouse made a motion, seconded by Mrs. Solberg to accept Plancon Part K: Project Refinancing for materials as submitted and approved by PDE for Project Number 15-3392 as per the attached. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Crouse made a motion, seconded by Mr. Regentin to approve the annual Capital Area Intermediate Unit (IU #15) PowerSchool Support Agreement. The agreement is not to exceed \$21,000.00 and includes the hosting of the Student Information System, Support & Technical Assistance, and a minimum of nine training opportunities along with significant discounts to PowerSchool Academies and networking opportunities. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Crouse made a motion, seconded by Mr. Regentin to approve the three year contract with G-Force Investigations, LLC, for security services at athletic events held at Biglerville High School for 2015-2016, 2016-2017 and 2017-2018 school years as per the contracted agreement with G-Force Investigations, LLC. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

### **Personnel Committee Report**

*Approvals to hire the following personnel are pending receipt of the following:*

- 1. Current Act 151, Act 34 and Act 114 clearances*
- 2. A negative TB test*
- 3. School Personnel Health Record*
- 4. A copy of their PA Certification in the area of employment  
(Administrative and Professional positions only)*
- 5. A copy of college transcripts (administrative and professional positions only)*

Mr. Regentin made a motion, seconded by Mr. Crouse to approve the three-year contract to hire Belinda Wallen as the Business Administrator/Board Secretary for the Upper Adams School District at an initial annual salary of \$100,000.00 for the 2015-2016 school year. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Regentin made a motion, seconded by Mrs. Solberg to appoint Belinda Wallen as the

School Board Secretary for the 2015-2016 school year. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Regentin made a motion, seconded by Mr. Long to accept the resignation of Sarah Begashaw, ESL Teacher, Biglerville Elementary School effective the end of the 2014-2015 school year; to post and advertise for an ESL Teacher; to add Jill Harrer to the teacher substitute listing, retroactive to March 26, 2015 (correction of name spelling); to hire Erika Long, Elementary Guidance Counselor, Biglerville Elementary School effective July 1, 2015, salary to be determined according to the new teacher contract; to approve the following professional staff reassignments effective the beginning of the 2015-2016 school year:

- 1) Tara Klousnitzer – from 5<sup>th</sup> Grade Arendtsville Elementary to Learning Support, Bendersville Elementary
- 2) Ashley Brookens – from 5<sup>th</sup> Grade Bendersville Elementary to 4<sup>th</sup> Grade Bendersville Elementary
- 3) Emily Kissner – from 4<sup>th</sup> Grade Bendersville Elementary to 6<sup>th</sup> Grade Bendersville Elementary

and to add five workdays for Danielle Horner, High School Guidance, at her current per diem rate. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Regentin made a motion, seconded by Mr. Crouse to accept the resignation of Todd Payne, Maintenance Foreman, last day May 15, 2015; to add the following individuals to the classified substitute listing:

- 1) Jason Paul, retroactive to May 1, 2015
- 2) Marsha Tuckey, effective July 1, 2015

to accept the resignation of Charles Diegel, Sr., Custodian, Biglerville High School, last day May 27, 2015; to accept the resignation of Mary Gensimore, District Courier, last day May 29, 2015; to post and advertise for a District Courier and to post and advertise for an ESL Assistant/Translator utilizing Title III Funds, not to exceed 5.75 hours per day, 181 days per school year. All ayes; no nays; motion carried.

Mr. Regentin made a motion, seconded by Mr. Long to add the following individuals to the volunteer listing:

- 1) Monica Soto
- 2) Holly Lewis
- 3) Angela Bramucci
- 4) Brian Little
- 5) Stephanie Pryor
- 6) Jennifer Nelson
- 7) Lisa Tapia
- 8) Beth Gills
- 9) Melissa Bowling
- 10) Lisa Jarman

All ayes; no nays; motion carried.

## **Property Committee Report**

Mr. Seibert made a motion, seconded by Mr. Long to approve a Volunteer Stipend for Donald Irvin as a Temporary Groundskeeper in the amount of \$20.00 per hour not to exceed \$8,000.00 retroactive from April 29 – June 30, 2015. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Seibert made a motion, seconded by Mr. Long to approve the following Capital Expenditures to be purchased from M & M Heating and Cooling, LLC.

- 1) Drive Replacement RTU#4, Biglerville High School/Middle School:\$ 2,050.00
- 2) Drive Replacement hot water pump, Biglerville Elementary School: \$ 2,050.00
- 3) New Compressor for Condenser #4, Biglerville Elementary School: \$10,800.00
- 4) New Compressor RTU#6, Biglerville High School/Middle School: \$ 4,970.00

A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Seibert made a motion, seconded by Mrs. Solberg to approve the five year agreement with SimplexGrinnell for tests and inspections of alarms, extinguishers, kitchen hoods and sprinkler systems in all district buildings, \$3,042.00 per year for five years. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Seibert made a motion, seconded by Mr. Ebbert to approve the roof installation at Biglerville High School by Tremco/ Weatherproofing Technologies, Inc., at a cost of \$565,000.00 by accepting the base bids and rejecting all alternate bids. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

## **Transportation Committee Report**

Mr. Seibert made a motion, seconded by Mrs. Solberg to approve Ralph Beamer, retroactive to April 29, 2015 as a Substitute Driver for School Express and to approve Janet Althoff, upon completion of licensure, as a Substitute Driver for Weaver Transportation. All ayes; no nays; motion carried.

## **Curriculum Committee Report**

Mr. Regentin made a motion, seconded by Mr. Rutkowski to approve the 2015-2016 Professional Development (in-service) Activities as per the attached and to approve Recommend approval of the attached UASD Textbook Listing for 2015-2016. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

### **Athletics Committee Report**

Mr. Long made a motion, seconded by Mr. Seibert to approve the following Spring, 2015 Coaches:

- 1). Brett Smyers, Asst Track and Field, additional \$961.50 to current stipend. Currently approved at ½ Category II, Maximum \$1,923.00, new stipend for Spring 2015, 2,884.50.
- 2) Daniesa Lyle, Assistant Track and Field, additional \$961.50 to current stipend. Currently approved at ½ Category II, Maximum \$1,923.00, new stipend for Spring 2015, \$2,884.50

A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

### **Other Student Activities Committee Report**

Mr. Long made a motion, seconded by Mr. Ebbert to approve the 2015 Biglerville High School Graduation Listing. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Long made a motion, seconded by Mr. Seibert to approve the overnight trip for the FFA to travel to Penn State University, University Park, for the PSU FFA Activities Week and to approve the Memorandum of Understanding between the Upper Adams School District and the Biglerville Borough Police and the Pennsylvania State Police dated June 1, 2015. A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

### **Policy Review Committee Report**

The committee announced the first reading of the following policies:

- 1) Policy 000 – Board Policy/Procedure/Administrative Procedures
- 2) Policy 002 – Authority and Powers
- 3) Policy 307 – Student Teachers/Interns
- 4) Policy 808 – Food Services
- 5) Policy 808.1 – Lunch Money

Mr. Ebbert pointed out the purpose of the policies and the changes made thus far as well as the reason for those changes. He encouraged all board members to review these documents and to make the committee aware of any other changes that need to be made.

Mr. Ebbert made a motion, seconded by Mr. Long to adopt the following policies:

- 1) Policy 006 – Local Board Procedures
- 2) Policy 317.1 – Educator Misconduct
- 3) Policy 609 – Investment in District Funds
- 4) Policy 707 – Use of School Facilities
- 5) Policy 710 – Use of Facilities by Staff
- 6) Policy 806 – Child Abuse

- 7) Policy 818 – Contracted Services
- 8) Policy 903 – Public Participation in Board Meetings
- 9) Policy 916.1 – School Volunteers

A roll call vote was taken: ayes - Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

**Miscellaneous** - None

**Payment of Bills**

Mr. Crouse made a motion, seconded by Mr. Long to pay the bills with check #78117 through check #78280 inclusive. A roll call vote was taken: ayes – Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Long, Mr. Regentin, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

**Old Business** - None

**New Business** - None

**Administrators' Reports**

Mr. Albin announced the summer professional development options for teachers. Curriculum writing committees are being formed.

Mrs. Graham informed the board that Fisher Taylor was elected as an alternate for the national competition of the student leadership conference. She also gave an update on the sports programs as well as Keystone testings.

Mr. Kerstetter gave a brief synopsis of all of the activities going on at Biglerville Elementary School.

Dr. Corwell stated that she and Mr. Kerstetter met with new Kindergarten students with learning disabilities. She also reported on the status of the consortium created with Fairfield and Bermudian Springs.

**Items of General Information**

Board Committee Meetings:

**Policy Committee Meeting** – June 11, 2015 – 9:00 a.m.

**Curriculum/Extra Curricular Committee Meeting** – Tuesday, June 9, 2015 – 6:30 p.m.

**Business/Operations Committee Meeting** – Tuesday, June 9, 2015 - Upon Completion of the Curriculum/Extra Curricular Committee Meeting

**Regular School Board Meeting** – Tuesday, June 23, 2015 – 7:00 p.m.

**Adjournment**

Mr. Ebbert made a motion, seconded by Mr. Seibert to adjourn. All ayes; no nays; motion carried. Meeting adjourned at 8:42 p.m.

  
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Elaine L. Jones, Board President

  
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Michael J. Lawrence, Board Secretary