

**UPPER ADAMS SCHOOL DISTRICT  
BOARD MINUTES OF APRIL 21, 2015**

The minutes of the regular board meeting of the Upper Adams School District Board for April 21, 2015 that was held in the District Board Room, Biglerville, Pennsylvania are as follows:

President Elaine Jones called the meeting to order at 7:00 p.m. The following people responded to roll call: Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg. Absent were: Dr. Fee, Mr. Long and Mr. Regentin, who were excused for personal reasons. Dr. Doll, Superintendent, Mr. McQuaide, School Board Solicitor and Mr. Lawrence, School Board Secretary were also present.

**Approval of Minutes**

Mr. Ebbert made a motion, seconded by Mr. Seibert to accept the minutes of the March 17, 2015 Regular Board Meeting. All ayes; no nays; motion carried.

**Recognition of Delegations**

Mr. Justin Bruhn, Administrative Director of CP-AVTS distributed the annual Fact Sheet from the school, which highlighted all of the accomplishments of the students as well as showcased the various programs offered there. He then introduced Cooley Matthews, a student from UASD, who is part of the HVAC course of study. He spoke of his experiences at CP-AVTS, stating that he received an apprenticeship with McLaughlin's Refrigeration and intends to pursue full time employment with them upon graduation.

Dr. Doll recognized the following student athletes for their accomplishments, reading a customized board resolution that recognized each one's achievements and giving them a UASD Pin of Pride:

- 1) Rebecca Isaac – Basketball, Scoring 1,000 points on January 7, 2015, Career Total Points  
Scored 1,205
- 2) Robert Jones – Swimming, Placed 2<sup>nd</sup> at Districts in Breast Stroke and was a state qualifier
- 3) Nathan Newberry – Wrestling, Sectional Champion, District Champion, Regional Champion and placed 7<sup>th</sup> at PIAA State Tournament

Mr. Chuck Stump, a resident of the district, then addressed the board concerning access to board minutes as well as extended leaves of absence for board members.

**Correspondence** - None

## **Treasurer's Report**

Mr. Crouse presented the Financial Report, the Revenue Budget Report and the Expenditure Budget Report for the period ending March 31, 2015, the Cafeteria Report for the periods ending January 31, 2015 and February 28, 2015 as well as the Student Account Report, the Student Council Sub Accounts Report and the Principals' Account Report for the periods ending February 28, 2015 and March 31, 2015, making a motion to accept the Treasurer's Report. Mr. Seibert seconded the motion. All ayes; no nays; motion carried.

## **Reports**

Legislative Report/PSBA Report – Mr. Rutkowski commented on the different yet similar approaches to state pension reform that are being taken by the governor and the legislature. Interestingly enough, there are also similarities and differences on how both sides are addressing the state budget and property tax reform. Other highlights included PA House Bill 707 pertaining to the Prevailing Wage Act and, on the federal level, the Every Child Achieves Act which is an updated version of the No Child Left Behind Act.

Ms. Jones attended the PSBA Advocacy Forum and met with representatives Moul and Tallman as well as Senator Alloway. She thanked Mr. Moul for his bill on cyber school tuition and stated that the education committee is working on a bill to bring teacher negotiated contracts to the public prior to the board voting on it.

FRN Report – None

LIU Board Report – None

Federal Programs – Dr. Corwell shared that Title III Family Night will be held on March 23, 2015 at 5:45 p.m. with dinner and a speaker as well as babysitting services.

CP-AVTS Report – None

Fund Advisory Board Report – Mr. Crouse presented a financial report as of February 28, 2015 that showed the growth of the Canner Fund from its inception in 2009 of \$23,000 to \$612,000 in 2015 six years later. He reminded everyone that the deadline for acceptance of teacher grant applications in April 24, 2015.

Superintendent's Report – Dr. Doll reported that the Public Budget Presentation is now on the district website. Year-end activities are closing in: In-service training will be held on June 1, 2015. 25 retirees will be recognized on June 2, 2015.

## **Finance Committee Report**

Mr. Crouse made a motion, seconded by Mr. Seibert to submit PlanCon K for the General Obligation Notes, Series of 2015. A roll call vote was taken: ayes – Mr. Crouse, Mr. Ebbert, Ms. Jones, 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. Rutkowski made a motion, seconded by Mr. Ebbert to post and advertise for a Principal, Biglerville High School, retroactive to March 18, 2015 and to post and advertise for an Assistant Principal, Biglerville High School, retroactive to March 18, 2015. All ayes; no nays; motion carried.

Mr. Rutkowski made a motion, seconded by Mr. Seibert to approve the Job Description for the Elementary Literacy Coach; to approve leave without pay for Ashley Brookens, 5<sup>th</sup> Grade Teacher, Bendersville Elementary School, November 19, 2015, through January 18, 2016; to hire Courtney Ebersole, Guidance Counselor, 4<sup>th</sup>-6<sup>th</sup> Grade, Arendtsville Elementary School and Bendersville Elementary School effective July 1, 2015, salary to be determined according to a new teacher contract; to add the following individuals to the Teacher Substitute List:

- 1) Jill Harner, retroactive to March 26, 2015
- 2) Christopher Jones, retroactive to March 26, 2015

to transfer Lindsay Knouse from 1<sup>st</sup> Grade Teacher, Biglerville Elementary School to Literacy Coach, Biglerville Elementary School effective the start of the 2015-2016 school year; to transfer Michelle Light, from 2<sup>nd</sup> Grade Teacher to 1<sup>st</sup> Grade Teacher, Biglerville Elementary School, effective the start of the 2015-2016 school year and to approve the Elementary Classroom Teacher Job Description. A roll call vote was taken: ayes – Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

Mr. Rutkowski made a motion, seconded by Mr. Seibert to 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; to accept the resignation of Mike Mojica, Maintenance Technician, last day April 2, 2015; to accept, with regret, the retirement of Joya Sterner, Administrative Assistant, Biglerville Elementary School, last day June 30, 2015; to post and advertise for an Administrative Assistant at Biglerville Elementary School; to add the following to the Classified Substitute List:

- 1) Crystal Snyder, retroactive to 3/18/2015
- 2) Jayme Signorello, retroactive to 4/17/2015

to accept the resignation of Darrel Gillin, Groundskeeper, last day April 24, 2015 and to change the date of retirement for Sherl Shaffer, Custodian, Arendtsville Elementary School from June 30, 2015, to April 8, 2015. All ayes; no nays; motion carried.

Mr. Rutkowski made a motion, seconded by Mr. Seibert to add the following individuals to the Volunteer Listing:

- 1) Jennifer Miller

- 2) Jacqueline Pottorff
- 3) Chastity Lawrence
- 4) Laura M. Miller
- 5) JoAnn Martin
- 6) Kelly Althoff
- 7) Bobby G. Riley
- 8) Christy King
- 9) William White
- 10) Kara Cook

All ayes; no nays; motion carried.

### **Property Committee Report**

The committee declared the surplus four sewing machines from the Family and Consumer Sciences Wing of the Secondary Campus.

### **Transportation Committee Report**

Mr. Seibert made a motion, seconded by Mr. Ebbert to approve the following Substitute Drivers for School Express:

- 1) Angela Harman, retroactive to March 18, 2015
- 2) Darrell Sager
- 3) Frederick Cruse
- 4) Richard Spangler

All ayes; no nays; motion carried.

### **Curriculum Committee Report**

Mr. Rutkowski made a motion, seconded by Mrs. Solberg to approve the Upper Adams School District's Occupational Advisory Committee Members:

- 1) Curt Grim, APM Representative
- 2) John Baugher, Adams County Nursery
- 3) Kay Hollabaugh, Hollabaugh Farm Market
- 4) Mark Anderson, GVM - Equipment Sales
- 5) Jim Showers, Growers - Equipment Sales
- 6) Gary Shorb, Mechanic, Messicks
- 7) Jim Schupp, Penn State Fruit & Extension Research Center
- 8) Alesia Reese, Knouse Foods
- 9) Dave Lauer, Boyer's Nursery
- 10) Amy Musselman, Musselman's Greenhouse
- 11) Jamie Mickley, Local Fruit Grower
- 12) Jacob Irvin, Local Contractor
- 13) Ryan Irvin, Local Contractor

- 14) Vince Lobaugh, Dairy Farmer
- 15) Larry Swartz, Parent
- 16) Caleb Swartz, Student
- 17) Dee Crowder, Special Education Teacher, UASD
- 18) Michelle Miller, Vocational Agriculture Teacher
- 19) Scott Howell, Vocational Agriculture Teacher
- 20) William Seibert, Board Member
- 21) Candy Bretzman, Administrative Assistant, UASD
- 22) Wesley Doll, Superintendent, UASD
- 23) Joseph Albin, Director of Curriculum, UASD
- 24) Anne Corwell, Director of Student Services, UASD
- 25) Rich Sterner, Biglerville High School Principal
- 26) Beth Graham, Biglerville High School Acting Principal
- 27) Darlene Resh, Adams County Extension Service
- 28) Bill Tindall, Vo-Ag Teacher, Gettysburg High School
- 29) Meagan Smyers, Vo-Ag Teacher, Northern York HS

All ayes; no nays; motion carried.

#### **Athletic/Other Student Activities Committee Report**

Mr. Crouse made a motion, seconded by Mr. Seibert to approve an overnight trip to the State History Day Competition May 12-13, 2015, to present the documentary that was the Regional History Day winning submission at Millersville University, Millersville, PA, for the Western Civics Class, Margaret Elliott and Wesley Heyser, Advisors, will accompany students. A roll call vote was taken: ayes – Mr. Crouse, Mr. Ebbert, Ms. Jones, 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 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

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.

## **Miscellaneous**

At 8:07, Ms. Jones announced that an executive session should be called to discuss a disciplinary issue. The board came back into session at 8:15 p.m. Mr. Crouse made a motion, seconded by Mr. Seibert to grant a disciplinary waiver for student #267 as discussed in executive session this evening. A roll call vote was taken: ayes – Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

## **Payment of Bills**

Mr. Ebbert made a motion, seconded by Mr. Rutkowski to pay the bills with check #77956 through check #78116 inclusive. A roll call vote was taken: ayes – Mr. Crouse, Mr. Ebbert, Ms. Jones, Mr. Rutkowski, Mr. Seibert and Mrs. Solberg; nays – none; motion carried.

## **Old Business** - None

## **New Business**

Mr. Crouse stated that he attended a breakfast at the Lutheran Seminary recently where the focus was on small business entrepreneurs. Two UASD students were recognized: Julian Lopez who will be attending Georgetown University in the fall and Eleanor White who will begin her studies at Franklin and Marshall in September.

## **Administrators' Reports**

Mrs. Graham stated that both the spring play and the prom were successful. NOCTI testing is completed. The high school is now preparing for the Keystone Exams and graduation.

Mr. Albin reported that four teacher inductees have completed all requirements. He thanked all of the principals for their help during the PSSA tests. Keystone Exams are slated for next week.

Mr. Zinn gave an update on testing at UAMS. He reminded everyone about the 6<sup>th</sup> grade transition to seventh grade. Field trips are on the horizon for UAMS students, all of which will be paid by the PTO.

Mr. Kerstetter gave a brief synopsis of the field trips to be taken at Biglerville Elementary School. Students from Shippensburg University will be on campus to do some environmental science hands-on learning in May.

Mrs. Wolfe distributed stats developed by Larry Kennedy showing the athletic prowess of Bendersville Elementary School students when it comes to playing dodge ball. Visiting artists from South America will be on hand to work with students in grades 4 through 6. Color Day is scheduled for May 15, 2015 at 9:30 at Arendtsville Elementary School.

Dr. Corwell thanked the principals and guidance counselors for their help in administering the PASA and PSSA tests to our students with special needs.

**Items of General Information**

Board Committee Meetings:

**Policy Committee Meeting** – May 7, 2015 – 9:00 a.m.

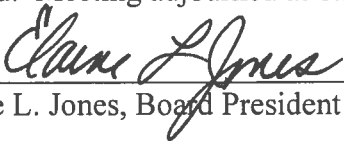
**Curriculum/Extra Curricular Committee Meeting** – Tuesday, May 5, 2015 – 6:30 p.m.

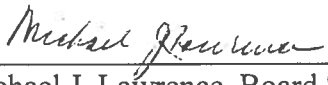
**Business/Operations Committee Meeting** – Tuesday, May 5, 2015 - Upon Completion of the Curriculum/Extra Curricular Committee Meeting

**Regular School Board Meeting** – Tuesday, May 19, 2015 – 7:00 p.m.

**Adjournment**

Mr. Crouse made a motion, seconded by Mr. Seibert to adjourn. All ayes; no nays; motion carried. Meeting adjourned at 8:34 p.m.

  
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Elaine L. Jones, Board President

  
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Michael J. Lawrence, Board Secretary