

Revised
UPPER ADAMS SCHOOL DISTRICT
BUSINESS & OPERATIONS COMMITTEE
Tuesday, October 7, 2014

I. PROPERTY—Bill Seibert

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. No items		

II. TRANSPORTATION—Bill Seibert

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. No items		

III. FINANCE—John Regentin

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Tim Potts, Carlisle School Board	Presentation	Mike Lawrence
B. Steve Flaherty, RBC Capital Markets Debt Restructuring	Presentation	Mike Lawrence
<i>C. Review 2013-2014 Annual Financial Report</i>	<i>Informational</i>	<i>Mike Lawrence</i>

IV. PERSONNEL—John Regentin

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. Retirement of Nettie Page, Administrative Assistant for Business Affairs, last day February 6, <i>2015</i>	Recommend approval	Mike Lawrence
B. Resignation of Patty McDermitt, Administrative Assistant, Bendersville Elementary School, last day October 15, 2014	Recommend approval	Ann Wolfe
<i>C. Post and advertise for an Administrative Assistant</i>	<i>Recommend approval</i>	<i>Ann Wolfe</i>
D. Job description for the Human Resources Coordinator.	Recommend approval	Wesley Doll

- | | | |
|--|--------------------|-------------|
| E. Reassign Teresa Mulligan-Kinsey from Cafeteria Aide/Library Assistant to Instructional Assistant 6.25 hrs per day, 176 days per year, at a rate of \$10.43 per hour, retroactive to September 22, 2014. | Recommend approval | Ann Wolfe |
| F. Add the following individuals to the teacher substitute listing: | Recommend approval | Wesley Doll |
| 1). Betsy Showers – Traditional | | |
| G. Add the following individuals to the volunteer listing: | Recommend approval | Wesley Doll |
| 1). Larry Coleman | | |
| 2). Briyell Bretzman | | |
| 3). Steve Snyder | | |
| 4). Crystal Snyder | | |
| 5). Karla Wolfe | | |

V. Other

<u>ITEM</u>	<u>ACTION</u>	<u>PERSON RESPONSIBLE</u>
A. No items		