

Revised
UPPER ADAMS SCHOOL DISTRICT
BIGLERVILLE, PENNSYLVANIA
REGULAR BOARD MEETING
SCHOOL BOARD
TUESDAY, October 21, 2014
7:00 PM

*Items marked ** did not go through committee meetings*

- I. CALL TO ORDER: President – Janet Schroeder
- II. PLEDGE OF ALLEGIANCE
- III. MOMENT OF SILENCE
- IV. ROLL CALL
- V. APPROVAL OF MINUTES
 - A. Regular Board Meeting, September 16, 2014 – (pages 2.1-2.5)
- VI. RECOGNITION OF DELEGATIONS
 - A. No items
- VII. CORRESPONDENCE – President – Janet Schroeder
 - A. ***Receipt of plaque that reads “On behalf of Farmers in Your Community, Upper Adams School District is granted \$10,000, Environmental Education Camp-Building Stewards of Our Environment Through Mentoring and Collaboration” from America’s Farmers Grow Rural Education, Monsanto Fund.*
- VIII. TREASURER’S REPORT – John Regentin
 - A. Financial Report Ending September 30, 2014 – (page 3.1)
 - B. Revenue Budget Report Ending September 30, 2014 – (page 3.2)
 - C. Expenditure Budget Report Ending September 30, 2014 - (page 3.3)
 - D. Cafeteria Report Ending September 30, 2014 – (pages 3.4-3.5)
 - E. Student Council Sub Accounts August 31, 2014 and September 30, 2014 – (page 3.6-3.7)
 - F. Student Accounts Report August 31, 2014 and September 30, 2014 – (page 3.8-3.9)
 - G. Principal’s Account August 31, 2014 and September 30, 2014 – (page 3.10-3.11)
- IX. REPORTS
 - A. Legislative Report/PSBA Report – Chris Fee
 - 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 – John Regentin - Chairperson
 - a. ****Recommend approval** of Budget Transfers for the 2013-2014 school year.
 - b. ****Recommend approval** to solicit an RFP (Request for Proposal) for food services operations, custodial operations and maintenance operations.
 - c. ****Information** regarding the 2015-2016 Budget Process Update

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*
- *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 add the following individuals to the teacher substitute listing:

- a). Betsy Showers – Traditional
- a.) ****Rebecca Black - Traditional**
- a). ****Mary Love - Non-Traditional**

c. *CLASSIFIED*

- 1). **Recommend approval** of the retirement of Nettie Page, Administrative Assistant for Business Affairs, last day February 6, 2015.
- 2). ****Recommend approval** to post and advertise for an Administrative Assistant for Business Affairs.
- 3). **Recommend approval** of the resignation of Patty McDermitt, Administrative Assistant, Bendersville Elementary School, last day October 15, 2014.
- 4). **Recommend approval** to post and advertise for an Administrative Assistant.
- 5). **Recommend approval** of the job description for the Human Resources Coordinator.
- 6). **Recommend approval** to 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.
- 7). ****Recommend approval** to accept the resignation of Kathy Laughman, Cafeteria Worker, Biglerville High School, last day October 14, 2014.
- 8). ****Recommend approval** to post and advertise for a Cafeteria Worker.
- 9). ****Recommend approval** to accept the resignation of Valerie Brown, Cafeteria Worker/Playground Attendant, Arendtsville Elementary School, last day October 24, 2014.
- 10). ****Recommend approval** to post and advertise for a Cafeteria Worker/Playground Attendant.
- 11). ****Recommend approval to hire Alyssa Taylor for the Cafeteria Aide/Library Assistant position, at Bendersville Elementary School, 3.25 hours per day in the library and 1.5 hours per day in the cafeteria, for 176 days per year, at a rate of \$8.45, effective date pending receipt of clearances and physical forms.**
- 12). ****Recommend approval to have Melissa Nagode complete her student teaching (previously identified as an Internship at Shippensburg University) Arendtsville Elementary School while also serving as the Instructional Aide for the Life Skills classroom.**
- 13). ****Recommend approval to add the following to the Classified Substitute List:**

- a.) ****Jeanette Showers (Nurse Asst.)**
- b.) ****Valerie Brown**

d. *SUPPLEMENTAL CONTRACTS*

- 1). No items

e. *OTHER*

1). **Recommend approval** to add the following individuals to the volunteer listing:

- a. Larry Coleman
- b. Briyell Bretzman
- c. Steve Snyder
- d. Crystal Snyder
- e. Karla Wolfe
- f. ****Gale L. Taylor**
- g. ****Heidi Clarenbach**
- h. ****Stephanie Miller**
- i. ****Rachel Asper**
- j. ****Jennifer Lobaugh**
- k. ****Dennis Cope**

3. PROPERTY – Bill Seibert – Chairperson

- a. ****Recommend approval** of the Professional Services Proposal Facility Study for the elementary schools by Crabtree, Rohrbaugh & Associates for a lump sum fee of \$6,500.00.

4. TRANSPORTATION – Bill Seibert – Chairperson

- a. ****Recommend approval of the following van drivers for School Express**

- 1.) *Lawrence Sprankle*
- 2.) *Harriet Spangler – upon receipt of all licensure*

B. CURRICULUM AND EXTRA-CURRICULAR COMMITTEE REPORT

1. CURRICULUM – Elaine Jones – Chairperson

- a. **Recommend approval** of the Memorandum of Understanding with Harrisburg Area Community College for dual enrollment.

2. ATHLETICS – Craig Long – Chairperson

- a. **Recommend approval** to add an Independent Swimming Team to the extra curricular activities.
- b. **Recommend approval** to add an Independent Indoor Track Team to the extra curricular activities.
- c. **Recommend approval** of the following Winter Coaches:
 - 1). Nathan Becker, Head Varsity Wrestling, Category I, Maximum-\$5,656.00.
 - 2). Brad Showers, Assistant Varsity Wrestling, Category II, Maximum- \$3,846.00.
 - 3). James Schwalm, Head Junior High Wrestling, Category III, Year 3-\$2,974.00.
 - 4). Sheldon Smith, Assistant Junior High Wrestling, ½ Category IV, Maximum-\$1,414.00.
 - 5). Travis Gardner, Assistant Junior High Wrestling, ½ Category IV, Maximum-\$1,414.00.
 - 6). Steve Elsier, Head Boys Varsity Basketball, Category I, Maximum-\$5,656.00.
 - 7). Ryan Johnson, Assistant Boys Varsity Basketball, Category II, Year 2-\$3,396.00.
 - 8). ****Brian Riley, Head Junior High Boys Basketball, Category III, Year 1-\$2,724.**
 - 9). Craig Johnson, Assistant Junior High Boys Basketball, Category 4, Year 1-\$2,428.00.
 - 10). ****Jeff Inch, Assistant Junior High Boys Basketball, Volunteer**
 - 11). Nathan Shaffer, Assistant Boys Varsity Basketball, Volunteer.
 - 12). Rob Moore, Head Varsity Girls Basketball, Category I, Maximum-\$5,656.00.
 - 13). Jeff Kahlbaugh, Assistant Girls Varsity Basketball, Category II, Maximum-\$3,846.00.

- 14). Lisa Lieberum, Head Varsity Winter Cheerleading, Category II, Maximum-\$3,846.00.
- 15). Julie Dinges, Head Junior High Winter Cheerleading, Category III, Year 1-\$2,724.00.
- 16). Lisa Showers, Game/Equipment Manager, Category IV, Maximum-\$2,828.00.
- 17). Sally Jones, Head Varsity Swimming Coach, Volunteer.
- 18). Michael Barndt, Indoor Track Coach, Volunteer.
- 19). Matt Concannon, Indoor Track Coach, Volunteer.

3. OTHER STUDENT ACTIVITIES – Craig Long – Chairperson

- a. **Recommend approval** for an overnight field trip for the Youth Honors Band to Greencastle-Antrim High School from November 7-8, 2014.

C. POLICY REVIEW COMMITTEE REPORT – Ron Ebbert, Chairperson

1. First Reading:

- a. Policy 123 – Interscholastic Athletics (pages 4.1-4.4)
- b. Policy 810.2 – Video Cameras on School Buses (pages 4.5-4.7)
- c. Policy 313 – Evaluation of Administrative Employees (pages 4.8)
- d. Policy 413 – Professional Employees-Evaluation of Temporary Professional and Professional Employees (pages 4.9-4.13)
- e. Policy 512 – Evaluation of Classified Employees-This policy will become Policy 513 after board approval. (pages 4.14-4.15)

2. Second Reading:

- a. Policy 610 – Purchases Subject To Bid (pages 4.16-4.18)
- b. Policy 611 – Purchases Budgeted (pages 4.19)
- c. Policy 701 – Facilities Planning (pages 4.20-4.21)

D. MISCELLANEOUS AGENDA ITEMS – Janet Schroeder – President

1. ****Recommend approval** to accept the *retirement* of Janet Schroeder, President, of the UASD School Board effective November 30, 2014.

- XI. PAYMENT OF BILLS (pages 5.1-5.5)
- XII. OLD BUSINESS
- XIII. NEW BUSINESS
- XIV. ADMINISTRATORS' REPORTS
- XV. ITEMS OF GENERAL INFORMATION:

A. School Board Committee Meetings:

1. Policy Committee Meeting – November 6, 2014 – 9:00 a.m.
2. Curriculum and Extra Curricular Committee – Tuesday, November 4, 2014 – 6:30 p.m.
3. Business and Operations Committee – Tuesday, November 4, 2014 – Upon Completion of the Curriculum & Extra-Curricular Committee Meeting

B. Regular School Board Meeting – Tuesday, November 18, 2014 – 7:00 p.m.

XVI. ADJOURNMENT