

# Upper Adams School District



2016 - 2017 Activities Calendar

[www.upperadams.org](http://www.upperadams.org)

Photo Credit : Cameron Tuckey

## TABLE OF CONTENTS

<b>BOARD OF DIRECTORS</b>	<b>2</b>	<b>ANNUAL PUBLIC NOTICE OF SPECIAL EDUCATION</b>	<b>26-28</b>
<b>SCHOOL DISTRICT PROFILE</b>	<b>2</b>	Annual Public Notice to Parents	
<b>MISSION STATEMENT AND VISION</b>	<b>2</b>	Services – Age 3 until School Age	
<b>SCHOOL BOARD &amp; ACADEMIC CALENDARS</b>	<b>3</b>	Programs and Services Available for Children with Disabilities	
<b>MONTHLY CALENDAR PAGES</b>	<b>4 - 16</b>	Screening	
<b>PERSONNEL DIRECTORY</b>	<b>17-21</b>	Evaluation	
District Departments	<b>17</b>	Consent	
Central Office	<b>17</b>	Individualized Education Plan (IEP) Development	
Biglerville Elementary School	<b>18</b>	Notice of Recommended Educational	
Arendtsville Elementary School	<b>19</b>	Placement / Prior Written Notice (NOREP/PWN)	
Bendersville Elementary School	<b>19</b>	Notice for Services for Protected Handicapped	
Secondary Campus	<b>20-21</b>	Students in Accordance with Section 504 and Chapter 15 Screening	
Bus Drivers/Contractors	<b>21</b>	Notice of Services for Gifted Students	
<b>PARENT TEACHER ORGANIZATIONS</b>	<b>22</b>	Screening	
<b>STUDENT CLASS OFFICERS</b>	<b>22</b>	Gifted Multidisciplinary Evaluation	
<b>WORK PERMIT INFORMATION</b>	<b>22</b>	Confidentiality of Student Information	
<b>SCHOOL BOARD SELECTED POLICIES</b>	<b>23-25</b>	Consent for Disclosure of Personally Identifiable Information	
Admission of Beginners		Summary	
District Dress & Grooming		<b>LV STOCK / GUINN UNGER</b>	<b>28</b>
Drug & Alcohol		<b>TEACHER OF EXCELLENCE AWARD</b>	
Due Process		<b>UASD STUDENT HONORS</b>	<b>28</b>
Exemption from Programs		Elementary “Walls of Fame”	
Family Educational Trips		UAMS Bringing Up Grades (BUG) Awards	
Integrated Pest Management		<b>WEATHER-RELATED SCHOOL CLOSINGS</b>	<b>29</b>
Title IX Information		<b>REGULAR SCHOOL HOURS</b>	<b>29</b>
Medication Procedure		<b>CAFETERIA MEAL COSTS &amp; FREE/REDUCED LUNCH</b>	<b>29</b>
Possession of Tobacco		<b>DISCLOSURE OF PROFESSIONAL QUALIFICATIONS</b>	<b>29</b>
Records Policy		<b>GOLDEN AGE PASSES FOR SENIOR RESIDENTS</b>	<b>29</b>
School Visitation		<b>NOTICE TO ALL LANDLORDS</b>	<b>29</b>
School Bus Passengers		<b>MARCHING BAND SCHEDULE/COMPETITIONS</b>	<b>30</b>
Bullying/Cyber Bullying		<b>UAMS/BHS SPORTS SCHEDULES AND INFORMATION</b>	<b>31</b>
Hazing			
Unlawful Harassment			
Weapons			
Student Discipline and Conduct Code			
Volunteer Clearance Requirements			
Video Camera Surveillance			
<b>SPECIALIZED PROGRAMS</b>	<b>25-26</b>		
Behavior Intervention			
College in the High School			
Upper Adams Cyber School			
English for Speakers of Other Languages (ESOL)			
Gifted Program			
Learning Support			
Special Needs Screenings & Evaluations			
Student Assistance Team Program			
Vocational Education			



The Upper Adams School District does not discriminate or deny services on the basis of sex, race, color, creed, national origin, age, or handicap in its education programs or activities nor in its employment practices.

UPPER ADAMS SCHOOL DISTRICT  
BOARD OF DIRECTORS

The Upper Adams School District utilizes the committee system to address school related issues. The Curriculum & Extra-Curricular Committee will handle all matters relative to student life at UASD (curriculum, athletics, student activities, field trips, ect.) The Business Operations Committee will handle all matters relative to the administration of the district (Finance, personnel matters, property, transportation, ect.) The Policy Committee will continue to maintain its mission of upkeep and maintenance of the policies that govern our District. For more specific meeting dates and times, refer to the monthly calendar pages. Current Upper Adams School District Board Members include:

**Elaine Jones**

President

**John Regentin**

Vice President

Personnel Chairperson

**Richard Crouse**

Treasurer

Finance Chairperson, Canner Fund

Advisory Board Liaison

**Ronald Ebbert**

Board Director

Policy Committee Chairperson

**Christopher Fee**

Board Director

Chair of Curricular, Athletic, & Student Activities

**William Seibert**

Board Director

Property & Transportation Chairperson

**Tony McNevin**

Board Director

**James Rutkowski**

Board Director

**Thomas J. Wilson III**

Board Director

UPPER ADAMS  
SCHOOL DISTRICT PROFILE

The Upper Adams School District, Adams County, Pennsylvania, includes the boroughs of Arendtsville, Bendersville, and Biglerville, and the Townships of Butler, Menallen, and part of Tyrone. Covering a geographical area of 90 square miles, its total population is approximately 10,828. (US Census, 2010 estimate).

STUDENTS

At the close of the 2015-2016 school year, there were 1679 students enrolled in the Upper Adams School District. There were a total of 868 elementary students and 811 secondary students.

EMPLOYEES

The District currently has 208 full and part time employees. There are 134 teachers, 63 support staff, and 11 administrators. Approximately 71% of the Professional staff have advanced degrees.

FINANCE

2016-2017 Local Tax Rates:

13.6655 mills Real Estate Taxes (generates \$830,719 per mill)

1.1% Earned Income Tax (generates \$2,500,000)

.5% Transfer Tax (generates \$150,000)

\$10 Occupation Privilege Tax (generates \$48,000)

\$10 Per Capita Tax for Sections 511 and 679 (generates \$33,325 for each section)

REVENUE BREAKDOWN

53% of 2016-2017 anticipated revenue comes from local sources, 43% from state sources, 1% from federal sources, and 3% is taken from the fund balance to balance the budget.

UPPER ADAMS SCHOOL DISTRICT'S MISSION:

The Upper Adams School District provides challenging and inspiring educational opportunities, empowering each student to be a responsible and productive individual.

VISION:

All students college and career ready.





161 North Main Street, Biglerville PA 17307  
Phone: 717-677-7191 / Fax: 717-677-9807

## UPPER ADAMS SCHOOL DISTRICT

www.upperadams.org

HOME OF THE CANNERS

2016

## School Board Calendar

Board Approved: August 18, 2015



161 North Main Street, Biglerville PA 17307  
Phone: 717-677-7191 / Fax: 717-677-9807

## UPPER ADAMS SCHOOL DISTRICT

www.upperadams.org

HOME OF THE CANNERS

2016-2017

## Academic Calendar

Board approved: 2/16/2016

Start Date: 8/24/2016

January 2016	February 2016	March 2016	April 2016
S M T W T F S 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May 2016	June 2016	July 2016	August 2016
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
September 2016	October 2016	November 2016	December 2016
S M T W T F S 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

### Key:

- Curriculum and Extra Curricular Committee 6:30 pm/Business and Operations Committee 7:30 pm
- Board Study/Executive Session 6:30 pm/Board Meeting 7:00 pm
- Policy Committee Meeting 9:00 am
- Board Reorganization Meeting is Scheduled December 6, 2016, at 6:30 pm Prior to Board Meeting
- Lions Club Teacher/Staff Appreciation Dinner, 5:45 p.m., social; 6:00 p.m. dinner-not scheduled for 2016
- Public Budget Meeting 6:30 p.m.

August 2016	September 2016	October 2016	November 2016
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 19, 22, 23 In-Service Days/No School for Students 24 First Day for Students	S M T W T F S 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 2, 5 Labor Day, No School 26 Mid-Marking Period	S M T W T F S 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 7 Early Dismissal 10 In-Service Day, No School for Students 28 End of Marking Period	S M T W T F S 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 22, 23 Act 80 Days, Parent/Teacher Conferences, No School for Students 24, 25 Thanksgiving, No School 28 In-Service Day, No School for Students
December 2016	January 2017	February 2017	March 2017
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2 Mid-Marking Period 23 Early Dismissal 26, 27, 28, 29, 30 Christmas, No School	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2 New Year's Day Observation, No School 12 End of Marking Period 13 Early Dismissal 16 Act 80 In-Service Day, No School for Students	S M T W T F S 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 13 Mid-Marking Period 17 No School/SNOW MAKE UP DAY 1 20 In-Service Day, No School for Students (Fruit Grower's Convention) 24 Early Dismissal	S M T W T F S 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2, 3 No School for Elementary Students Parent/Teacher Conferences (Act 80 Days for Elementary Schools) 20 End of Marking Period
April 2017	May 2017	June 2017	Student Staff Days
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 12, 13, 14, 17, 18 Easter, No School 12 SNOW MAKE UP DAY 3 13 SNOW MAKE UP DAY 4 17 SNOW MAKE UP DAY 5 18 SNOW MAKE UP DAY 2 26 Mid-Marking Period	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5 Early Dismissal 29 Memorial Day, No School 30 Early Dismissal 31 Early Dismissal/Last Day of School/End of Marking Period	S M T W T F S 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 In-Service Day/SNOW MAKE UP DAY 6	Student Staff Days August 6 9 September 20 20 October 18 20 21 November 19 20 December 17 17 January 21 21 February 18 19 March 23 23 April 15 15 May 22 22 June 0 1 Total Days 181 188

### PSSA/KEYSTONE EXAM SCHEDULE 2016-2017

- \*December 5-16, 2016 Keystone Exams: Algebra I, Biology and Literature
- \*January 9-23, 2017 Keystone Exams: Algebra I, Biology and Literature
- \*April 3-7, 2017 PSSA Grades 3-8 English Language Arts
- \*April 24-28, 2017 PSSA Grades 3-8 Mathematics
- \*May 1-5, 2017 PSSA Grades 4 and 8 Science
- \*May 8-12, 2017 PSSA Make-Up
- \*May 15-26, 2017 Keystone Exams: Algebra I, Biology and Literature
- \*July 31-August 4, 2017 Keystone Exams: Algebra I, Biology and Literature

### Key:

- First and Last Day of School for Students
- No School for Elementary Students/Parent Teacher Conferences
- Faculty In-Service Days/No School for Students
- Early Dismissal: UAMS/BHS 12:02 pm, Elementary 1:00 pm
- No School for Students/Parent Teacher Conferences for Elementary and UAMS/BHS Parent Conferences
- No School for Students or Faculty
- No School/Snow Make Up Days
- Act 80 Days
- Mid Marking Period (subject to change if needed)
- End of Marking Period (subject to change if needed)

\* The 2017 School Board Calendar will be posted on the District Website. You can find this calendar under About Us > School Board > School Board Calendar  
www.upperadams.org

# August

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 6:00pm UAMS PTO Meeting 6:30pm School Board Committee Meeting	3	4 9:00am Policy Committee Meeting	5	6
			AUGUST 2 - 6 SOUTH MOUNTAIN FAIR			
7	8	9	10 6:00pm 9th Grade Orientation 7:00pm 10-12 Grade Open House	11 6:30pm Bendersville Elementary PTA Meeting	12	13
14	15 7:00pm Band Boosters	16 12:00pm - 5:00pm Paperwork turn-in and Computer Pick-Up 7:00pm School Board Meeting	17 2:00pm - 7:00pm Paperwork turn-in and Computer Pick-Up	18 9:00am - 1:00pm Paperwork turn-in and Computer Pick-Up 4:00pm - 6:00pm Biglerville Elementary Kindergarten Open House	19 Faculty In-Service	20
21	22 Faculty In-Service 4:00-6:00pm Bendersville Elementary 4th, 5th, & 6th Meet and Greet 5:00 -6:30pm Arendtsville Elementary 4th, 5th, & 6th Meet and Greet 6:00pm Biglerville Elementary 1st Grade Back to School Night 6:30pm 7th Grade Orientation in Auditorium 7:15pm 8th Grade Open House in Auditorium	23 Faculty In-Service	24 First Day of School for Students	25	26	27
28	29 6:00pm Biglerville Elementary 2nd and 3rd Grade Back to School Night	30	31			

# September

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 9:00am Policy Committee Meeting	2 Labor Day - Holiday No School for Students or Faculty	3
4	5 Labor Day - Holiday No School for Students or Faculty/District Holiday	6 6:00pm UAMS PTO Meeting 6:30pm School Board Committee Meeting	7 UAMS/BHS Fall Pictures 4:00pm Arendtsville Elementary PTO Meeting	8 7:00-8:30pm Adams County Area College & Career Fair - Hauser Field House, Gettysburg College	9 <div>SEPTEMBER 9-16 UAMS/ BHS BOOK FAIR</div>	10
11	12	13	14 Senior Formal Yearbook Retakes	15 6:30 Bendersville Elementary PTA Meeting	16	17 6:00pm West Shore Band Competition
	SEPTEMBER 9-16 UAMS/BHS BOOK FAIR					
18	19 7:00pm Band Boosters	20 6:30pm Upper Adams Lion's Club Meeting 6:00pm Biglerville Elementary PTO Meeting 7:00pm School Board Meeting	21 8:00am Canner Fund Meeting	22 Biglerville Elementary Fall Pictures 6:15pm Drugs 101 Presentation - Open to the Public	23 Arendtsville Elementary Fall Pictures	24 6:00pm Bishop McDevitt Band Competition
25	26 Mid Marking Period	27	28 Bendersville Elementary Fall Pictures	29	30 Homecoming 7:00pm Football Game	

# October

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Homecoming Dance National Apple Harvest Festival 6:00pm Northern York Band Competition
2 National Apple Harvest Festival 6:00pm UAMS PTO Meeting	3	4 6:30pm School Board Committee Meeting	5 4:00pm Arendtsville Elementary PTO Meeting	6 9:00am Policy Committee Meeting	7 Early Dismissal for Students	8 National Apple Harvest Festival 6:00pm Mechanicsburg Band Competition
9 National Apple Harvest Festival	10 No School for Students/ Faculty In-Service	11	12	13	14 Arendtsville PTO Race For Education 7th Grade Young Men/Young Women's Leadership Conference <div>OCTOBER 14-21 BIGLERVILLE ELEMENTARY BOOK FAIR</div>	15 6:00pm Central Dauphin Band Competition
16	17	18 6:00 Biglerville Elementary PTO Meeting 6:30pm Upper Adams Lion's Club Meeting 7:00pm School Board Meeting	19 8:00am-11:15am BHS Preliminary Scholastic Aptitude Test (PSAT)	20 6:30pm Bendersville Elementary PTA Meeting 7:00pm Band Boosters	21 Biglerville PTO Race For Education UAMS/BHS Fall Picture Retakes	22 6:00pm Region Band Championships - Mechanicsburg
		OCTOBER 14-21 BIGLERVILLE ELEMENTARY PTO FALL BOOK FAIR				
23	24	25	26 8th Grade Cumberland Perry Vo-Tech Tour	27	28 End of 1st Marking Period	29
30	31					

# November

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 6:00pm UAMS PTO Meeting 6:30pm Upper Adams Lion's Club Meeting 6:30pm School Board Committee Meeting	2 4:00pm Arendtsville Elementary PTO Meeting	3 9:00am Policy Committee Meeting 6:30pm Bendersville Elementary Artist in Residence Program	4	5
6 Atlantic Coast Band Championships - Hershey 6:00pm Harlem Wizards at BHS	7	8	9	10	11	12
13	14	15 6:30pm UA Lion's Club Meeting 6:00pm Biglerville Elementary PTO Meeting 7:00pm School Board Meeting 7:00pm Band Boosters 4 - 6:30pm Canner Fund Giving Spree ASVAB - Testing (11th Grade)	16 8:00am Canner Fund Meeting	17 6:30pm Bendersville Elementary PTA Meeting	18	19
20	21 3:10-7:30pm BHS Parent/Teacher Conferences 3:30-8:00pm UAMS Parent/Teacher Conferences 4:00-7:00pm Elementary Parent/Teacher Conferences	22 Act 80 Day/No School for Students 8:00am-8:00pm UAMS Parent/Teacher Conferences 8:30am-7:30pm Elementary Parent/Teacher Conferences 8:30am-7:30pm BHS Parent/Teacher Conferences	23 Act 80 Day / No School for Students	24 Thanksgiving /No School for Students or Faculty/District Holiday	25 Thanksgiving /No School for Students or Faculty/District Holiday	26
27	28 No School for Students/Faculty In-Service	29	30			

NOVEMBER 13-19 AMERICAN EDUCATION WEEK



# December

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 9:00am Policy Committee Meeting	2 Mid Marking Period	3 District Band Tryouts - Dallastown HS
4	5	6 6:00pm UAMS PTO Meeting 6:30pm Upper Adams Lion's Club Meeting 6:30pm School Board Reorganization Meeting prior to Board Committee Meeting	7 4:00pm Arendtsville Elementary PTO Meeting 7:00pm UAMS/BHS Christmas Concert 6:30pm Canner Fund Annual Meeting	8	9	10
		DECEMBER 5-16 KEYSTONE EXAMS - ALGEBRA I, BIOLOGY, LITERATURE				
11	12	13 7:00pm Band Boosters	14 7:00pm Biglerville Elementary Holiday Program	15 7:00pm Bendersville Elementary Holiday Program	16	17
		DECEMBER 5-16 KEYSTONE EXAMS - ALGEBRA I, BIOLOGY, LITERATURE				
18	19 7:00pm Arendtsville Elementary Holiday Program(Grade 6)	20 6:00pm Biglerville Elementary PTO Meeting	21	22	23 Early Dismissal for Students	24
25 Christmas	26 No School for Students or Faculty/District Holiday	27 No School for Students or Faculty	28 No School for Students or Faculty	29 No School for Students or Faculty	30 No School for Students or Faculty/District Holiday	31

# January

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2 No School for Students or Faculty / District Holiday	3 6:00pm UAMS PTO Meeting 6:30 Upper Adams Lion's Club Meeting 6:30pm School Board Committee Meeting	4 4:00pm Arendtsville Elementary PTO Meeting	5 9:00am Policy Committee Meeting	6	7
8	9	10	11	12 End of 2nd Marking Period	13 Early Dismissal for Students	14
		JANUARY 9 - 23 KEYSTONE EXAMS - ALGEBRA I, BIOLOGY, LITERATURE				
15	16 Act 80/No School for Students /Faculty In-Service	17 6:00pm Biglerville Elementary PTO Meeting 6:30pm Upper Adams Lion's Club Meeting 7:00pm School Board Meeting 7:00pm Band Boosters	18 8:00am Canner Fund Meeting	19 6:30pm Bendersville Elementary PTO Meeting	20 Elementary Report Card Distribution	21
		JANUARY 9 - 23 KEYSTONE EXAMS - ALGEBRA I, BIOLOGY, LITERATURE				
22	23	24	25	26	27	28
	JANUARY 9 - 23 KEYSTONE EXAMS - ALGEBRA I, BIOLOGY, LITERATURE					
29	30	31				

JANUARY IS SCHOOL BOARD APPRECIATION MONTH

# February

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 4:00pm Arendtsville Elementary PTO Meeting	2 TSA Region 3 Conference 9:00am Policy Committee Meeting	3	4 2:00pm Canner Classic
5	6	7 6:00pm UAMS PTO Meeting 6:30pm Upper Adams Lion's Club Meeting 6:30pm School Board Committee Meeting	8 UAMS Spring Pictures	9	10	11
				FEBRUARY 9 - 11 DISTRICT BAND FESTIVAL - MANHEIM TWP.		
12	13 Mid Marking Period Biglerville Elementary Cultural Arts Day	14 Biglerville Elementary Cultural Arts Day	15 Arendtsville Elementary Cultural Arts Day	16 Bendersville Elementary Cultural Arts Day 6:30 Bendersville Elementary PTA Meeting	17 No School for Students/ Faculty (Snow Make-Up Day 1)	18
19 2:00pm Community Variety Show	20 Presidents Day No School for Students / Faculty In-Service Day/ District Holiday Fruit Growers Convention	21 6:00 Biglerville Elementary PTO Meeting 7:00pm School Board Meeting 7:00pm Band Boosters	22	23	24 Early Dismissal for Students County Band Festival - Biglerville	25 County Band Festival - Biglerville
			FEBRUARY 22 - MARCH 2 ARENDTSVILLE & BENDERSVILLE SPRING BOOK FAIR			
26	27	28				
	FEBRUARY 22 - MARCH 2 ARENDTSVILLE & BENDERSVILLE SPRING BOOK FAIR					

FEBRUARY 6 - 10 NATIONAL SCHOOL COUNSELING WEEK

FEBRUARY 18 - 25 NATIONAL FFA WEEK

# March

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 4:00-7:30pm Elementary Parent/Teacher Conferences	2 Act 80/No School for Elementary Students 9:00am Policy Committee Meeting 8:30am-7:30pm Elementary Parent/Teacher Conferences	3 Act 80/No School for Elementary Students Junior Achievement Real Life Program(Grades 11, 12)	4
		FEBRUARY 22 - MARCH 2 ARENDSVILLE & BENDERSVILLE SPRING BOOK FAIR				
5	6	7 6:00pm UAMS PTO Meeting 6:30pm Upper Adams Lion's Club Meeting 6:30pm School Board Committee Meeting	8 4:00pm Arendtsville Elementary PTO Meeting	9	10 BIGLERVILLE ELEMENTARY PTO SPRING BOOK FAIR	11
12	13	14 7:00pm Band Boosters	15 2015 Adams County Career Fair(10th Grade) 8:00am Canner Fund Meeting	16 Biglerville Elementary Kindergarten Registration (Evening) 6:30 Bendersville Elementary PTA Meeting	17 Biglerville Elementary Kindergarten Registration (All Day)	18
		MARCH 10-17 BIGLERVILLE ELEMENTARY PTO SPRING BOOK FAIR				
19	20 End of 3rd Marking Period	21 6:00pm Biglerville Elementary PTO Meeting 6:30pm Upper Adams Lion's Club Meeting 7:00pm School Board Meeting	22	23	24	25
26	27	28	29	30	31	

# April

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 6:00pm UAMS PTO Meeting 6:30 Upper Adams Lion's Club Meeting 6:30pm School Board Committee Meeting	5 4:00pm Arendtsville Elementary PTO Meeting	6 Junior Class Meeting With Cindy Leer 9:00am Policy Committee Meeting	7	8
		APRIL 3 - 7 PSSA ENGLISH LANGUAGE ARTS - GRADES 3 - 8				
9	10	11 6:30pm Tentative Public Budget Meeting	12 No School for Students/Faculty (Snow Make-Up Day 3)	13 No School for Students/Faculty (Snow Make-Up Day 4)	14 No School for Students/Faculty/District Holiday	15
		APRIL 15 - 18 TSA STATE CONFERENCE				
16	17 No School for Students/Faculty (Snow Make-Up Day 5)	18 No School for Students/Faculty (Snow Make-Up Day 2) 6:00pm Biglerville Elementary PTO Meeting 6:30pm Upper Adams Lion's Club Meeting 7:00pm School Board Meeting 7:00pm Band Boosters	19	20 6:30pm Bendersville Elementary PTA Meeting	21	22
23 2:00pm Spring Band Concert	24	25	26 Mid Marking Period	27 Bendersville Elementary Race for Education	28	29
		APRIL 24 - 28 PSSA MATHEMATICS - GRADES 3 AND 8				
30						

APRIL 23 - 29 ADMINISTRATIVE PROFESSIONALS WEEK



# May

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 7th Grade Field Trip to Washington DC 6:30pm School Board Committee Meeting	3	4 9:00am Policy Committee Meeting	5 Early Dismissal for Students 7:00pm BHS Prom at The Lodges at Gettysburg	6
		ENVIRONMENTAL EDUCATION CAMP GRADE 5				
		MAY 1 - 5 PSSA GRADES 4 AND 8 SCIENCE				
7	8	9 6:00pm Band Banquet	10 4:00pm Arendtsville Elementary PTO Meeting	11	12	13
		MAY 8 - 12 PSSA MAKE-UP				
14	15	16 6:00pm Biglerville Elementary PTO Meeting 7:00pm School Board Meeting	17 8:00am Canner Fund Meeting	18 6:30pm Bendersville PTA Meeting	19 9:30am - 3:00pm Color Day - Grades 4, 5, & 6	20
		MAY 15 - 26 KEYSTONE EXAMS - ALGEBRA I, BIOLOGY, LITERATURE				
21	22 6:30pm Bendersville Elementary PTA Promotion & Awards at BHS; 6th Grade Social in BHS Cafeteria	23 7:00pm Arendtsville Elementary 6th Grade Awards & Promotion	24 (Color Day Rain Date)	25 Senior Awards Program	26	27
		MAY 15 - 26 KEYSTONE EXAMS - ALGEBRA I, BIOLOGY, LITERATURE				
28	29 Memorial Day No School for Students or Faculty/ District Holiday	30 Early Dismissal for Students Baccalaureate	31 End of Fourth Marking Period Elementary Report Cards Distributed *Early Dismissal for Students/Last Day of School for Students Senior Breakfast and Class Picture *7:00pm Commencement *(Subject to Change Due to Snow Make Up Days)			

MAY 1 - 5 TEACHER APPRECIATION WEEK

# June

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 No School for Students/ Faculty In-Service (Snow Make Up Day 6) 9:00am Policy Committee Meeting	2	3
4	5	6 6:30pm School Board Committee Meeting	7	8	9	10
11	12	13	14	15	16	17
				JUNE 15 - 29 BHS SUMMER SCHOOL		
18	19 7:00pm Band Boosters	20 7:00pm School Board Meeting	21	22	23	24
	JUNE 15 - 29 BHS SUMMER SCHOOL					
25	26	27	28	29	30	
	JUNE 15 - 29 BHS SUMMER SCHOOL					

# July

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Independence Day Observed / District Offices Closed	4	5	6	7	8
9	10	11 7:00pm School Board Meeting	12	13	14	15
16	17	18	19 8:00am Canner Fund Meeting	20	21	22
23	24	25	26	27	28	29
30	31 JULY 31 - AUGUST 4 KEYSTONE EXAMS : ALGEBRA 1, BIOLOGY, AND LITERATURE					

# August

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 6:30pm School Board Committee Meeting	2	3 9:00am Policy Committee Meeting	4	5
		JULY 31 - AUGUST 4 KEYSTONE EXAMS : ALGEBRA 1, BIOLOGY, AND LITERATURE				
6	7	8	9	10	11	12
13	14	15 7:00pm School Board Meeting	16	17	18	19
20	21	22	23 Tentative First Day of School for Students	24	25	26
27	28	29	30	31		

# UPPER ADAMS SCHOOL DISTRICT - DIRECTORY

## Upper Adams School District Directory 717-677-7191

### Administrative Offices

161 North Main Street Biglerville, PA 17307

### Phone Extension

Superintendent's Office	2751
Special Education, Gifted Education, ESL Office	2701
Curriculum, Instruction, and Assessment	2751

### Administrative Services

Transportation	2711
Child Accounting	2711
Human Resources	2721

### Business Office

Tax Information	2740
Payroll	2702

### Athletics & Property Office

	2707
--	------

### Arendtsville Elementary School

136 Fohl Street Arendtsville, PA 17303	4400
--	------

### Bendersville Elementary School

137 Rampike Hill Road Bendersville, PA 17306	3300
--	------

### Biglerville Elementary School

3270 Biglerville Road Biglerville, PA 17307	5200
---	------

### Upper Adams Middle School

161 North Main Street Biglerville, PA 17307	2120
---	------

### Biglerville High School

161 North Main Street Biglerville, PA 17307	2120
---	------

[www.upperadams.org](http://www.upperadams.org)

## CENTRAL OFFICE

161 North Main Street Biglerville, PA 17307

### Administrative Office

Wesley Doll	Superintendent
Joseph Albin	Director of Curriculum, Instruction and Assessment
Candy Bretzman	Central Office Executive Assistant
Anne Corwell	Director of Student Services
Kathy Pitzer	Executive Assistant for Special Ed., Gifted Ed., and ESOL
Tina Fair	Human Resources Coordinator
Sandy Sheppard	Central Office Secretary
Cindy Steinberger	Child Accounting

### Technology Department/Transportation

Jim VanDyke	Director of Technology Services and Transportation
Danielle Cramer	Technology Systems Specialist
Cindy Steinberger	Administrative Assistant for Transportation

### Business Office

Belinda Wallen	Business Administrator/Board Secretary
Lois Swope	Administrative Assistant for Business Affairs
Teresa Mulligan-Kinsey	Business Office Administrative Assistant
Kim Cless	Food Service Coordinator

### Athletics & Property

Anthony Graham	Director of Athletics & Property
Joy Taylor	Athletics Secretary

### Aramark Employees at Upper Adams School District:

Christopher McMahon	Director of Facilities
Linda Keller	Office Manager

### Custodians

Kim Arter	Wendy Hartman
Connie Baker	James Landis
Rose Black	Laurie Patterson
Robbie Prager	Brian Richardson
Barry Clouse	Aaron Rider
Hannah Stine	Jonathan Copenheaver
Annette Fair	Bob Troutman (Sub)
Joanne Fex	Heather Matthews (Sub)
Kim Gida (Sub)	Sharon Brandt (Sub)
Nate Houser (New)	

### HVAC

Leon Graybill
Brandon Eller
Kevin Reisinger
Charles Reiter

### Master Electrician

James Leibundgut
------------------

### Maintenance/Grounds

### Plumbing

### Chartwells Employees at Upper Adams School District:

Mark Silko	Director of School Dining Services
------------	------------------------------------



# UPPER ADAMS SCHOOL DISTRICT - DIRECTORY

## Biglerville Elementary School

(Grades K-3)

**Jamie Kerstetter, Principal**

**677-5200**

### Faculty

Cynthia Kane	Lead Teacher	Colleen Rebert	3rd Grade
Caroline Bruder	Kindergarten	Brent Shambaugh	3rd Grade
Juanita Buchheister	Kindergarten	Kelly Williams	3rd Grade
Sandra Eagle	Kindergarten	Shawn Heiges	Art
Danielle Markley	Kindergarten	Marjorie Howery	Instructional Support Teacher(IST)
Linde Miller	Kindergarten	Megan Tolar	ESL
Caitlin Ogden	Kindergarten	Lisa Small	ESL
Kathleen Fair	1st Grade	Donna Johnson-Short	Gateways/Gifted
Michelle Light	1st Grade	Erika Long	Guidance Counselor
Laura Ruck	1st Grade	Nancy Miller	Learning Support
Robyn Swatsburg	1st Grade	Rebecca Sayres	Learning Support
Donna Spence	1st Grade	Laura Glassman	Library
Tammy Stuller	1st Grade	Mollie Berndt	Life Skills Support
Todd Fritz	2nd Grade	Marian Bouchard	Literacy Coach
Sandra Johnson	2nd Grade	Lindsay Knouse	Literacy Coach
Kelly Pelc	2nd Grade	Patricia Fetrow	Music
Meredith Piatt	2nd Grade	Colleen Gaston	Physical Education
Katie Sechrist	2nd Grade	Heather Then	School Nurse
Stephen Kissner	3rd Grade	Melissa McLean	School Psychologist
Kandra Long	3rd Grade		

### Support Staff

Kimberly Walker	Administrative Assistant	Kelly Shannon	Instructional Assistant
Donna Trostel	Secretary	Deborah Wallen	Instructional Assistant
Rita Lai	Computer Systems Technician	Betty Warren	Instructional Assistant
Sterling Roth	Courier / Playground Aide	Mitzi Orner	Library Assistant
Robin Brewer	Dental Hygienist	Alex Weigle	L.I.U. PPD Class
Dustine Diveley	Instructional Assistant	Diana Sterner	L.I.U. Speech Clinician
Lori Vaughn	Instructional Assistant	Alicia Aguilar	LSS Instructional Assistant
Tonya Griest	Instructional Assistant	Emily Redding	Speech Pathologist
Audrey Jakobs	Instructional Assistant		
Amanda Maue	Instructional Assistant		
Lena Mosholder	Instructional Assistant		
Amanda Wicker	Instructional Assistant		

# UPPER ADAMS SCHOOL DISTRICT - DIRECTORY

## Arendtsville Elementary School

(Grades 4 - 6)

**Sonia Buckley, Principal**

677-4300

### FACULTY

Stephanie Althoff	4th Grade
Ashly Wilkinson	4th Grade
Jesus Gomez	4th Grade
Ashley Brookens	5th Grade
Melinda Johnson	5th Grade
Shelley Kump	5th Grade
Tashia Neely	6th Grade
Megan McLean	6th Grade
Pam Shaffer	6th Grade
Nicole Koplitz	ESL (English Second Language)
Michelle Sokol	Learning Support
Judy Pitzer	Instructional Support
Aimee Haines	Life Skills
Cynthia Enanoria	Art
Colleen Smith	Library
Georgia Hollabaugh	Instrumental Music
Ann Gerlitzki	Music and Chorus
Deborah Yarger-Reed	Physical Education
Courtney Ebersole	Guidance Counselor
Donna Johnson-Short	Gateways (Gifted Program)
Emily Redding	Speech Pathologist

### SUPPORT STAFF

Sheri Tuckey	Administrative Assistant to the Principal
Andrew Mummert	Computer Assistant
Rita Lai	Computer Assistant
Kathy Smyers	Nursing Assistant
Mitzi Orner	Library Assistant
Kerry Bishop	Instructional Assistant/Cafeteria-Playground
Barbara Gillin	Instructional Assistant/Cafeteria-Playground
Sally Hurda	Instructional Assistant
Pat Lindemulder	Instructional Assistant
Melissa Nagode	Instructional Assistant/Life Skills Class

## Bendersville Elementary School

(Grades 4 - 6)

**Ann L. Wolfe, Principal**

677-3300

### FACULTY

Stephanie Himes	4th Grade
Rachel Hertzog	4th Grade
Kerry McCleaf	4th Grade
Nicole King	5th Grade
Cynthia Smith	5th Grade
Emily Kissner	6th Grade
Michelle Wilson	6th Grade
Cynthia Enanoria	Art
Kathy Anthony-Gulden	ESL/IST
Donna Johnson-Short	Gateways
Courtney Ebersole	Guidance Counselor
Georgia Hollabaugh	Instrumental Music
Kelly Kuntz	Learning Support
Tara Klousnitzer	Learning Support
Colleen Smith	Librarian/ESL
Deborah Yarger-Reed	Physical Education
Melissa McLean	School Psychologist
Melissa Butters	Speech & Language Disabilities
Ann Gerlitzki	Vocal Music
Cory Spence	Behavior Intervention
Emily Redding	Speech Pathologist
TBD	Personal Care Assistant

### SUPPORT STAFF

Brooke Roberts	Administrative Assistant to the Principal
Andrew Mummert	Computer Technician
Kim Lahman	Nurse Assistant
Jeanne Buntz	Instructional Assistant
Tamra Ney	Instructional Assistant
Amy Stewart	Instructional Assistant
Dorianne Clouse	Instructional Assistant
Sherrie Prall	Instructional Assistant
Sally Hurda	Instructional Assistant
Michelle Zimmerman	Library Assistant/Cafeteria Monitor

# UPPER ADAMS SCHOOL DISTRICT - DIRECTORY

## Upper Adams School District - Secondary Campus - Faculty

Beth Graham, Biglerville High School Principal

Dave Zinn, Upper Adams Middle School Principal

677-7191

### DEANS OF STUDENTS

Shane Brewer	UAMS
Nathan Becker	BHS
Stuart McLean	BHS

### FACULTY

Theresa Fritz	Algebra, Calculus, Trig. Teacher	Laura Young	Language Arts Teacher
Karen Peterson	Alternative Education	Brad Showers	Learning Support Teacher
James Foster	American Culture Teacher	Delicia Crowder	Learning Support Teacher
Cynthia Enanoria	Art Teacher	Jessica Shive	Learning Support Teacher
Lisa Harman	Art Teacher	Kirstie Smith	Learning Support Teacher
Stephanie Leonard	Biology Teacher	Natasha Boehner	Learning Support Teacher
Tracy Hebert	Business Education Teacher	Stacey Solesha	Learning Support Teacher
Jacalyn McAnlis	Business Education Teacher	Nicole Starner	Librarian – MS/HS
Leigh-Kathryn Smith	Business Education Teacher	Pam Carrera	Life Skills Support Teacher
Lisa Lieberum	Chemistry/Physics Teacher	Melissa Nagode	Life Skills Support Teacher
Heather Sefcheck	Driver's Education Teacher	Kara Tesoriero	Math Teacher
Rob Baust	English Teacher	James Schwalm	Math Teacher
Christine Hazlett	English Teacher	Sheldon Smith	Math Teacher
Hannah Meeson	English Teacher	Lisa Showers	Math Teacher
Mary McDannell	English Teacher	Mike Gurgul	Math/Science Teacher
Sherry Holland	ESL Teacher	Betsy Showers	Math/Science Teacher
Laura Fritz	Family and Consumer Sciences Teacher	Stephanie Staub	Math Teacher
Susan Bowerman	French Teacher	Theresa Hardman	Language Arts Teacher
Zachary Ramsey	Gifted Teacher	Sally Jones	School Nurse
Nancy Rehm	Gifted Teacher	Barbara Kistler	Science Teacher
Danielle Horner	Guidance Counselor	Jennifer Peglow	Science Teacher
Kim Jenkins	Guidance Counselor	Jeffrey Taylor	Science Teacher
Bonnie Ott	Guidance Counselor	Chris Sparks	Secondary Transition Coordinator
Ann Showers	Health and Anatomy/Physiology Teacher	Chris Berger	Social Studies Teacher
Travis O'Brien	Health and PE Teacher	Brenda Butler-Robison	Social Studies Teacher
Juanita Gardner	Health and PE Teacher	Wesley Heyser	Social Studies Teacher
Sue Kuhn	Health and PE Teacher	Alex Ramos	Spanish Teacher
Jamie Cope	Instrumental/Band Teacher	Robert Dwyer	Technology Teacher
Annie Granger	Language Arts Teacher	Steve Swartzbaugh	Vocal Music Teacher
Shana Hallinan	Language Arts Teacher	Michelle Miller	Vocational Agriculture Teacher
Margaret Elliott	World Cultures Teacher	Scott Howell	Vocational Agriculture Teacher

# UPPER ADAMS SCHOOL DISTRICT - DIRECTORY

**Upper Adams School District - Secondary Campus - Faculty**  
**Beth Graham, Biglerville High School Principal**  
**Dave Zinn, Upper Adams Middle School Principal**  
**677-7191**

## SUPPORT STAFF

Connie Myers	Administrative Assistant	Peggy Drasher	Instructional Assistant
Melissa Weidner	Secretary – Front Desk	Jaime Mickley	Instructional Assistant
Kyle Flook	Secretary – HS Office	Ruth Santino	Instructional Assistant
Kay Loose	Secretary – HS Guidance	Susan Stockman	Instructional Assistant
Joy Taylor	Secretary – Athletic	Tracy Troutman	Instructional Assistant
Leslie Callahan	Secretary – MS Guidance	Clarissa Grim	Instructional Assistant
Diane Myers	Secretary - Library	Annette Ehly	Study Hall Aide
Amy Didas	Instructional Assistant	Brett Smyers	Study Hall Aide
Carol Direnzo	Instructional Assistant		

## Bus Drivers/Contractors

Bus #	Driver	Contractor	Bus #	Driver	Contractor
1	Ed Goodman	Weaver's Bus Service	15	Jessica Fields	Weaver's Bus Service
2	Kathy Galloway	Weaver's Bus Service	18	Kim Dufford	Jacoby Transportation, Inc.
3	Matt Deardorff	Weaver's Bus Service	19	Ruth Ann Showers	Jacoby Transportation, Inc.
4	Eric Watts	Jacoby Transportation, Inc.	20	Chris McCleaf	Jacoby Transportation, Inc.
5	Beth McDannell	Jacoby Transportation, Inc.	22	Dave Reck	Jacoby Transportation, Inc.
6	Dave Rexroth	Weaver's Bus Service	23	Janet Althoff	Weaver's Bus Service
8	Vanessa Wagner Lee	Weaver's Bus Service	114	Donna Hess	Jacoby Transportation, Inc.
9	Laurie Catchings	Weaver's Bus Service			
12	Melissa Nelson	Weaver's Bus Service	Van #		
13	Joe Catchings	Weaver's Bus Service	219	Robert Proctor	Jacoby Transportation, Inc.
14	Julie South	Jacoby Transportation, Inc.	Vans		School Express, Inc.

Note to Parents/Guardians/Students: In accordance with District Policy #810, students must not be tardy to assigned bus stop. They should be at their bus stop 5 minutes prior to the bus arrival time. Bus drivers are permitted to pick up or drop off students only at the students' assigned stops.

\*\*Some of the buses are equipped with cameras. See Board Policy 816.2.

## PARENT-TEACHER ORGANIZATIONS

### Arendtsville Elementary School PTO

President	Jennifer Miller
Vice President	Donna Gano & Brenda Stoerner
Secretary	Melissa Ferguson
Treasurer	Carol Cogliano

### Bendersville Elementary School PTA

President	Erin Anglin
Vice President	Jennifer Showers
Secretary	Christy Beaston
Treasurer	Jessica Dellinger
Fundraising Chairman	Jessica Dellinger
Faculty Representative	Kathy Anthony Gulden

### Biglerville Elementary School PTO

President	Rebecca Kohler
Vice-President	Tricia Plank
Secretary	Kim Keeran
Treasurer	Lynn Garskof

## WORK PERMITS

An employment certificate/work permit is required of all persons under 18 who are doing part-time, summer, or full-time work. To apply, a parent/guardian and the student must come to the BHS office with a document showing proof of birth, such as a birth certificate, driver's license, baptismal certificate or passport. These forms may be completed anytime the BHS office is open.

## STUDENT CLASS OFFICERS

### High School Student Council (Grades 9 - 12)

Co-Advisors	Lisa Lieberum	Karen Peterson
-------------	---------------	----------------

### Middle School Student Council (Grades 7 - 8)

Co-Advisors	Barbara Kistler	Natasha Boehner
-------------	-----------------	-----------------

### Senior Class Officers (Class of 2017)

Co-Advisors	Juanita Gardner	Laura Fritz
President		Fisher Taylor
Vice-President		Jordan Woodward
Secretary	Brice Gardner	Morgan Orndorff
Treasurer		Bethany Schulteis
Historian	Mackenzie Bender	Sianna Dominguez
Fundraising	Alissa Serro	Rhaya Ramos

### Junior Class Officers (Class of 2018)

Co-Advisors	Kara Tesoriero	Kirstie Smith
President		Grace Hardy
Vice-President		Miles Hughes
Secretary		Nathaniel Gilbert
Treasurer		Jake Grim
Historian	Natalie Alvarez	Emma Fee
Fundraising		Courtney Seymore

### Sophomore Class Officers (Class of 2019)

Co-Advisors	Danielle Cramer	Kathleen Zimmerman
President		Brooke Chronister
Vice-President		Carter Tatara
Secretary		Violeta Montoya
Treasurer		Alisun Zimmerman
Historian	Samantha Schulteis	Erica King
Fundraising	Cristina Castillo	Khloe Grassmyer

### Freshman Class Officers (Class of 2020)

Co-Advisors	Theresa Hardman	Danielle Horner
President		Julia Haines
Vice-President		Sydney Trostel
Secretary		Marielena Acevedo
Treasurer		Abigail Glassmann
Historian		Berenice Morales
Fundraising		Sarah Hardy



# UPPER ADAMS SCHOOL DISTRICT SELECTED SCHOOL BOARD POLICIES

**Admission of Beginners (UASD Policy 201):** By Board policy, admission of kindergartners is limited to those who will be five (5) years of age before September 1, and admission of first graders is limited to those who will be six (6) years of age before September 1. The Board may, on the written request of a parent/guardian, admit a child who do not meet the above age criteria. That child must meet certain criteria stated in Board Policy #102. Any parent/guardian who wishes to make such a request should contact the principal of the Biglerville Elementary School as early as possible to request a packet of information and instructions. All required documentation must be submitted to the Superintendent by August 10th.

**District Dress and Grooming Policy (UASD Policy 221):** Parents and students must be mindful that dress which may be distracting to the learning process will not be tolerated. Any student violating School Board Policy 221 on Dress and Grooming will be considered insubordinate and dealt with according to the district's discipline policy. School administrators have the final responsibility for interpretation and enforcement. Additional information can be found in the Student Handbooks.

**Drug and Alcohol (UASD Policy 227):** The educational environment is disrupted by a student who, while in school or while engaged in or attending a school activity, possesses, uses, attempts to sell, distributes, or is under the influence of any of the materials mentioned in the current school policy. All students shall be encouraged to report to the Principal any person suspected of soliciting, giving, or using any narcotics, alcohol, or other health endangering compounds while on property, under school jurisdiction, or while attending school-related functions. Students who, while under the school's jurisdiction, are found to possess or use a controlled substance, alcoholic beverage or any controlled drug, shall be suspended from the school related activities for a period conforming with current school code and board policy. Police will be notified, student-parent counseling will be made available, and prescribed course of study related to the offense must be successfully completed.

**Due Process (UASD Policy 218.3):** All students have the right to speak to the building administrator concerning discipline procedures and actions. These actions may be appealed to a higher authority if the student or guardian so chooses. An informal hearing will be held for any suspensions of more than three days.

**Exemption from Programs (UASD Policy 105.2):** Parents who wish to exempt their students from any of the district's programs for religious or other reasons must notify the building administrator of the reasons, and specify in writing the portions of the program or curriculum that are in question and any religious beliefs that may apply. The Principal may exempt the student or refer the matter to the Superintendent or designee for a decision. Parents may appeal the administrative decision to the Board of School Directors.

**Family Educational Trips (UASD Policy 204.1):** The Board recognizes that family trips for educational purposes enhance and enrich the learning opportunities available for students of the Upper Adams School District. Consideration of a request by a parent or guardian to take a child on a family educational trip shall be dependent on the following conditions:

1. Educational travel is not to exceed ten (10) days during the school year, and students can only submit a Pre-arranged Absence Form two different times during one school year. A student on a trip that leaves United States soil and continues beyond ten (10) school days requires withdrawal from school and readmission upon return.
2. A Pre-arranged Absence Form must be requested from the office and returned a minimum of five (5) days in advance of the planned absence(s).
3. The student must have an attendance rate of 90% or better at the time of the request.
4. The student must be passing all classes at the time of request.
5. Any days beyond the maximum of ten (10) days permitted will be considered unexcused and

appropriate legal action may be taken.

6. The Board and administration strongly advise parents or guardians not to plan family educational trips within the first or last ten (10) school days of the school year.
7. No request will be approved for a family educational trip during administration of the state mandated assessments or during the secondary schools' end-of- course examination periods.
8. Failure to follow the procedures outlined in this policy will result in an unexcused absence.

Prior to the beginning of the trip, it shall be the responsibility of the student to initiate contact with his/her teachers to arrange for learning experiences, assignments, and/or examinations to be completed. Students returning from an approved trip must submit all work missed during his/her absence. Students will be permitted the same number of days after the absence as were originally granted for the absence to submit all course requirements issued during the absence. Teachers may grant exceptions to this "day-for-day" procedure as needed.

**Integrated Pest Management (UASD Policy 716):** The Upper Adams School District utilizes integrated pest management procedures to manage structural and landscape pests. The agents used in order to alleviate pest problems will pose the least possible hazard to people, property, and the environment. Integrated Pest Management (IPM) is the coordinated use of pest and environmental information to design and implement pest control methods that are economically, environmentally, and socially sound. IPM promotes prevention over remediation, and it advocates the integration of at least two(2) or more strategies to achieve long-term solutions. An integrated pest management decision shall consist of the following five (5) steps: Pest species identification; estimate pest populations and compare to established action thresholds; select the appropriate management tactics based on current on-site information; assess effectiveness of pest management; and keep appropriate records. When pesticide applications are scheduled in school buildings and on school grounds, the District shall provide notification in accordance with law, including: posting a pest control sign in an appropriate area; providing the pest control information sheet to all individuals working in the school building; providing required notice to all parents and guardians of school students or to a list of parents and guardians who have requested notification of individual applications of pesticides.

**Title IX Information (UASD Policies 103 & 104):** The Board declares it to be the policy of this district to provide an equal employment opportunity to all employees and an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools regardless of race, color, creed, religion, gender, sexual orientation, ancestry, national origin, or handicap/disability. The Upper Adams School District's Title IX is Wesley T. Doll, Superintendent. He can be reached at 677-7191 extension 2751, 161 North Main Street, Biglerville PA, 17307.

**Medication Procedure (UASD Policy 210):** From time to time it may be necessary to send medication to school to be taken during the school day. These medications (both prescription and non-prescription) must be given to the school nurse or designee. All prescription medications should be clearly labeled to include: 1) student's name, 2) name of physician, 3) the date of the prescription, 4) the name and telephone number of the pharmacy, 5) the name of the medication, dosage route, and frequency of administration. Whenever possible, medication schedules should be adjusted to minimize the medications that need to be taken at school. An "Administration of Medication Form" is available from the school office for Prescription and Non-prescription medicine, and the accompanying waiver must be completed and approved before medication can be given. It is important for the school to know where to get in contact with the parents should any questions arise. School district personnel may only administer non-prescription medication that is approved by a school physician. All other non-prescription medication must be accompanied by a signed note from a physician to be given during school hours. School personnel will not administer any medication without the proper forms completed.

# UPPER ADAMS SCHOOL DISTRICT SELECTED SCHOOL BOARD POLICIES

**Possession of Tobacco (UASD Policy 222):** Students are prohibited from using or possessing any tobacco products on school property or buses. Any student in violation of district policy or Act 145 of Pennsylvania is subject to a \$50 fine and court costs (usually \$75). Additionally, an ordinance passed by Biglerville Borough in May 2011 makes it a summary criminal offense for anyone under 18 years of age “to purchase, possess, deliver, transport, use and/or smoke cigarettes and/or other tobacco containing products anywhere in the Borough of Biglerville.” Violation of this ordinance will result in a \$100 fine. As Upper Adams Middle School and Biglerville High School are located in the borough of Biglerville, Students who violate this ordinance will be turned over to the Biglerville Borough Police Department.

**Records Policy (UASD Policy 236):** The purpose of the Upper Adams School District Policy on student records (UASD Policy 236) is to state current federal, Pennsylvania school law, and school district policy regulating the collection, maintenance, confidentiality, and release of information in student records that are kept by the school district. Included in this policy are parental and student rights and access to records, disclosure and non-disclosure requirements, and procedures for requesting corrections to student records. Copies of this policy are available in any school office or on the District Website. Upper Adams School District is required by law to inform parents and students annually of their right to: (a) inspect the student’s records, (b) ask the district to correct information in a student record if it is misleading or factually inaccurate, or violates the student’s privacy or other rights, (c) consent to the disclosure of the record’s identifiable information to non-privileged persons, (d) file a complaint with the U.S. Department of Education, Family Policy, Compliance in Washington, D.C. if the district has failed to comply with Family Education Rights and Privacy Act, and (e) obtain a copy of this policy. Upper Adams School District will forward student records to post-secondary institutions, school districts, or school in which a student seeks to enroll or has enrolled.

**School Visitation (UASD Policy 907):** Parents are invited and encouraged to visit the school and their student’s classes. We only ask that parents not drop by unannounced so that classroom interruptions can be avoided. All visitors are required to stop in the office to sign in and pick up a Visitor Pass.

**School Bus Passengers (UASD Policy 810):** The school day begins for students when they step off their property to wait for or board the school bus. At that point, the students are under the rules and regulations of the Upper Adams School District. The bus driver is an employee/contracted employee of the school district and, according to school law, has the right to enforce and discipline students. Continued disorderly conduct or refusal to respect the authority of the school bus driver shall be sufficient reason for the student to be denied transportation in accordance with regulations of the Upper Adams School District. Suspension of bus privileges can range from three days to one year.

**Bullying/Cyber Bullying (UASD Policy 249):** Bullying means an intentionally abusive electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting, that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantial interference with a student’s education
2. Creation of a threatening environment
3. Substantial disruption of the orderly operation of the school

Bullying, as defined in this policy, includes cyber bullying. Cyber bullying shall mean forms of verbal and psychological bullying that occur on the Internet through e-mail, instant messaging, or social media. Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student, teacher or employee of the school district by sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs). All forms of cyber bullying are unacceptable and, to the extent that such actions are disruptive of the educational process of the district, offenders shall be the subject of appropriate discipline.

**Hazing (UASD Policy 247):** The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing is defined as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a person or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition of continued membership in any organization. For purposes of this policy, student activity or organization is defined as any organization, team, club, society, or group operating under the sanction of or recognized as an organization by the district. The Board encourages students who have been subject to hazing to promptly report such incidents to the building principal. Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal. District administrators shall investigate promptly all complaints of hazing and administer appropriate discipline to any individual or student activity or organization found to be in violation of this policy. Building principals shall take such disciplinary action for violations of this policy as is appropriate and within their authority, as set forth in policy and the Code of Student Conduct. Any person who participates in conducting hazing may also be subject to criminal prosecution.

**Unlawful Harassment (UASD Policy 248):** It is the policy of the Upper Adams School District to maintain a learning environment that is free from harassment towards students, faculty, or staff. Harassment of a student consists of verbal, written, graphic, or physical conduct relating to an individual’s race, color, national origin/ethnicity, gender, disability, sexual orientation, or religion. Sexual harassment is defined as “unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal or physical conduct of a sexual nature...” It may include, but is not limited to, verbal harassment or abuse; pressure for sexual activity; repeated remarks to a person, with sexual or demeaning implications; unwelcomed touching; suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one’s grades, job, etc. A student exposed to such actions should report the incident by using the district’s complaint procedure or may complain directly to his/her building principal, guidance counselor, or other individual designated to receive such complaints. Filing of a complaint or otherwise reporting harassment will not reflect upon the individual’s status nor will it affect grades or assignments. Any student or staff member found guilty of sexual harassment shall be subject to severe disciplinary actions. False accusations will result in the same severe disciplinary actions applicable to one found guilty of sexual harassment.

**Weapons (UASD Policy 218.1):** According to Act 26 of 1995 and policy 218.1 of the Upper Adams School District, any student who possesses a weapon, look alike weapon, or hazardous substance will be subject to strict disciplinary measures. Students and parents need to be aware that those items that are not permitted on school property include, but are not limited to: any knife, cutting instrument, or cutting tool, nunchaku, firearm, shotgun, or rifle, any realistic replica of a weapon, noxious, irritating, or poisonous gases, accelerants, poisons, drugs, any other tool, implement, instrument, material, or substance capable of inflicting serious bodily injury. Any student who is determined to have brought a weapon onto school property or who is in possession of a weapon on school property shall be expelled for not less than one year, unless the Superintendent recommends discipline short of expulsion on a case-by-case basis. Any student who brings look-alike weapons or hazardous substances onto school property will be subject to disciplinary actions which may include expulsion. Any student who assists another student in any actions related to this policy will also be subject to disciplinary action which may include expulsion. Whenever a weapon, prohibited by law from being carried onto school property, is discovered, the local law enforcement officials will be notified by the Superintendent. A student may request prior, express approval from his/her building principal to bring a weapon onto school property for classroom purposes or a school function. In asking approval, the student shall make arrangements with the principal for the safe storage and transportation of the weapon. After the weapon is used for the approved purpose, it shall be removed from school property by the student by the conclusion of the school day or after the stated school function.

# UPPER ADAMS SCHOOL DISTRICT SELECTED SCHOOL BOARD POLICIES

**Student Discipline and Conduct Code (UASD Policy 218):** Board Policy number 218 states: The following disciplinary infractions shall be used for determination of suspension, placement in Alternative Education, and /or expulsion.

- Direct Disobedience, insubordination or disrespect to those in authority
- Possession, or distribution, or use of, or sale of, alcoholic beverages and/or drugs
- Offenses for possession and/or use of tobacco in any form
- Stealing
- Recurring unexcused absences or tardiness
- Vandalism
- Infractions covered under the school code not listed here
- Fighting or assaulting another person
- Profanity directed to staff members or extreme profanity in any situation
- Direct defiance of any school regulation or policy
- Endangering a person, or offenses against property
- Possession, distribution, or use of any weapon
- Harassing or threatening another person
- Arson, false alarm or terroristic threat
- Bullying/Cyber-Bullying

In order to maintain a consistent level of discipline, the School Board has endorsed provisions of the Pennsylvania School Code as outlined in Section 13-17. Every Teacher and administrator shall have the right to exercise the same authority as to conduct and behavior over students attending our schools (including the time the students are in class, going to and from school, or while attending and participating in school sponsored activities) as the parents, guardians, or persons in parental relation to such pupils may exercise over them. The circumstances of any situation will dictate the degree and type of correction that needs to be exercised.

**Volunteer Policy (UASD Policy 916.1):** All volunteers who are unsupervised or partially supervised when working with children and/or who are alone with students must have an Act 34 (criminal) clearance and an Act 151 (child abuse) clearance.

Clearances must be renewed at least every five (5) years. Some volunteers must also complete the FBI fingerprint-based Federal Criminal History Clearance unless an exemption applies. These clearances must be submitted to the building principal for review after which the applicant will receive notification of approval to serve as a volunteer. The board and administration in no way wish to discourage volunteering in our schools. In fact, we recognize the vital importance volunteers play in the everyday operation of our schools. However, our primary goal is to ensure that our students attend a school that is safe, secure, and comfortable. This policy will provide us with one more method to accomplish that goal. Please contact the building secretary for the complete policy on volunteers and information on how to obtain clearances as needed.

**Video Camera Surveillance (UASD Policy 713):** The Upper Adams School District believes that schools and school property should be safe and secure to protect individuals and their property from harm. To this end, the Board supports the controlled use of video surveillance systems in the district. The Board also believes that the privacy of individuals should be protected, and therefore, the use of video surveillance must be strictly monitored and controlled to ensure protection of individual rights and compliance with federal and state laws addressing the privacy and disclosure of student records. Cameras shall only be installed in public areas, including various district buses and vehicles, except as otherwise provided in this policy. Areas chosen for surveillance shall be in hallways, common areas within a building, parking lots, etc. Cameras shall not be positioned in areas where individuals have a legitimate right to expect privacy, i.e. washrooms, locker rooms, and staff rooms. Additionally, outside cameras shall avoid being directed towards private, non-district property. Only the appropriate administration shall have access to the surveillance equipment. In addition, law enforcement shall have access as necessary.

**NOTICE: The Policies included in the publication are selected policies of the Upper Adams School District. To review the districts policy manual in full, please visit the District's website at "<http://www.upperadams.org>". All students of the Upper Adams School District are given a Student Handbook at the start of each school year. It is the responsibility of the student and their parents/guardians to review the student handbook and abide by the rules and regulations of the Upper Adams School District.**

## UPPER ADAMS SCHOOL DISTRICT SPECIALIZED PROGRAMS

**Behavior Intervention:** The UASD Behavior Intervention Program is designed to meet the needs of at-risk students whose problematic behavior has caused them to be unsuccessful in a traditional classroom. The behavior intervention classroom provides a positive, safe, and structured learning environment that continues instruction in the student's core academic curriculum, along with added emphasis on counseling and social skills development to address the specific problem with behaviors. The smaller class size, individualized learning environment, and extra supervision is conducive to the student's improved academic and behavioral success. Successful reintegration into the regular school program at the student's appropriate grade level is the stated goal of the program. The student's improvement in self-discipline, responsibility, and interpersonal skills is essential for further education, employment, and in becoming a successful contributing member of society.

**College in the High School:** For more than 10 years, the College in High School (CHS) program at Biglerville High School has offered qualified high school students the opportunity to earn University of Pittsburgh, and York College credits during their regular school day. Students do not have to leave their school to travel to the University or the College, but are taught by adjunct faculty here in Biglerville.

BHS offers 6 credits of York College English, 6 credits of York College History, and 4 credits of Calculus from Pitt. University. BHS students can enroll in these courses at a fraction of the tuition rate set by these schools. These courses go a long way toward preparing our students for what it is like to take a college level course.

**Upper Adams Cyber School:** Upper Adams School District in collaboration with the Bridgewater Academy provides an online educational option for students in grades 4-12. Online education through the Bridgewater Academy is primarily intended for students who would otherwise enroll in an outside cyber-charter school and/or students in unique circumstances that are not conducive to a traditional school routine. Interested students who are considering this option must be self-motivated, have the support of their parents/guardians, and meet the expectations of the cyber school program. Students who meet the needed criteria could register for either our cyber school (all needed credits taken with online courses) or a hybrid version (part of the needed credits taken at our online cyber school and the other part of the credits are taken in brick and mortar schools). Interested parents should contact the administrative office for more information.

# UPPER ADAMS SCHOOL DISTRICT SPECIALIZED PROGRAMS

**English for Speakers of Other Languages (ESOL), Grades K-12:** ESOL instruction is available to meet the needs of Non-English speaking students. The Upper Adams School District provides assessment and classes for limited English speaking students.

**Gifted Program:** Gifted support provides enrichment to students who have unique needs and abilities that require programming appropriate to their potential. A wide variety of educational options are offered to develop creativity, critical thinking and reasoning, originality, and leadership skills. Students may be referred for evaluation by their parents, classroom teacher, building principal or counselor.

**Learning Support, Grades K-12:** Learning support specialist assist students who are experiencing difficulty in specific learning skills. Students identified as needing learning support may spend all or a small part of their school day in the regular classroom, depending upon the level of support necessary to help them be academically successful. Students are usually referred for evaluation at the elementary level by their parents or by the Intervention Team. At the secondary level, students are generally referred by the counseling department after an intervention period.

**Special Needs Screenings and Evaluations, Preschool-12:** Upper Adams School District in cooperation with the Lincoln Intermediate Unit provides for the screening of preschool students who may have special needs. In addition, the Upper Adams School District provides on-going screening for the purpose of identifying and following up on those students, kindergarten through grade 12, who

may have special needs. All students periodically receive vision and hearing screenings. First year students automatically receive screening for speech/language difficulties. If the results of any of these screens warrant further evaluation, parents are notified so that follow-up can be arranged. If parents, teachers, or school personnel suspect a learning problem, the district attempts to meet the student's needs through a continuum of instructional services. When this is not possible and further evaluation is warranted, a multidisciplinary evaluation is scheduled. Parents or the Intervention Team may refer the student for a multidisciplinary evaluation at any time.

**Student Assistance Team Program, Grades 7-12:** Works to help students who are at high risk of drug/alcohol use, depression, or other mental health problems. A team of specially trained faculty members, guidance counselors, administrators, and drug & alcohol/mental health professionals meets regularly to identify, intervene, and refer students in need.

**Vocational Education:** Students may elect to participate in the district's Vocational Education programs, beginning in the ninth grade. Programs are offered at Biglerville High School in the areas of Agriculture, Business, Family and Consumer Sciences, and Industrial Technology Education. Vocational education is also available via the Cumberland-Perry Area Vocational-Technical School. A variety of excellent vocational courses are provided. High school students have the option of attending Cumberland Perry AVTS for one-half of the school day.

## ANNUAL PUBLIC NOTICE OF SPECIAL EDUCATION

**Annual Public Notice to Parents:** The school district, charter school, or the intermediate unit provide special education services to residents children with disabilities who are ages three through twenty-one. The purpose of this annual notice is to describe the special education programs services that are available, the process by which each of the school entities screens and evaluates students to determine eligibility for special education services, gifted services, or Chapter 15/504 services, and information regarding the confidentiality of student educational records.

It is the responsibility of the school districts, charter schools or the intermediate to ensure that all children residing in the Commonwealth, who are in need of Special Education and related services, are identified, located, and evaluated. This responsibility is required by a federal law called the Individuals with Disabilities Education Act as amended in 2004 (IDEA 2004).

The IDEA 2004 requires each school entity to publish a notice to parents, in newspapers or other media, including the student handbook and website. To comply with the above requirement, this publication is the annual public notice for the school districts and charter schools located in the Lincoln Intermediate Unit 12.

**Services - Age 3 until School-Age:** Children age three through the age of admission to first grade are also eligible if they have developmental delays and, as a result, need special education. Developmental delay is defined as a child who is less than the age of beginners and at least 3 years of age is considered to have a developmental delay when one of the following exists: (i) The child's score, on a developmental assessment device, on an assessment instrument which yields a score in months, indicates that the child is delayed by 25% of the child's chronological age in one or more developmental areas. (ii) The child is delayed in one or more of the developmental areas, as documented by test performance of 1.5 standard deviations below the mean on standardized tests. Developmental areas include cognitive, communicative, physical, social/emotional and self-help.

Screening for preschool children is available each month at The York Learning Center (York 717-718-5902), the LIU Central Office (New Oxford 717-624-6490), and the Franklin Learning Center (Chambersburg 717-263-1732). To schedule an appointment for a screening or evaluation call one of the numbers listed above. For additional information, contact LIU #12 Preschool Office at (717)624-6575

**Programs and Services Available for Children with Disabilities:** It is the responsibility of each school district and charter school to ensure that, to the maximum extent appropriate, students with disabilities, including those in public or private institutions or the other care facilities are educated with students who are not disabled. Special classes, separate schooling or other removal of students with disabilities from the general education environment occurs only when the nature or severity of the disability is such that education in general education classes, even with the use of supplementary aids and services, cannot be achieved satisfactorily. Special Education services are provided according to the educational needs of the child, not necessarily the category of disability.

**Screening:** When school district or charter school has established and implemented procedures to locate, identify, and evaluate students suspected of having a disability. These procedures include screening activities. Screening is conducted in the student's home school unless other arrangements are necessary. Screening is a pre-evaluation/pre-referral process that occurs in regular education.

**Evaluation:** When screening indicates that a student may be a child with a disability, the school district/charter school will seek parental consent prior to conducting an evaluation. An evaluation for special education services is conducted by an evaluation team that includes the parent, teachers, and any other qualified professionals. The process must be conducted in accordance with specific time lines and must include procedural safeguard procedures.



# ANNUAL PUBLIC NOTICE OF SPECIAL EDUCATION

The evaluation process results in a written evaluation report. This report specifies a student's eligibility for the special education based on the presence of a disability and the need for specially designed instruction. The reevaluation report also makes recommendations for educational programming.

Parents who think their child may have a disability may request, at any time, that the local school district conduct an evaluation. This request should be made in writing to the contact person identified at the end of the public notice. If a parent makes an oral request for an evaluation, the school district, charter school, or intermediate unit shall provide the parent with a form for that purpose. Pre-Referral Team, Child-Study Team, or Instruction Support Team (IST) activities do not serve as a barrier to the right of a parent to request an evaluation, at any time, including prior to or during the conduct of instructional support activities.

Every public school has a procedure in place by which parents can request an evaluation. For information about the school district's procedures applicable to your child, contact the school, which your child attends. Telephone numbers and addresses for the school districts can be found at the end of this notice. Parents of preschool age children, age three through five, may request an evaluation in writing by addressing a letter as follows: Lincoln Intermediate Unit #12, P.O. Box 70, 65 Billerbeck Street, New Oxford, PA 17350. Telephone: 717-624-4616

**Consent:** School entities cannot proceed with an evaluation or reevaluation, or with the initial provision of special education and related services, without the informed written consent of the parents.

**Individualized Education Plan (IEP) Development:** Following the evaluation report, an IEP must be developed within 30 calendar days. The IEP team must include the parent(s) of a child with a disability. Other required members include at least one regular education teacher of the child (if the child is, or may be, participating in the regular education environment), at least one special education teacher, and a representative of the school district/charter school. The IEP team develops a written plan called an IEP. The IEP shall be based on the results and recommendations in the evaluation report. The parents of the child have the right to be notified of and to participate in all meets of their child's IEP team. The IEP is revised as often as circumstances warrant but at least annually.

**Notice of Recommended Educational Placement/Prior Written Notice (NOREP/PWN):** The responsible school entity must notify you in writing whenever it proposes to initiate or to change the identification, evaluation, educational program or placement of a child whenever it refuses to initiate or make a change in the identification, evaluation, educational program or placement requested by a parent.

## **Notice for Services for Protected Handicapped Students in Accordance with Section 504 and Chapter 15**

Students who are not eligible to receive special education services may qualify as protected handicapped students and therefore be protected by other federal and state laws intended to prevent discrimination. The school district or charter school must ensure that protected handicapped students have equal opportunity to participate in the school program and extracurricular activities to the maximum extent appropriate for each individual student. Section 504 covers qualified students with disabilities who

attend schools receiving federal financial assistance. To be protected under Section 504/Chapter 15, a student must be determined to: 1) have a physical or mental impairment that substantially limits one or more major life activities; 2) have a record of such impairment, or 3) be regarded as having such impairment. Section 504/Chapter 15 require that school districts or charter schools provide a free and appropriate public education (FAPE) to qualified students in their jurisdictions who have a physical or mental impairment that substantially limits one or more major life activities.

For further information on the evaluation procedures and provisions of services to protected handicapped students under 504/Chapter 15, parents should contact the school district of residence or charter school.

## **Notice of Services for Gifted Students**

While gifted is not included as one of the disabilities categories under the IDEA 2004, the Pennsylvania State Board of Education's regulations as set forth in Chapter 16, Special Education for Gifted Students, provide that gifted students are considered to be children with exceptionalities and are in need of specially designed instruction.

Under Chapter 16, each school district shall conduct public awareness activities to inform the public of gifted education services and programs and the manner by which to request these services and programs. These awareness activities shall be designed to reach parents of students enrolled in the public schools and parents of children not enrolled in public schools.

**Screening:** Chapter 16 requires that each school district shall adopt and use a system to locate and identify all students within the school district who are thought to be gifted and in need of specially designed instruction. Each school district shall determine the student's needs through a screening and evaluation process which meets the requirements of Chapter 16.

**Gifted Multidisciplinary Evaluation:** For students who are potentially gifted students, the district will take the following steps:

Conduct the Gifted Multidisciplinary Evaluation

Compile a Gifted Written Report

Convene a Gifted Individualized Education Program team meeting to determine whether the student is gifted; and,

Develop a Gifted Individualized Education Program if the student is a gifted student.

For students who are gifted and eligible for Special Education, it is not necessary for school districts to conduct separate screening and evaluations, develop separate IEPs, or use separate procedural safeguards processes to provide for a student's needs as both a gifted and eligible student.

**Confidentiality of Student Information:** All school entities maintain educational records concerning children enrolled in public school, including students with disabilities. Educational records containing personally identifiable information about or related to children with disabilities are maintained in the strictest confidentiality.



**Consent for Disclosure of Personally Identifiable Information:** Your consent, or consent of an eligible child who has reached the age of majority under State law, must be obtained before personally identifiable information is released, except as permitted under Family Education Rights and Privacy Act (FERPA). The age of majority in Pennsylvania is 21. Each participating agency must protect the confidentiality of personally identifiable information at collection, storage, disclosure, and destruction stages. One official at each participating agency must assume responsibility for ensuring the confidentiality of any personally identifiable information. Each participating agency must maintain, for public inspection, a current listing of the names and position of those employees within the agency who have access to personally identifiable information.

Complaints concerning alleged failure of a public school to comply with the confidentiality requirements of the Family Educational Rights and Privacy Act may be addressed to the United States Department of Education as follows:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S.W. ~ Washington, DC 20202-5920  
Phone 1-800-872-5327

## LV STOCK TEACHER OF EXCELLENCE AWARD WINNERS

1984-85	Pamela Tate	1994-95	Michael Bucher
1985-86	Daniel Bushman	1995-96	Jeff Taylor
1986-87	Cynthia Kane	1996-97	Jamie H. Cope
1987-88	Richard Allison	1997-98	Charlotte Bergmann
1988-89	Mary Sue Cline	1998-99	Gordon Harvey
1989-90	M. Angela Eisenhart	1999-00	Diane Fettes
1990-91	Joyce Ebbert	2000-01	Scott Howell
1991-92	Tina McGough	2001-02	Theresa Hardman
1992-93	Larry Kennedy	2002-03	Judy Pitzer
1993-94	Delmar Crum	2003-04	Denise Schnur

## LV STOCK/GUINN E. UNGER TEACHER OF EXCELLENCE AWARD (established beginning with the 2004-2005 school year)

2004-2005	- Jennifer Lobaugh	Elementary	Barbara Eppey	Secondary
2005-2006	- Patti Fetrow	Elementary	Stephen Swartzbaugh	Secondary
2006-2007	- Shane Brewer	Elementary	Stephanie Staub	Secondary
2007-2008	- Georgia Hollabaugh	Elementary	Jacki Brooks	Secondary
2008-2009	- Gayle Donharl	Elementary	Christine Hazlett	Secondary
2009-2010	- Jesus Gomez-Nieves	Elementary	Tracy Hebert	Secondary
2010-2011	- Kelly Pelc	Elementary	Amy Gorman	Secondary
2011-2012	- Colleen Smith	Elementary	Robert Baust	Secondary
2012-2013	- Kim Johnson	Elementary	Leigh-Kathryn Smith	Secondary
2013-2014	- Stephanie Althoff	Elementary	Annie Granger	Secondary
2014-2015	- Megan McLean	Elementary	Richard Henninger	Secondary
2015-2016	- Ashly Wilkinson	Elementary	Stephanie Leonard	Secondary

**Summary:** This notice is only a summary of the special education services, evaluation and screening activities, and rights and protections pertaining to children with disabilities, children thought to be disabled, and their parents. For more information or to request evaluation or screening of a public or private school child contact the responsible school entity listed below. For preschool age children, information, screenings and evaluations requested, may be obtained by contacting the Intermediate Unit. The address of the intermediate unit is as follows:

Lincoln Intermediate Unit #12  
P.O. Box 70 ~ Billerbeck Street ~ New Oxford, PA 17350  
Telephone: 717-624-4616

The public schools, intermediate unit and charter schools prohibit discrimination in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, marital status, or because a person is a disabled veteran. No preschool, elementary or secondary school pupil enrolled in a school district, intermediate unit, or charter school shall be denied equal opportunity or equal access to participate in age and program appropriate instruction or activities due to race, color, handicap, creed, national origin, marital status, or financial hardship.

## GUINN E. UNGER INNOVATIVE TEACHING PRACTICES AWARD WINNER

1993-94	Michal Witten (Secondary) Dawn Showers (Elementary)	1999-00	Lynne Smith (Secondary) Sharen Miller, Sonia Buckley, and Kathy Anthony-Gulden (Elementary)
1994-95	Michelle Miller (Secondary) Synthia Stine (Elementary)	2000-01	Theresa Fritz (Secondary) Barbara Rouzer (Elementary)
1995-96	Marcia Anderson (Secondary)	2001-02	Nancy Rehm (Secondary) Christina Godard (Elementary)
1996-97	Roger Crum (Secondary) Ann Ratay (Elementary)	2002-03	Margaret Elliott (Secondary) Majorie Howery (Elementary)
1997-98	Jane Fox (Secondary) Donna Ebersole (Elementary)	2003-04	Tim Hibbs (Secondary) Deborah Yarger-Reed and Jane Little (Elementary)
1998-99	Judy Pitzer (Elementary) Becky Davis, Lynna Wansor and Suzanne Kuhn (Secondary)		

## UASD STUDENT HONORS

**Elementary "Walls of Fame":** Each Elementary School has a "Wall of Fame" to honor students, grades K-6, who have demonstrated academic achievement, community contributions, and/or social skills. Award certificates are posted on a special bulletin board, then presented to the students.

**UAMS Bringing Up Grades (BUG) Awards:** To be eligible a student must improve one letter grade from the previous quarter in at least two core subjects. Letter grades in all other core subjects must remain the same from the previous quarter. The student must have a letter grade of "C" or higher in all core classes

## MISCELLANEOUS INFORMATION

### Weather-Related School Closings

The Upper Adams School District utilizes our district webpage, [www.upperadams.org](http://www.upperadams.org), and services provided by an electronic calling system to inform parents of school delays and closings. If you are a parent and would like to receive prerecorded notifications of school delays and/or closings, please contact your student's building secretary.

We will also continue to include the announcements of closing/delay of school over the following TV and radio stations at the earliest possible time. Similar announcements will be made in case an early dismissal is necessary. At no time should schools be telephoned for this information, as it is necessary to keep these lines open for emergencies.

**Television Stations:** Fox43, Channel 8 WGAL Lancaster, CBS Channel 21 Harrisburg, Channel 27 Harrisburg, and WITF 33.

**Radio Stations:** WGET 1320 AM and Froggy 107.7 FM, WARM 103 FM, WITF 89.5 FM, Oldies 96.1 WSBA, Bob 94.9 FM, Kiss FM 99.3, The River 97.3, and Wink 104.

### Regular School Hours

Kindergarten - Grade 6:	9:05 a.m. - 3:35 p.m.
Middle School & High School	7:50 a.m. - 2:36 p.m.

### Cafeteria Meal Costs

Elementary:	Breakfast: \$1.60	Lunch: \$2.60
Secondary:	Breakfast: \$1.85	Lunch: \$2.85
Adult:	Breakfast: ala carte	Lunch: \$3.85

Milk is \$.60 for everyone.

### Free/Reduced Meals Applications Online

Information about free/reduced meals was not determined in time for publication in the district calendar. Therefore, information about free/reduced meals will go home with students on the first day of school and will be posted on the Upper Adams School District Website at [www.upperadams.org](http://www.upperadams.org). If you have further questions, contact Kim Cless, Food Service Coordinator - [k.cless@upperadams.org](mailto:k.cless@upperadams.org).

### Disclosure of Professional Qualifications of Teachers and Paraprofessionals

Parents may request information regarding the professional qualifications of their child's teacher(s), and of paraprofessionals who provide instructional services to their children by contacting the Human Resources Office, extension 2721.

### Golden Age Passes Available to UASD Senior Residents

All Upper Adams residents age 60 and over are invited to stop by the High School Office for a Golden Age Pass. There is NO charge for this pass. These passes are an invitation to attend school activities such as plays, concerts, and sports events as guests of the district. The passes are permanent and do not need to be renewed on an annual basis.

### Pupil Records

Staff members of the Upper Adams School District respect the privacy and confidentiality of pupil records. The District is required by law to keep records of special education pupils. Teacher records include pupil worksheets, workbooks, results of informal testing, and other information of short-term importance. Supplementary records may include consent forms, assessment reports, multidisciplinary team meeting minutes, reports from outside agencies, verified teacher reports, IEPs and requests for release of information or file review. When appropriate, records, forms, rights, and notices can be provided in the native languages of various population groups in the school district. As your child is reevaluated, information is continually added to the file. According to District board policy, parents can review your child's file and challenge, in writing, the validity of any record or report and/or the maintenance of any information in the file. Only school personnel and authorized education officials are permitted to see your child's file. Any other persons must have your written approval before they are allowed to see the file, or to receive copies of information in the file. If you have questions about pupil records, contact Wesley Doll at the District Administration Office (677-7191).

### Notice to All Landlords

You are hereby notified that you are required to inform Upper Adams School District of each tenant now occupying single- and multiple-family dwelling units which you own. Within thirty (30) days of a new tenant's occupying one of your rental units, you must complete a form for each tenant and dwelling and return the completed form to the Upper Adams School District office. The securing of this form and completion thereof by you will allow us to properly identify and tax all school district residents, improve the fairness of our tax collection system, and assist the schools in planning for community needs. Thank you for your assistance. (Requirement established under Resolution. Failure to comply can result in fine and/or imprisonment.) Forms may be obtained from the Administrative Assistant in the Business Office located at 161 North Main Street, Biglerville, PA 17307, phone number 677-7191.



# Upper Adams School District Band 2016-2017 Activities Schedule



Date	Event	Time	Photo Credit
August 15, 2016	Band Boosters	7:00 PM	Deb Hurd Photography
September 17, 2016	West Shore Band Competition	6:00 PM	
September 19, 2016	Band Boosters	7:00 PM	
September 24, 2016	Bishop McDevitt Band Competition	6:00 PM	
October 1, 2016	Northern York Band Competition	6:00 PM	
October 8, 2016	Mechanicsburg Band Competition	6:00 PM	
October 15, 2016	Central Dauphin Band Competition	6:00 PM	
October 20, 2016	Band Boosters	7:00 PM	
October 22, 2016	Region Band Championships - Mechanicsburg	6:00 PM	
November 6, 2016	Atlantic Coast Band Championships - Hershey	TBD	
November 15, 2016	Band Boosters	7:00 PM	
December 3, 2016	District Band Tryouts - Dallastown HS	TBD	
December 7, 2016	Christmas Concert	7:00 PM	
December 13, 2016	Band Boosters	7:00 PM	
January 17, 2017	Band Boosters	7:00 PM	
February 4, 2017	Canner Classic	2:00 PM	
February 9-11, 2017	District Band Festival - Manheim Twp.	TBD	
February 19, 2017	Community Variety Show	2:00 PM	
February 21, 2017	Band Boosters	7:00 PM	
February 24-25, 2017	County Band Festival - Biglerville	TBD	
March 14, 2017	Band Boosters	7:00 PM	
April 18, 2017	Band Boosters	7:00 PM	
April 23, 2016	Spring Band Concert	2:00 PM	
May 9, 2017	Band Banquet	6:00 PM	
June 19, 2017	Band Boosters	7:00 PM	

## BIGLERVILLE MS/HS SPORTS SCHEDULES AND INFORMATION

The **SPORTS SCHEDULES** link is on our website at [www.upperadams.org](http://www.upperadams.org)  
click on the **Athletics** tab at the top, then **Sports Schedules**  
or

Go directly to **[www.arbiterlive.com](http://www.arbiterlive.com)**

Visit [www.upperadams.org](http://www.upperadams.org) to obtain PIAA Physical Forms. They can be found under the **Athletics** link.

Arbiterlive will provide the most recent scheduling information for our sports teams.

Visit arbiterlive to print out your sport team's schedule.

### WHEN SPORTS ARE IN-SEASON:

Use the HS Hotline daily for schedules & updates:

HOTLINE: 677-7191 (Press 1)

Updated daily when in-season

### BIGLERVILLE ATHLETICS

#### 2016-2017 ALL SEASON PASSES

ADULTS: \$50.00 STUDENTS: \$20.00

PASSES GOOD AT ALL ATHLETIC EVENTS FOR THE ENTIRE

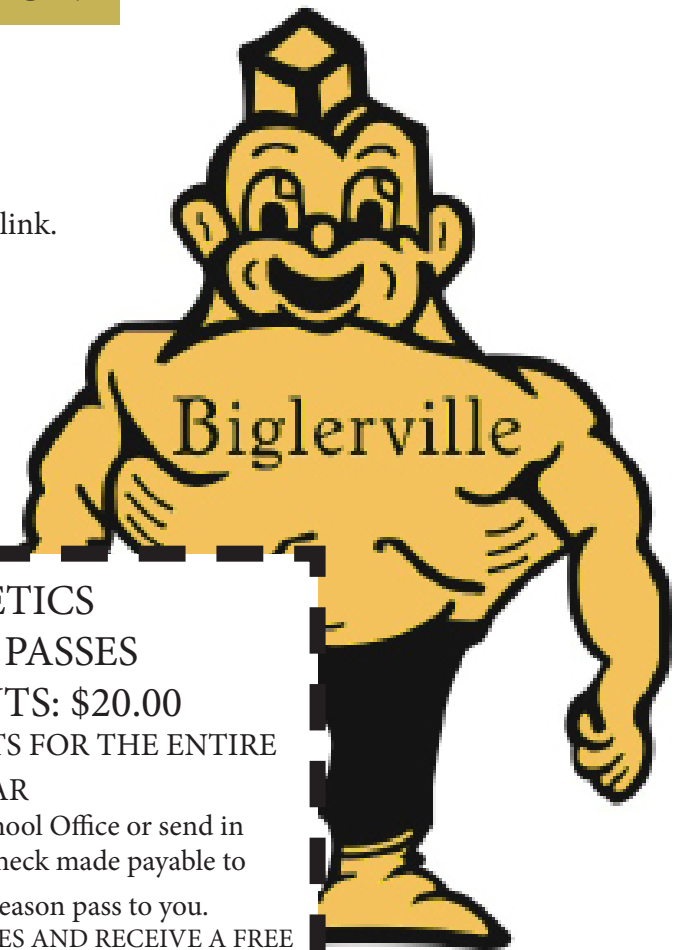
2016-2017 SCHOOL YEAR

Pick yours up today in the Biglerville High School Office or send in  
a stamped self addressed envelope with your check made payable to

Biglerville Athletics and we can mail your season pass to you.

VOLUNTEER IN OUR CONCESSION STAND 3-TIMES AND RECEIVE A FREE

ALL-SEASON PASS. IF INTERESTED, CALL HIGH SCHOOL OFFICE



### Price of Admission to Athletic Events:

**Varsity/JV Sports: \$5.00 Adults and \$3.00 Students**

Football - Girls Basketball - Boys Soccer - Wrestling - Field Hockey - Girls Soccer - Boys Basketball

# CANNERNATION