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**Derry Township School District
Board of Directors Meeting
October 8, 2018
Summary Minutes – VI**

1. OPENING ITEMS

a. Call to Order

Minutes

The meeting was called to order by Mrs. Sicher at 7:04 pm

b. Roll Call

Members in Attendance: John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Tricia Steiner, Terry Singer

Member Absent: Donna Cronin (Dr. Cronin left the meeting at 8:30 pm)

Non-Voting Members in Attendance: Joe McFarland, Mike Frentz

Staff/Public in Attendance: Dan Tredinnick, Jason Reifsnyder, , Stacy Winslow, Lee Vasiliades, Lisa Sviben-Miller, Laurie Wade, Katelyn Cocco, Mark Suminski, Colette Cocco, Mary Suminski, Paul Cocco, Richard Suminoni

c. Flag Salute

d. Approval of Board of Directors Agenda

Approval of the October 8, 2018 Derry Township School District Board of Directors Agenda.

Minutes

Following a motion by Dr. Shaw and a second by Ms. Drew the agenda for the evening's meeting was approved.

Vote Results

Yea:	9	John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	0	

2. INFORMATIONAL AND PROPOSALS

a. Students of the Month Recognition

Minutes

Ms. Wade introduced the students of the month:

- Katelyn Cocco
- Mark Suminski

b. Presentation: Safe Schools

Minutes

Mrs. Sviben-Miller provided a presentation to the Board on Safe Schools

c. President Communications

Minutes

Mrs. Sicher announced that the Board met in Executive Session prior to this meeting to discuss:

- Matters of personnel
- Agency business which, if conducted in public, would violate a lawful privilege or lead to disclosure of confidential information

d. Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda. Those who speak are asked to come to the microphone and state your name and address for the record. To provide other residents with an opportunity to speak, each speaker during the public comment portion is limited to five (5) minutes of speaking time once recognized and limited to one opportunity to address the Board during each of the public comment periods. If necessary, the Board may set a maximum time for the public comment portion of any meeting.

Speakers are asked to review the protocol for addressing the Board which can be found at the sign in table prior to speaking. Those wishing to present private concerns or questions needing follow-up outside of the Board meeting are asked to fill out a contact card, which can be found at the podium. Completed cards may be turned in to members of the administration to facilitate a reply.

Minutes

The following citizens were recognized by the Board of Directors:

- None

e. Standing Committee Meeting Report

Minutes

Ms. Drew reported that the Communication and Community Engagement Standing Committee met before this evening's meeting and the following items were discussed:

- 2018-2019 committee goals
- Citizen adviser program

f. Student Representatives' Report

As per Board Policy 004.1, the purpose of having two non-voting Student Representatives on the Board is to establish a communication link between the Board of School Directors and the student body of Hershey High School. The position will serve in presenting the students' viewpoints to the Board.

Minutes

Mr. Gavazzi and Mr. Mongia reported on activities that occurred at the High School over the past two weeks.

g. Community Correspondence Report

Minutes

Mr. Tredinnick reported that there were six submissions during the month of September.

h. Anticipated Agenda Items for the Next Board of Directors Meeting

The following items will be on the Agenda for the October 22, 2018 Public Board of Directors Meeting:

1. Approval of October 8, 2018 Board of Directors Summary Minutes

2. Requests for the Use of Facilities
3. Personnel
4. Staff Development

Minutes

The anticipated agenda items for the October 22, 2018 meeting of the Derry Township School Board of Directors were reviewed.

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

Adoption of items of routine nature and those that normally do not require public deliberations on the part of the Governing Board. A Board Member may pull items which will then be discussed and voted on separately.

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Singer the consent agenda items were approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

a. Approval of September 24, 2018 Summary Board of Directors Meeting Minutes

b. Request for the Use of School Facilities

The Administration recommends the approval of the following Request for the Use of School Facilities:

Group: Penn State Health
Date/Time: October 23, 2018
 11:30 a.m. - 1:00 p.m.
Requested Facility: District Office Board Room
Event: Meeting
Fee: Room Rental: \$25/hour (Approximately \$37.50)

c. Request for the Use of Facility with Waiver

The Administration recommends the approval of the following Request for the Use of School Facilities with Waiver:

Group: Hershey Youth Basketball Association
Date/Time and Requested Facility: Early Childhood Center Gym
 October 23, 25, 29, 30, 2018
 November 1, 6, 7, 8, 28, 29, 2018
 6:00 p.m. - 9:00 p.m.

Date/Time and Requested Facility: Middle School Gym
November 13, 15, 20, 27, 29, 2018
6:00 p.m. - 9:00 p.m.

Event: Hershey Youth Basketball - Travel Team Practices

** Fee:* Gym Rental: \$80/hour (Approximately \$3,360.00)

* Requesting Waiver of Facility Fees: (See Attached Letter)

d. Announcement of Staff Development Conferences

Staff Member:	Sarah Smith
<i>Conference:</i>	Keystone State Literacy Association Reading Conference
<i>Location:</i>	State College, PA
<i>Dates:</i>	October 28-30, 2018
<i>Expenses:</i>	\$741.80
Staff Member:	Robert Sterner
<i>Conference:</i>	JEA/NSPA National High School Journalism Convention
<i>Location:</i>	Chicago, IL
<i>Dates:</i>	November 1-4, 2018
<i>Expenses:</i>	\$1,620.40

e. Announcement of Board of Directors Professional Development Conference

Board of Directors:	Lindsay Drew, Judy Haverstick, Maria Memmi, Tricia Steiner
<i>Conference:</i>	2018 PSBA School Leadership Conference
<i>Location:</i>	Hershey Lodge and Convention Center
<i>Dates:</i>	October 17-19, 2018
<i>Expenses:</i>	\$391.00 (Each)
Board of Directors:	John Abel, Kathy Sicher
<i>Conference:</i>	2018 PSBA School Leadership Conference
<i>Location:</i>	Hershey Lodge and Convention Center
<i>Dates:</i>	October 17-19, 2018 (One day only)
<i>Expenses:</i>	\$240.00 (each)

5. NEW BUSINESS

a. Approval of Resolution to Support Senate Bill 1098 - Placement of Cameras on School Buses

The Board recommends the approval of the Resolution to support Senate Bill 1098 - Placement of Cameras of School Buses.

Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi the approval of Resolution to support Senate Bill 1098 - Placement of Cameras on School Buses was approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

b. Approval of Shared Parking Agreement

The Administration recommends the Board approve the Shared Parking Agreement with The Township of Derry.

Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi the Shared Parking Agreement with the Township of Derry was approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

c. Approval of Joint Transportation Facility - Personnel Agreement

The Administration recommends the Board approve the second extension to the Joint Transportation Facility and Personnel Agreement with the Township of Derry for the period of September 30, 2018 through September 29, 2028.

Minutes

Following a motion by Mrs. Memmi and a second by Dr. Shaw the second extension to the Joint Transportation Facility and Personnel Agreement with the Township of Derry for the period of September 30, 2018 through September 29, 2028 was approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

d. Approval of Special Education Settlement Agreement

The Administration recommends the District accept and execute an agreement to amicably resolve a Special Education matter in accordance with a confidential agreement between the District and the minor child/parents.

Minutes

Following a motion by Mr. Singer and a second by Dr. Shaw the agreement to amicably resolve a Special Education matter in accordance with a confidential agreement between the District and the minor child/parents was approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

e. Approval of HEA Memorandum of Understanding

The Administration recommends the approval of a HEA Memorandum of Understanding for Trade Days effective the 2019-2020 school year.

Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi the HEA Memorandum of Understanding for Trade Days effective the 2019-2020 school year was approved.

f. Approval of Citizen Advisors

The Board of Directors recommends the approval of the listed community members to serve as Citizen Advisors with term noted:

	Citizen Advisor Expires 6/30/ 19	Citizen Advisor Expires 6/30/ 19	Citizen Advisor Expires 6/30/20	Citizen Advisor Expires 6/30/20
Athletics & Activities			David Vitale	Edward Liesch
Communications and Community Engagement		Melinda Curran	Cori Reed	Ashley Commissiong
Curriculum Council		Zvezdana Sever Chroneos	Nancy Kiscadden	Paula Soni
Finance Committee	Faisal Aziz	Darby Valego	Todd Shaffer	Jeff King
General Services			Clarence Smith	Kelly Curtin- Hallinan
Policy Committee			Stephanie Patton	Joshua Csyk

Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi the listed community members to serve as Citizen Advisors with term noted was approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

g. Approval of Hammel Associates Architects

The Administration recommends the approval of Hammel Associates Architects to develop schematic design plans for renovations and addition of the 322 Turf Field Concession stand at a cost of \$8,713.

Minutes

Following a motion by Mrs. Memmi and a second by Ms. Drew Hammel Associates Architects were approved to develop schematic design plans for renovations and addition of the 322 Turf Field Concession stand at a cost of \$8,713.

Vote Results

Yea:	6	Lindsay Drew, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	2	John Abel, Judy Haverstick
Abstain:	0	
Not Cast:	1	Donna Cronin

h. Casting of Votes for Pennsylvania School Board Association Officers for 2019

PSBA Bylaws, Article IV, Section 6 states that each member entity cast one vote per office. The Board Secretary will cast the majority votes for Derry Township School District.

President-Elect: (one-year term)

- **Eric Wolfgang**

Vice President: (one-year term)

- **Art Levinowitz**

PSBA Insurance Trust: elect up to three

Trustee: (term ends December 31, 2021)

- **William S. LaCoff**

Trustee: (term ends December 31, 2021)

- **Dr. Richard Frerichs**

Trustee: (term ends December 31, 2021)

- **Nathan Mains**

Forum Steering Committee (term ends Dec. 31, 2020): elect up to two

- **Denise LaPera (Lower Merion SD)**
- **Peter Bard (Weatherly Area SD)**
- **Anita Kaseman (Quakertown Community SD)**

Minutes

Following a motion by Mrs. Memmi and a second by Ms. Drew the board cast majority votes for the following:

President-Elect: Eric Wolfgang

Vice President: Art Levinowitz

PSBA Insurance Trust: elect up to three:

William S. LaCoff
Dr. Richard Frerichs
Nathan Mains
Forum Steering Committee (term ends Dec. 31, 2020): elect up to two
Denise LaPera (Lower Merion SD)
Peter Bard (Weatherly Area SD)
(Note all board members present voted for LaPera, 5 votes were cast for Bard (Abel, Drew, Haverstick, Memmi and Shaw))

i. Approval of Transit Van

The Administration recommends the Board approve the purchase of a 2015 Ford Transit Van from A&A Auto Sales and Service in the amount of \$17,700 from the Capital Reserve Fund.

Minutes

Following a motion by Mrs. Memmi and a second by Ms. Drew the purchase of a 2015 Ford Transit Van from A&A Auto Sales and Service in the amount of \$17,700 from the Capital Reserve Fund was approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

j. Personnel - Resignations

The Administration recommends the approval of the following resignations:

Act 93:

Martin, Kelly

Purchasing Agent/Accountant
District Office
Reason: Personal
Effective: 10/31/2018

Classified:

Croyle, Bonita

Student Service Specialist
Elementary School
Reason: Personal
Effective: 10/25/2018

Sharif-Riazy, Michael

Technology Specialist
District-wide
Reason: Personal
Effective: 09/28/2018 (retroactive)

Wang, Yufen

General Food Service Worker

High School

Reason: Personal

Effective: 09/17/2018 (retroactive)

Minutes

Following a motion by Ms. Drew and a second by Mrs. Haverstick the Personnel - Resignation items were approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

k. Personnel - General

1. The Administration recommends the approval of the following appointments:

Professional:

Gruber, Suzanne (replacing Emma Melhorn)

Communication Arts Teacher

Middle School

Long Term Substitute

Bachelors, Step 1

Salary: \$50,794 (pro-rated)

Effective: 10/09/2018 through the end of the 2018-2019 school year

Classified Staff:

Kelley, Ryan* (replacing Lesley Beyer)

Paraprofessional

To be determined

Level A: 5.75 hours per day

Salary: \$16.59 per hour

Effective: 10/15/2018

Martinez, Luis

Substitute Custodian

District-wide

Salary: \$15.09 per hour

Effective: 10/09/2018

Ulrich, David (replacing Derek Titus)

Custodian (2nd Shift)

Middle School

Full-time, 8.0 hours per day

Salary: \$16.83 per hour

Effective: 10/09/2018

Change in Hours for Classified Staff:

Weaver, Clark*

Bus Driver
District-wide
From: Level A: 5.5 hours per day
To: Level A: 5.25 hours per day
Salary: \$17.86 per hour
Effective: 10/09/2018

Transfer of Classified Staff:

Beyer, Lesley*

From: Paraprofessional
Early Childhood Center
To: Paraprofessional (Self-Contained Classroom) (new position)
Early Childhood Center
Level B: 6.5 hours per day
Salary: \$16.59 per hour
Effective: 10/09/2018

Keller, Gayle*

From: General Food Service Worker
Middle School
To: Substitute Administrative Assistant
District-wide
Salary: \$17.36 per hour
Effective: 10/09/2018

McCurdy, Cynthia*

From: General Food Service Worker
Middle School
To: Paraprofessional (replacing Karene Robinson)
Primary Elementary School
Level A: 5.75 hours per day
Salary: \$16.59 per hour
Effective: 10/09/2018

Minter, Annelise*

From: Substitute General Food Service Worker
District-wide
To: General Food Service Worker (replacing Yufen Wang)
High School
Level A: 4.0 hours per day
Salary: \$13.11 per hour
Effective: 10/09/2018

Murphy, Joseph*
Custodian (2nd Shift)
From: Elementary School
To: Early Childhood Center
Full-time, 8.0 hours per day
Salary: \$19.32 per hour
Effective: 08/20/2018 (retroactive)

Oliver, Jack*
Custodian (2nd Shift)
From: High School
To: Elementary School
Full-time, 8.0 hours per day
Salary: \$19.32 per hour
Effective: 09/17/2018 (retroactive)

Orth, Stacey*
From: Paraprofessional
Primary Elementary School
To: Administrative Assistant (replacing Patricia Lear)
Middle School
Full-time, 7.5 hours per day
Salary: \$19.11 per hour
Effective: 10/09/2018

*** This individual is currently an employee. Clearances are on file.**

Minutes

Following a motion by Mrs. Memmi and a second by Mrs. Haverstick the Personnel - General items were approved.

Vote Results

Yea:	8	John Abel, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	1	Donna Cronin

6. DELEGATE REPORT

a. CAIU

Minutes

Mrs. Memmi attached her report for the CAIU.

b. Downtown Hershey Association

Minutes

Mr. Abel reported on the Downtown Hershey Association meeting that took place on October 1, where DHA achievements were reviewed.

7. SPECIAL REPORTS

a. Board Members' Report

Minutes

The following Board members provided reports to the Board:

- Mrs. Steiner reported on the Better Together Hershey meeting that took place on September 26, 2018.

b. Superintendent's Report

Minutes

Mr. McFarland provided the Board with the following updates:

- Mr. McFarland spoke about the District's conference day held on October 8, 2018.
- Mr. McFarland noted that walk/bike to school day is Wednesday October 10, 2018.

c. Board President's Report

Minutes

Mrs. Sicher reminded board members that the PSBA conference in Hershey is next week.

8. RECOGNITION OF CITIZENS

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda or matters of District Governance not on the agenda. Those who speak are asked to come to the microphone and follow the same guidelines outlined at the initial public comment portion of our meeting.

Minutes

The following citizens were recognized by the Board:

- None

9. ADJOURNMENT

Minutes

Following a motion by Mrs. Memmi and a second by Mrs. Haverstick the meeting was adjourned at 9:14 pm.

Respectfully submitted,

Michael Frentz
Secretary to the Board
Approved October 22, 2018

Kathy Sicher
President of the Board of Directors

Derry Township School District
School Board Meeting
October 8, 2018

Please Sign In AND Print Your Name

Signature

Daniel B Tredinnick

Printed Name

Dan Tredinnick

Signature

Lee Vasiliades

Printed Name

Lee Vasiliades

Signature

Lisa M. Sviben Miller

Printed Name

Lisa M. Sviben Miller

Signature

Laurie Wade

Printed Name

LAURIE WADE

Signature

Katelyn Cocco

Printed Name

Katelyn Cocco

Signature

Mark Suminski

Printed Name

Mark Suminski

Signature

Colette Cocco

Printed Name

Colette Cocco

Signature

Mary Suminski

Printed Name

Mary Suminski

Signature

Paul Cocco

Printed Name

Paul Cocco

Signature

Richard Suminski

Printed Name

Richard Suminski

Signature

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

SHARED PARKING AGREEMENT

THIS AGREEMENT made on this 8th day of ~~September~~ ^{October} 2018, by and between the Township of Derry, Dauphin County, Pennsylvania, 600 Clearwater Road, Hershey, Pa 17033, hereinafter called the "Township," and Derry Township School District, 30 East Granada Avenue, Hershey, Pa 17033, hereinafter called the "School District."

WHEREAS, the Township has undertaken the planning, designing, and construction of a new community center building (the "Community Center") that will include a competition swimming pool that will service the needs of community recreation, School District swimming events, and regional competitive swim meets (the "Competition Pool:"); and

WHEREAS, based upon current use of the Townships recreational facilities, the Township expects that there will be a need for at least 413 additional parking spaces for use in connection with regional competitive swim meets using the Competition Pool; and

WHEREAS, the Community Center will be located on land immediately south of, and adjacent to, land owned by the School District that includes the District's school buildings and surface parking lots serving the present Early Childhood Education Center and the Elementary School as more particularly identified as Lots A, B, & C, in Exhibit "A" attached hereto (the "School Parking Facilities");

WHEREAS, the Township and the School District desire to establish and set forth the terms and conditions under which the School Parking Facilities may be used for vehicular parking during and in connection with regional competitive swim meets at the Community Center or such other events or occasions as the parties may agree from time to time;

NOW THEREFORE, in consideration of the mutual covenants herein contained, the sufficiency of which is hereby acknowledged and agreed, and intending to be legally bound hereby, the parties hereto agree as follows:

Section 1. **Grant of License.** Upon and subject to the terms and conditions set forth herein, the School District grants a license to the Township to occupy and use up to 413 parking spaces in lots A, B & C of the School Parking Facilities for parking vehicles operated by persons attending swimming meets using the Competition Pool for up to twelve (12) swim meets during days and times when students are not in attendance at the buildings served by the Shared Parking Facilities.

Section 2. **Primacy of School District Rights.** The School District will use its best efforts to provide parking to or for the Township pursuant to this Agreement but the parties acknowledge and agree that the use of its parking lots for School District purposes are primary and the use of such lots by or for the Township shall be under and subject to such School District use.

Section 3. **Manner of Using Parking License, Notices, etc.** Whenever the Township desires to use parking spaces pursuant to this Agreement it shall request such use in writing (which may include electronic mail) to the School District which request shall specify the dates and times of desired use, maximum number of spaces to be used, and the preferred parking lots to be available. Upon receipt of each such request, the School District will respond to the Township in writing as soon as practicable and confirm tentatively subject to the School District's calendar whether spaces are available, the number of available spaces, the lots in which

such spaces will be available, and any limitations on such use. To the extent possible, understanding that the School District's annual calendar typically is approved in *March* prior to the upcoming school year, to minimize conflicting demands for parking, the Township shall coordinate its plans for swim meets at the Community Center with the School District's planning for the School District's annual calendar or school days and regular and special events that may be expected to use the School Parking Facilities. To the extent the parties agree to more than a single block of dates for the Township's use pursuant to this Agreement, the Township shall confirm with the School District the continued availability of each future block of days and times prior to submitting a bid to host the swim meet for such dates or prior to advertising or sending invitations to potential participants at such future swim meets. Having tentatively agreed to use by the Township for future dates, the School District will use its best efforts to avoid using or permitting use of the School Parking Facilities that will conflict with such Township use. However, in the event of a conflict, the parties understand and agree that the School District shall at all times maintain priority in the use of School Parking Facilities for School District activities.

Section 4. **Township Responsibilities.** Whenever the Township shall have the use of the School Parking Facilities pursuant to this Agreement, the Township shall provide advance notice to persons to whom the Township will be offering such parking of the dates, times, and specific parking lots to be available, shall provide appropriate temporary signage directing such persons to the appropriate spaces available and shall monitor such use during those days and times to ensure that only the designated spaces are utilized or shall provide parking attendants to control and ensure the use of only such spaces. The Township will ensure that all parking areas are cleared of all debris and vehicles at the conclusion of use, as not to impede the use of the parking areas for School District use.

Section 5. **Maintenance of Facilities.** The School District will maintain the School Parking Facilities during inclement weather. In the event the School District closes on a day when the Township is entitled to use of the School Parking Facilities under this Agreement, the School District consents and agrees to allow the Township at its expense to clear any portion of the School Parking Facilities for the purpose of providing parking for the Township' event.

Section 6. **Responsibility for Damages.** The Township will be responsible for any damage caused as a direct result of the use of the School Parking Facilities or of the parking lot clearing pursuant to this Agreement and shall bear the cost of any such damage above and beyond any applicable insurance limits.

Section 7. **Responsibility for Costs.** The Township recognizes and agrees that it will incur additional costs associated with lot security requirements and other improvements necessary for its intended use of School Parking Facilities and, assumes responsibility for costs of the management, replacement, improvements and security of such portions of the School Parking Facilities it uses pursuant to this Agreement. The School District reserves the right to withdraw a prior approval for use of the School Parking Facilities for any event and to terminate this Agreement immediately if the Township fails to address such requirements or provide for any such costs to the satisfaction of the District prior to any use of School Parking Facilities.

Section 8. **Insurance.** The Township will provide to the School District a Certificate of Insurance at the limits required by the School District naming the School District as an additional insured for the specific agreed upon dates and time of use pursuant to this Agreement.

Section 9. Term and Amendments.

This Agreement shall be in effect for so long as the Community Center is in use; provided that this Agreement may be amended in writing from time to time by the mutual agreement of the parties.

The parties acknowledge and agree to the need to execute agreements in the future to address, without limitation, issues such as storm water management, ongoing maintenance, and other issues pertaining to the implementation of this Agreement.

Section 10. Designation of Representatives. The parties agree to appoint respective representatives no later than January 3, 2019, to begin coordinating schedules and use of the School Parking Facilities. It is further understood that the designated representatives may change at the discretion of the Township and the School District, and any and all decisions made by such representatives regarding matters not explicitly delegated through this Agreement, or any amendments thereto, are subject to final approval by the respective elected boards of each body.

IN WITNESS WHEREOF the School District and the Township have caused this Shared Parking Agreement to be executed by their respective duly authorized officers all as of the day and year first above written.

ATTEST:

(Assistant) Secretary
(SEAL)

ATTEST:

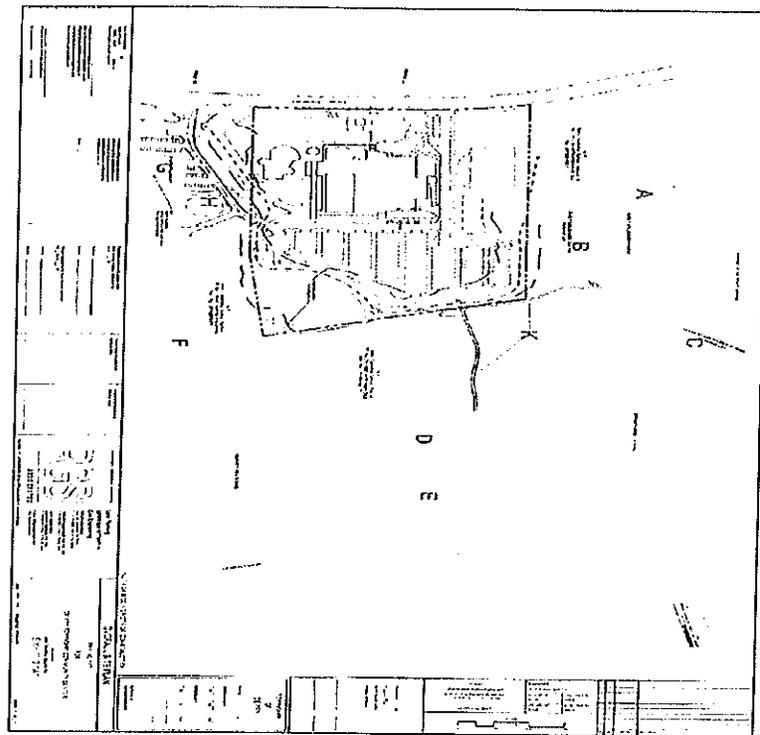
(Assistant) Secretary
(SEAL)

**Township of Derry, Dauphin County,
Pennsylvania**

By: _____
(Vice) President

Derry Township School District

By: _____
(Vice) President



Voting receipt - 2019 PSBA Election

Receipt code: **SCVM**

Time of vote: **2018-10-09 09:42:55 US/Eastern**

IP address: **204.14.13.100**

PSBA Officer Elections

Voting Procedure

President-Elect: **Eric Wolfgang***

Vice President: **Art Levinowitz***

PSBA Insurance Trust Trustees

Trustee (term ends Dec. 31, 2021)

Seat 1: **Richard Frerichs**

Seat 2: **William S. LaCoff**

Seat 3: **Nathan G. Mains**

School Board Secretaries Forum

Forum Steering Committee (1-year term ends Dec. 31, 2019): **Abstain**

Forum Steering Committee (2-year term ends Dec. 31, 2020): **Peter Bard**
Denise LaPera

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **September 27, 2018** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- Alicia McDonald, Director of Student Services, reported that we are currently dealing with some mold issues in various classroom sites, including one of our Cumberland County preschool sites. We have been working closely with the property owner of the preschool site on cleanup and will be moving classes back into the location this afternoon with the children returning on Monday. We are also currently working on reconciliation of Special Education Services funding and will be returning excess revenue to the school districts.
- Theresa Kinsinger, Director of Organizational Services, reported that we are still looking to fill some classroom positions. We have twelve paraprofessional vacancies and several teacher vacancies to fill and have increased our marketing for these positions. Theresa recently met with her staff to implement a new Contracting System to manage our contract process. We began formally tracking contracts in February, and in the last year we have processed over 400 contracts. She recently met with the school district human resources staff and they have decided to start a human resources leadership program. The first local conference will be held in October 2019.
- Brian Griffith, Director of Educational Services, provided the Board Spotlight, which was an overview of the 2018-19 Educational Services Team and programs. The team recently changed their name from Curriculum to Educational Services, to more accurately reflect what they do. Brian provided an overview of Nonpublic Services, CAOLA, ELD (previously ESL), Professional Development, and Training and Consultant services, and also shared some upcoming special events.
- Dave Martin, Director of Technology, provided an update on security planning and the upcoming Keystone Summit, a security conference that will be hosted by the CAIU on November 16. Over 100 people from 45 of our local school districts have already registered. Staff from both the Technology and Administration teams are invited to attend. The conference will have presenters from across the state. Dave will send an invite to Board Members. The Tech Team is also investigating several different options for a security camera system.
- Daren Moran, Business Manager, reported that the auditors would be here on Monday for the annual audit. He anticipates having the audit presentation at the November or December Board meeting. We have recently transitioned from PNC bank to FMB bank and opened a money market account (very liquid and short term) to help increase some efficiencies in the business office and cash flow. This account has already accrued interest and is generating some funds. Daren plans to meet with the Board Finance Committee in the near future.
- Greg Milbrand, Assistant Executive Director, reported that he has been busy getting acquainted with CAIU Staff during his week of employment and has begun work on a safety and security grant that is due on Oct 12.
- Andria Saia, Executive Director, reported on Len Kapp's behalf and shared that we are in the midst of some interior building remodeling to several areas as part of our Comprehensive Plan to create more efficient workspaces. We will start work in October on a new itinerant space and hope to provide a tour for Board Members once complete. She also highlighted several upcoming professional development sessions this year for CAIU support staff and invited all Board Members to attend any of the sessions. Dr. Saia spotlighted *Partnering with Parents*, a new program that will be developed using CAIU Innovation Grant money. Several Board Members shared there is a strong need for this type of service within our districts as well. Dr. Saia will share information about this program with districts and will discuss it with the superintendents at the next SAC meeting. She reported on her recent activities and upcoming activities and invited all

Board Members to attend the Meet & Greet for Greg Milbrand on October 4 at 3:30pm – 5:00pm.

- Rennie Gibson, Board Secretary, shared some of the work the Administrative Assistants have been busy with this year. A CAIU Voices Newsletter is released every quarter and the fall edition was available for the Boards review. In an effort to provide professional development and network opportunities for all staff, the Administrative Assistants offered several Lunch and Learn sessions last year, which many enjoyed. This year, with the support of Cabinet, several exciting speakers/sessions throughout 2018-19 will be offered. The CAIU Online Fall store is open until October 7.

Approved Action Items

- Approval of the minutes of the Capital Area Intermediate Unit Board of Directors' meeting of August 23, 2018.
- Treasurer's Report and Payment of Bills – a total of \$ 10,051,016.93 in receipts and \$4,825,452.12 in expenditures for August 2018.
- Summary of Operations for June 2018 (as of September 13, 2018) showing revenues of \$92,696,689.77 and expenses of \$92,261,556.52.
- Summary of Operations for August 2018 showing revenues of \$9,219,059.35 and expenses of \$6,867,357.35.
- Budget Administration
 - Proposed 2018-19 Budget Revision - Comprehensive Planning
 - Proposed 2018-19 Original Budget - Title I, Part D - Neglected & Delinquent Subpart 2
 - Proposed 2018-19 Original Budget - Title III Part A - English Language Acquisition.
- Other Business Items
 - September 2018 Contracts
 - 2019 PSBA Election of Officers.
- Policies & Programs
 - Second Reading Revised Policy #210 - Use of Medication-Procedures School Age K-12
 - Revised 2018-19 Student Services Master Calendar.
- Job Descriptions
 - First Reading, Existing Position, New Description - School Psychologist
 - First Reading, Existing Position, New Description – Principal.
- Personnel Items – See Attached Report.

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice thanked the Board members for their attendance at this morning's meeting and hope you had a great start to the year.

NEXT MEETING: Thursday, October 25, 2018, 8:00 a.m., Board Room, CAIU Enola Office

**Personnel and Policies/Programs Highlights from the
Capital Area Intermediate Unit Board of Directors' Meeting
May 24, 2018 Personnel Items**

A. RESIGNATIONS:

MACKENZIE BAKER, Paraeducator, Emotional Support Program, effective October 12, 2018. Reason: Personal.

SHAWN BENNAGE-GREGORY, Paraeducator, Autism Support Program, effective September 28, 2018. Reason: Personal.

MARY HALEY, Paraeducator, Autism Support Program, effective October 3, 2018. Reason: Personal.

NOELLE MILLER, Paraeducator, Emotional Support Program, effective June 4, 2018. Reason: Personal.

TANYA MORRET, Professional, Educational Services Team, effective September 28, 2018. Reason: Employee accepted a position with Lincoln Intermediate Unit.

SHANNON MURPHY, Professional, Student Services Team, effective August 31, 2018. Reason: Employee accepted a position with West Shore School District.

AVEN SHUPE, Paraeducator, Emotional Support Program, effective September 28, 2018. Reason: Personal

MARGARET STOMS, Paraeducator, Multiple Disabilities Support Program, effective September 28, 2018. Reason: Personal.

RONALD TROXELL, Paraeducator, Multiple Disabilities Support Program, effective August 10, 2018. Reason: Personal.

CHANDRENIE WASHINGTON, Paraeducator, Early Intervention Program, effective August 20, 2018. Reason: Personal.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

YVONNA BISHOP, Paraeducator, effective September 17, 2018. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS, Step 3, \$18,424 for 189 days of service will be prorated for a total of 171 days with additional new hire days as required. This is a new position funded through the Autism Support budget.

ANDREA DUNDORE, Paraeducator, effective October 1, 2018. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 161 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.

TINA FORD, Paraeducator, effective August 31, 2018. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS, Step 4, \$19,318 for 189 days of service will be prorated for a total of 165 days with additional new hire days as required. This is a replacement position funded through the MAWA budget.

JANICE GOUGH, Temporary Professional, effective September 4, 2018 – December 19, 2018. Assignment: Long Term Substitute Teacher, Early Intervention Program with base salary of Bachelors, Step 1, \$46,711 for 189 days of service will be prorated for a total of 68 days. This is a replacement position funded through the MAWA budget.

KAREN KING, part-time Cafeteria Worker, Student Services Team, effective September 4, 2018. Employee will be paid at the Range 5 rate of \$13.50 per hour. This is a replacement position funded through the Food Services budget.

CHERYL KUGLER, Substitute Receptionist, Administration Team, August 23, 2018. Hourly rate will be \$11.73 paid from the General Operating budget.

OLIVIA KUHN, Paraeducator, effective September 25, 2018. Assignment: part-time Educational Paraprofessional, Early Intervention Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated based on the number of days/hours worked. This is a replacement position funded through the MAWA budget.

ASHELY LEISTER, Paraeducator, effective September 10, 2018. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of HS+30, Step 1, \$18,253

for 189 days of service will prorated for a total of 176 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.

ERIN MCLAUGHLIN, Temporary Professional, effective September 17, 2018. Assignment: Speech and Language Clinician, Early Intervention Program with base salary of Masters, Step 4, \$51,238 for 189 days of service will be prorated for a total of 155 days. This is a replacement position funded through the MAWA budget.

KRISTEN MYERS, Paraeducator, effective August 27, 2018. Assignment: Personal Care Assistant, CATES Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service with additional new hire days as required. This is a new position funded through the CATES budget.

ANGELA REED, Paraeducator, effective August 27, 2018. Assignment: Personal Care Assistant, CATES Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service with additional new hire days as required. This is a new position funded through the CATES budget.

TERI JO REED, Paraeducator, effective September 10, 2018. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service will prorated for a total of 176 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.

CHERRILEE SEIB, Paraeducator, effective September 12, 2018. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS, Step 1, \$16,892 for 189 days of service will prorated for a total of 174 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.

LYNNEA SUMMERSCALES, Paraeducator, effective September 4, 2018. Assignment: part-time Educational Paraprofessional, Early Intervention Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated based on the number of days/hours worked. This is a replacement position funded through the MAWA budget.

SUELLEN VANDER GHEYNST, Substitute Receptionist, Administration Team, August 29, 2018. Hourly rate will be \$11.73 paid from the General Operating budget.

CHRISTINA WATSON, Paraeducator, effective September 11, 2018. Assignment: Educational Paraprofessional, Multiple Disabilities Support Program with base salary of HS, Step 1, \$16,892 for 189 days of service will prorated for a total of 169 days with additional new hire days as required. This is a new position funded through the Multiple Disabilities Support budget.

C. CHANGES OF STATUS:

JOEI ASKEY, from Paraeducator, Educational Paraprofessional to Paraeducator, Mental Health Worker, Capital Area Mental-health Program, effective September 24, 2018. Change of status results in a change of salary to MHW HS+3, Step 5, \$31,261 for 189 days of service will be prorated for a total of 166 days.

SARAH DIEHL, Paraeducator, from part-time to full-time status, effective August 20, 2018.

NATHAN FOSTER, change in internship duration to end date TBD.

JAIDYN JACKSON, change in internship duration to end date TBD.

AMANDA KELLER Paraeducator, from full-time to part-time status, effective August 27, 2018.

DALTON KINER, change in internship duration to end date TBD.

WHITNEY KORTZE, Professional, change from part-time Floater Teacher to Teacher, Emotional Support Program, effective August 15, 2018 – October 12, 2018.

MEGAN LEIBY, from Substitute Receptionist to Paraeducator, Educational Paraprofessional, Early Intervention Program effective September 4, 2018. Change of status results in a change of salary to HS+30, Step 1, \$18,253 for 189 days of service will be prorated based on the number of days/hours worked.

HOLLY O'NEILL, Professional, change from Floater Teacher to Teacher, Direct Education Program, effective August 13, 2018. This change in status results in a change of salary to 100% of the Bachelors, Step 9 salary of \$55,432.

JESSICA PACE, Professional, change in leave of absence return to work date from September 14, 2018 to August 20, 2018.

TAMMY TRUE, from Program Secretary, Student Services Team to Program Assistant, CAOLA Program for one (1)+/- day per week, effective August 24, 2018. Employee will be paid at a rate of \$20.59 per hour for the time she will be working in the CAOLA Program.

TODD WITTERS, Professional, change from part-time Floater Teacher to full-time Long Term Substitute Teacher, Loysville Youth Development Center, effective August 20, 2018 – August 31, 2018 and then Capital Area Mental-health Program, effective September 4, 2018 – October 30, 2018.

D. CHANGES OF SALARY: None

E. LEAVES OF ABSENCE:

BRIELLE DELELLIS, Paraeducator, leave of absence effective August 15, 2018 – September 21, 2018. Leave is requested using accumulated paid leave time for a total of 9 paid days and without pay for a total of 12 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.

JENNIFER FOSTER, Professional, intermittent FMLA leave through September 19, 2019. Leave is requested in accordance with CAIU and FMLA policies.

ELIZABETH GOEDKOOP, Professional, leave of absence September 4, 2018 – December 19, 2018. Leave is requested using accumulated paid leave from September 4, 2018 – October 18, 2018 for a total of 30 paid days and without pay from October 19, 2018 – December 7, 2018 for a total of 30 unpaid days. Employee will then take child-rearing leave of absence from December 10, 2018 – December 19, 2018 for an additional 8 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.

SHARON KELLO, Professional, leave of absence effective September 12, 2018 – October 5, 2018. Leave is requested using accumulated paid leave for a total of 18 days and is in accordance with CAIU and FMLA policies.

DIANA MOSER, Paraeducator, leave of absence August 13, 2018 – November 20, 2018. Leave is requested using accumulated paid leave from August 13, 2018 – September 11, 2018 for a total of 13 paid days and without pay from September 12, 2018 – November 19, 2018 for a total of 47 unpaid days. Employee will then take leave without pay for an additional day on November 20, 2018. Leave is requested in accordance with CAIU and FMLA policies.

MELISSA ROBERTS, Professional, unpaid leave of absence effective August 24, 2018 – September 5, 2018 as per CAIU policy, practice, and procedure.

DINA ROSEBERY, Professional, leave of absence effective September 19, 2018 – November 19, 2018. Leave is requested using accumulated paid leave time from September 19, 2018 – October 2, 2018 for a total of 10 paid days and without pay from October 3, 2018 – November 19, 2018 for a total of 33 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.

Executive Director's Report

September 27, 2018

PROGRAM SPOTLIGHT

Innovation Grants

- **Jill Neuhard – Digital Branding and Micro-Credentialing** – Digital Branding and Micro-Credentialing is an innovative practice that enhances personalized professional development. Digital badges allow educators to showcase the skills and content they acquired after completing a rigorous micro-credential. Micro-credentials are a digital form of certification that recognize educators for demonstrating their skills and competencies. Micro-credentials may focus on a variety of skills such as data literacy, teacher leadership, and deeper learning.
- **Joy Forry – Coding Camp** – Funds will be used to develop a 2-day application development camp at the IU for middle and high school students that will teach them some basic coding concepts and introduce them to all the facets of application development. Students will learn the roles of business analysts, application developer, and project manager. Learning and performing the roles over the two-day class will give students the opportunity for meaningful discussions regarding post-secondary education, workforce training, and career pathways as they consider their career and college readiness plan.
- **Amy Silva – Partnering with Parents** – The grant award winners will host a parent night for the purpose of teaching parents how to ask pointed, meaningful questions at parent teacher conversations. The session will be held in a small group format. They will focus on helping parents to develop two basic skills: formulating and using questions effectively and participating effectively in decisions that affect their children's education.

NEWS

STUDENT SERVICES

LYDC

- There were 30 new residents admitted over the summer months. The population is currently at 87 residents enrolled. About 1/3 of the population turned over during the summer months.
- Eighteen of the 87 students attending school, or about 21% of the students enrolled, already had their GED or High School Diploma when they arrived but are attending school regardless.
- Six students passed the GED test over the summer.
- One section of Employability class was offered this summer. This is a 9-week course that we want every student to have while at Loysville. Offering a section in the summer provides the opportunity for students to have the course that did not have it last year and will leave before completing the course this school year.
- Monarch Butterflies – The Science Teacher, Mrs. Baker, brought in Monarch Butterflies from the wild. Students learned about them and their annual migration to Mexico as they watched them hatch from their cocoons. Butterflies were tagged and released on September 12 to start their migration. This was a memorable learning experience for the students.
- Culinary Arts classroom space was remodeled over the summer and has now moved to a new kitchen classroom area. This renovation allow the school to improve and expand the vocational program and is a better use of existing space.
- Classes were cancelled for two days earlier in September to remediate a mold issue in the school building. The work was completed and the Air Quality results indicated that the building was safe to run school. Classes resumed on a regular schedule in the building on Wednesday September 12, 2018. The DHS and School staff worked very well together through this issue.

Occupational Therapy

- Brittany Galosi, Occupational Therapist, presented a training to the staff at CASA called "Autism, Neurology & Practical Classroom Strategies." The purpose was to give teachers tools and insight into the needs of high functioning student with autism.

- After attending the Zero to Three: The Growing Brain training with various professionals from across the state, Barb Kline MS, OTR/L, ATP will have provisional certification as a 'Zero to Three: The Growing Brain trainer. She will be busy providing support to teams via BrainSTEPS referrals and other interested parties in our member districts and communities regarding brain injury and development.

Preschool September Board Notes

- Delbrook Preschool Classes and Itinerants were relocated to Enola for mold remediation. We anticipate that the preschool staff and children will move back to Delbrook by the beginning of October.
- The CAIU Preschool Program has collaborated with Derry Preschool and Aldersgate Preschool in having an inclusive classroom at both of these sites. This will be a co-teaching model and children with IEP's will attend the preschool classroom with children who do not have IEP's. Heather Donovan, IU Preschool Teacher will co-teach Friday mornings at Aldersgate and Julie Beaver, IU Preschool Teacher, will co-teach on M/W PM and T/TH PM at Derry Preschool. We are looking forward to this new collaboration.
- Early Intervention Connections hosted the Charting the Life Course Early Intervention Parent Training on September 18.
- Alison Schwartz, Jill Bradley, Lisa McCarty, Yvonne Wiley-Shreffler and Sue Brussese participated in the Northern Dauphin Fall Fest Preschool Family Fun Pavilion on Saturday, September 22 in Elizabethville. They provided early intervention resource information and hands on activities for children and families who attended the event.
- Preschool staff participated in professional development on September 27. Morning round robin topics included verification, home safety, engineering the classroom environment and family road map/team up for families. The afternoon session focused on building strong parent and SLP communication skills and sharing teacher resources. In addition, Megan Miller, MPT from Core Plus Physical Therapy discussed the use of pelvic floor exercises to aid in toilet training for special needs children. Brittany Galosi, Karin Topping, Melissa Roberts, and Kristi Kuren also spoke about the conference that they attended on autism where Temple Grandin was the Keynote speaker.
- A Susquenita High School Student is a daily job shadow intern in Kristin Leitzel's classroom at Delbrook.
- The preschool/early intervention program participates in regular Early Intervention Connections meetings; the next one is October 15. These meetings bring together families, community providers, agencies, and the CAIU in order to establish partnerships and connections for young children in our area.

EDUCATION SERVICES

On September 10, 2018, 67 people from across 12 counties across Central Pennsylvania met at CAIU to kick-off the development of a STEM Ecosystem. A STEM learning ecosystem encompasses schools, after-school organizations, higher education, science centers, museums, businesses, governmental agencies, public services, libraries, and professional organizations. Together, these organizations represent both learning opportunities for students, families, and communities as well as shaping a vision and goals for a future-forward, collaborative, and integrated STEM community. This kick-off day was jointly hosted by the following organizations: Capital Area IU 15, Lancaster-Lebanon IU 13, Penn State Center for Science and the Schools, Tuscarora IU 11, The Foundation for Enhancing Communities, Schuylkill IU 29, South Central Workforce Investment Board, and Whitaker Center for Science and Arts.



TECHNOLOGY SERVICES

- The PA Planning Team at the CAIU have been assisting with Comprehensive Plan submissions from schools across the Commonwealth over the past couple of months. The team has been pulling weekly reports to update the Department as well as the LEAs in the state. We are gearing up for our Phase 3 schools to submit the second cycle of their Comprehensive Plan. Members of our team have been working individually with many of these schools to support their planning efforts and submit their plans to the Department on time. PDE is reviewing these plans to provide more immediate feedback to schools.
- Our team has been working very closely with the Division of Charter Schools at PDE to ensure all Charters have submitted their Annual Report capturing fiscal and Special Education items. To date, all Charters have submitted their annual reports and we will now be working with authorizing districts to ensure those plans are received and acknowledged in the system.
- As the team prepares for new designations per the Every Student Succeeds Act, we are wrapping up **School Improvement Plan (SIP)** submissions for the school year. Aside from two districts having extensions for their SIP submission, all other priority/focus schools have submitted their plans and IU Executive Directors have approved them within the system.
- Our team has been working tirelessly with the Division of Federal Programs to capture the schools throughout the Commonwealth that are implementing school-wide programs. The development team incorporated a new submission feature for all **Title I School-wide Schools** to allow plans to be automatically archived or reviewed by Federal Programs. Through our partnership with Federal Programs, we are increasing communication and clarity for all school-wide schools.

NOTIFICATION of ACTIVITIES

- Met with Matt Strine, South Middleton, SD
- Attended DCTS LAC and Board meeting
- PCD Networking Breakfast

UPCOMING ACTIVITIES: Date Savers (all Board members are invited to attend any and all)

- **Meet & Greet for Mr. Greg Milbrand** – Thursday, October 4, 2018 at 3:30 -5 pm, at Enola, outside if weather permits. Please help us welcome Greg to the CAIU family!

Report of Downtown Hershey Association (DHA) October 2018

The DH Board of Directors met on October 1. The Board received updates from the Brand Team and heard about upcoming promotions including Choctober fest scheduled for October 20 and a Holiday Celebration to be scheduled for early December.

The Board also received updates on Downtown Projects including Streetscape improvement and the Bike Share Program.

We also learned that two Hershey High School students are serving as interns: Olivia Wandzilak and Madison Mascar.

Better Together Hershey

Wednesday, 9.26.2018

Attendees

Tricia Steiner- Derry Township School Board

Terry Singer- Joy of Sports Foundation

Jennifer Kraschnewski- Executive Director, Penn State PRO Wellness

Chris DeFlicht- CMIO, Penn State Health

Matt Mandia- Director of Parks and Recreation, Derry Township

Ellie Hogentogler- Marketing Communications Manager, Penn State PRO Wellness

Andrea Murray- Community Engagement Coordinator, Penn State PRO Wellness

Agenda

1. Structure of Organization- The organization will create action teams to bring together individual organizations throughout Hershey to create a bigger impact on the community.
 2. Priorities of Organization - The group will review the community health needs assessment as well as data from sources such as PAYS and Robert Wood Foundation to determine the priorities of the organization.
 3. Action Teams
 - a. Diversity Wellness- Tricia described the All Things Diversity Series that has been taking place in Hershey. The workshops happen every other month and include topics such as transgender, empowering young girls and religious diversity.
 - b. Physical Wellness
 - c. Nutritional Wellness
 - d. Mental Health Wellness
-

Notes

- The group will provide names of community members that they believe would be interested in being on the steering committee. Names can be submitted on the google document.
- A letter/email will be created to send to recommended steering committee members to invite them to the first steering committee meeting in November.
- The PRO Wellness team will work on creating a timeline for the organization.

Action Items

1. Team members submit names of community members to google document
2. PRO Wellness creates letter/email invitation for steering committee
3. Andrea will research data sets for Derry Township and provide Penn State Health Community Needs Assessment
4. PRO Wellness will create timeline for the organization

Next Meeting Agenda Items

Andrea will send out a survey to see the best date for everyone to attend the first steering committee meeting in November.