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**Derry Township School District
Board of Directors Meeting
November 12, 2018
Summary Minutes - VIII**

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, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Tricia Steiner, Terry Singer

Member Absent: None

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

Staff/Public in Attendance: Dan Tredinnick, Jason Reifsnyder, Dr. Stacy Winslow, Peter Ebert, Erick Valentin, J. Bruce McKinney, Sarah McKinney, Kathleen McKinney-Gavazzi, Robert Gavazzi, Ashley Manthey, Richard Manthey

c. Flag Salute

d. Approval of Board of Directors Agenda

Approval of the November 12, 2018 Derry Township School District Board of Directors Agenda.

Minutes

Follow a motion by Mrs. Memmi and a second by Dr. Cronin 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

Dr. Ebert introduced the students of the month:

- Mallory Drayer
- Patrick Gavazzi

b. Presentation: Data Presentation

Minutes

Dr. Winslow presented the data from the prior years' state testing requirements.

c. President Communications

Minutes

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

- Matters of personnel
- Consultation with attorneys

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. Recognition of New Extracurricular Activities/School Clubs

In compliance with Policy 122 - Extracurricular Activities, the following additions of the Middle and High School Student Clubs are recognized:

- Aavidum/Random Acts of Kindness Club - Middle School
- Ping Pong Club - Middle School
- Badminton Club - High School
- Dungeons and Dragons Club - High School

Minutes

In compliance with Policy 122, the following Middle and High School Clubs were recognized:

- Aavidum/Random Acts of Kindness Club - Middle School
- Ping Pong Club - Middle School
- Badminton Club - High School
- Dungeons and Dragons Club - High School

f. Standing Committee Meeting Report

Minutes

Mrs. Sicher reported that the Curriculum Committee met prior to this evenings meeting and the following items were discussed:

- Curriculum Council goals
- New Legislation
- Staffing of lunch at the ECC for full day kindergarten
- Health/Sex Ed Curriculum
- Course additions, revisions and elimination

Mrs. Steiner reported that the Policy Committee met prior to this evenings meeting and the following items were discussed:

- Policies 210.2, 246, 309, 707, 249, 103.2, 103.3 and 221 were discussed
- Board spoke about a protected class - Non-religion

g. 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 in the District over the last three weeks.

h. Community Correspondence Report

Minutes

Mr. Tredinnick reported that there were three community correspondence reports for the month of October.

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

The following items will be on the Agenda for the November 26, 2018 Public Board of Directors Meeting:

1. Approval of November 12, 2018 Board of Directors Summary Minutes
2. Requests for the Use of Facilities
3. Approval of 4 Propane Buses
4. Approval of New Extracurricular Activities/School Clubs with Requests for Activity Funds:
 - Jane Austen Society Club - High School
 - UNICEF Club - High School
5. Personnel
5. Staff Development

Minutes

The anticipated agenda items for the November 26, 2018 Public Board of Directors Meeting were reviewed.

3. UNFINISHED BUSINESS

a. Granada Property Funding Options

Minutes

The Board members discussed funding options for the Granada property roof/window/exterior renovation project. Board members agreed to act on funding options at the November 26, 2018 meeting.

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 Ms. Drew Consent Agenda items b,c,d,e and g were 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

a. Approval of October 22, 2018 Summary Board of Directors Meeting Minutes**Minutes**

Following a motion by Mr. Able and a second by Dr. Shaw the minutes were approved with a revision to add "by phone" next to Mr. Able's name in the roll call section.

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

b. Approval of Policies

The Administration recommends the approval of the following policies of the Derry Township School District Policy Manual which have been on public display for thirty-days in the Hershey Public Library, District Office, and the Derry Township School District Website:

- 006 Meetings
- 108 Adoption of Textbooks
- 239 Foreign Exchange Students
- 311 Reduction of Staff
- 704 Maintenance
- 806 Child Abuse
- 808 Food Services
- 810 Transportation
- 810.1 School Bus Drivers and School Commercial Motor Vehicle Drivers
- 818 Contracted Service Personnel

c. Approval of Policy (New Policy)

The Administration recommends the approval of the following policy of the Derry Township School District Policy Manual which has been on public display for thirty-days in the Hershey Public Library, District Office, and the Derry Township School District Website:

- 810.3 School Vehicle Drivers

d. Approval of Overnight Field Trip/Excursion - Camp Kenbrook

The Administration recommends the approval of the Overnight Field Trip/Excursion as listed:

Group:	Grade 6
Number of Participating Students:	265

<i>Destination:</i>	Camp Kenbrook Lebanon, PA
<i>Depart:</i>	May 20, 24, 2019 9:00 a.m.
<i>Return:</i>	May 22, 24, 2018 11:30 a.m.
<i>Trip Leaders:</i>	Mike Warfel, Dan Hugendubler

The District reserves the right to cancel the excursion based on events that could pose a heightened safety or security risk.

e. Request for the Use of School Facilities

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

Group: **The Goddard School (Hershey)**
Date/Time: November 15, 2018
4:30 p.m. - 8:30 p.m.
Requested Facility: High School Cafeteria
Event: Potluck Family Feast
Fee: Cafeteria without Kitchen: \$55/hour (Approximately \$220.00)
Custodian: \$39.95/hour - (If needed Approximately \$159.80)
Approximately: \$379.80

f. Requests for the Use of School Facilities with Waiver

The Administration recommends the approval of the following Requests for the Use of School Facilities with waiver:

Group: **PA Interscholastic Cycling League**
Date/Time: December 12, 2018
7:00 p.m. - 8:30 p.m.
Requested Facility: High School LGI
Event: Outreach to Introduce the Cycling League to Hershey, Surrounding Community, and Students
****Fee:*** Custodian: \$39.95/hour (If Needed)
*LGI Rental \$35/hour (Approximately \$52.50)
* Request for Waiver of Facility Fee: Approximately \$52.50

Group: **Girl Scouts in the Heart of PA**
Date/Time: First and Third Monday of the Month
December 3, 2018 through May20, 2019
3:30 p.m. - 5:00 p.m.
Requested Facility: ECC Cafeteria

Event: Girl Scout Daisy Meetings
(Kindergarten and First Grade)

** Fee:* Cafeteria Rental: \$55/hour (Approximately \$900.00)
Custodial: \$39.95/hour (If Needed)

* Requesting Waiver of Facility and Custodial Fees: (See attached Letter)

Minutes

Following a motion by Mrs. Memmi and a second by Dr. Cronin the Use of School Facilities with Waiver 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	

g. Announcement of Staff Development Conference

Staff Member:	David Lillenstein
Conference:	National Association of School Psychologists Conference
Location:	Atlanta, GA
Dates:	February 24 - March 1, 2019
* Expenses:	\$249.00
	* State and National Associations will cover other expenses

5. NEW BUSINESS

a. Approval of Eckert Seamans Engagement Letter

The Administration recommends the Board approve the engagement letter with Eckert Seamans.

Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi the Eckert Seamans Engagement Letter 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	

b. Personnel - Resignations

The Administration recommends the approval of the following resignations:

Classified:

Danner, Ronald

Transportation Coordinator

District-wide

Reason: Retirement

Effective: 12/21/2018

Popp, Jr., James

Bus Driver

District-wide

Reason: Personal

Effective: 11/07/2018 (retroactive)

Richardson, Ruth

Paraprofessional

High School

Reason: Personal

Effective: 11/07/2018 (retroactive)

Minutes

Following a motion by Mrs. Memmi and a second by Dr. Cronin the Personnel - Resignations were 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**c. Personnel - General**

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

Act 93:**Barwin, Regis** (replacing Kelly Martin)

Purchasing Agent/Accountant

District Office

Salary: \$72,478 (pro-rated)

Effective: To be determined

Transfer of Professional Staff:**Fuentes-Gillespie, Jacqueline*** (replacing Tara Dorsey)

From: Family Consumer Science Teacher

Middle School

To: 10 Month Assistant Principal (Act 93)

Middle School

Salary: \$75,000 (pro-rated)

Effective: To be determined

Classified:

Navarro, Elijah (replacing Michael Sharif-Riazy)

Technology Specialist

District-wide

Level A: Part-time, 16.0 hours per week

Salary: \$12.43 per hour

Effective: 11/13/2018

Transfer of Classified Staff:

Harman, Scott*

From: Assistant Head Cook

To: Head Cook

Early Childhood Center

Level A: 5.75 hours per day

Salary: \$18.50 per hour

Effective: 11/13/2018

Schauble, Ashlie*

From: Cafeteria/Recess Aide

Elementary School

To: Paraprofessional (replacing Stacey Orth)

Primary Elementary School

Level A: 5.75 hours per day

Salary: \$16.59 per hour

Effective: 11/13/2018

Limited Service Contracts:

Kreamer, Tyrone

Head Wrestling Coach

Middle School

Group D, Step 10

Salary: \$4,589

Effective: 11/13/2018

Painter, Mark*

Weight Room Supervisor - Winter

High School

Group F, Step 15

Salary: \$3,990

Effective: 11/13/2018

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

Minutes

Following a motion by Ms. Drew and a second by Mrs. Steiner the Personnel - General items were 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

6. DELEGATE REPORTS

a. Dauphin County Technical School

Minutes

Mrs. Haverstick attached her report for the Dauphin County Technical School.

b. CAIU

Minutes

Mrs. Memmi attached her report for the CAIU.

c. Derry Township Tax Association

Minutes

Mrs. Memmi attached her report for the Derry Township Tax Collection Association.

d. The Trojan Foundation

Minutes

Ms. Drew attached her report for the Trojan Foundation.

7. SPECIAL REPORTS

a. Board Members' Report

Minutes

The following Board members provided the following reports:

- Mrs. Steiner reported on her experience at the Middle School S.T.E.A.M night challenge and thanked the teachers for organizing the event.
- Mr. Singer reported on information that will be forthcoming from the Finance Committee Meeting.

b. Superintendent's Report

Minutes

Mr. McFarland provided the following report to the Board:

- I want to acknowledge and thank our DTSD Bus Safety Team and Cocoa for being great examples of community partners and representing out COCOA Principles so well! They recently have been going to our local day cares and providing a bus safety presentation to our future bus riders!
- A press release was issued from the DEP on Friday regarding the awarding of grants to support clean energy vehicles and improve air quality. I am pleased to announce that, through the hard work of Mr. Bell, our Transportation Director, we will be awarded \$68,000 to aid in the purchase of our propane buses. Mr. Bell did note that we may not see the actual funds until summer 2019 or later and that there is a great deal of paperwork to complete, but we are appreciative and excited to have been awarded these funds.

c. Board President's Report

Minutes

Mrs. Sicher reminded the Board members of the Board retreat to be held on November 13, 2018.

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 Ms. Drew the meeting was adjourned at 8:45 pm.

Respectfully submitted,

Michael Frentz
Secretary to the Board
Approved November 26, 2018

Kathy Sicher
President of the Board of Directors

Derry Township School District
School Board Meeting
November 12, 2018

Please Sign In AND Print Your Name

Signature

Daniel B Tredinnick

Printed Name

Dan Tredinnick

Signature

Peter Ebert

Printed Name

Peter Ebert

Signature

Erich Valentin

Printed Name

Erich Valentin

Signature

J. Bruce McKinney

Printed Name

J. Bruce McKinney

Signature

Sarah H. McKinney

Printed Name

Sarah H. McKinney

Signature

Kathleen McKinney

Printed Name

Kathleen McKinney - Garozzi

Signature

Robert L. Garozzi

Printed Name

Robert L. Garozzi

Signature

Ashley Matheny

Printed Name

Ashley Matheny

Signature

Richard Matheny

Printed Name

Richard Matheny

Signature

Printed Name

Signature

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Printed Name

Signature

Printed Name

JOINT OPERATING COMMITTEE MEETING
Wednesday, October 17, 2018

A meeting of the Joint Operating Committee of the Dauphin County Technical School (DCTS) was held on Wednesday, October 17, 2018, at 8:48 p.m. in the Cafeteria of DCTS, 6001 Locust Lane, Harrisburg, PA. Mr. Brad Harker, Chairman, called the meeting to order.

Roll Call

Members present:

Steve Smith, Central Dauphin (Alternate)
Judy Haverstick, Derry Township
Scott Corsnitz, Halifax Area
Brad Harker, Halifax Area
Ellis Roy Jr., Harrisburg
Todd Kreiser, Lower Dauphin
Keith Oellig, Lower Dauphin
Linda Mehaffie, Middletown Area
Jennifer Scott, Middletown Area
John F Dietrich, Susquehanna Township
Jesse Gantt, Susquehanna Township (Alternate)

A QUORUM WAS DECLARED PRESENT

Members absent:

Brian Faleshock, Central Dauphin
Williams Roberts Jr., Central Dauphin
Terence Singer, Derry Township
Melvin Wilson Jr., Harrisburg
Jesse Rawls Sr., Susquehanna Township

JOC Representative: Tyler Kauffman

Non Members: Dr. Andria Saia, Superintendent of Record, CAIU; Dr. Peggy Grimm, Frank Flamini, David Wright, Dwain Messersmith, Gwen Mosteller, Andrea Wallach, Maria Zaharick, Jan Zeager, Priscilla Rodriguez, Andrea Bennett, Dr. Barbara Maroney and Denise Green-Administrative Staff; and Joanne Custer, Ralph Miller and Linda Hammaker-DCTS Staff.

APPROVAL OF AGENDA

Motion by John Dietrich, second by Todd Kreiser, to approve the Agenda as presented.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

SECRETARY'S REPORT

Motion by Steve Smith, seconded by John Dietrich, to present the September 12, 2018 JOC minutes at the November meeting.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

Motion by Ellis Roy Jr., seconded by Jennifer Scott, to approve the September 12, 2018 JOC Work Session Minutes.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

Motion by John Dietrich, seconded by Linda Mehaffie, to approve the Special JOC minutes of October 3, 2018.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Brad Harker, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Jesse Gantt
Abstain: Scott Corsnitz, Ellis Roy Jr, Stephen Smith

ANNOUNCEMENT OF EXECUTIVE SESSION

Mr. Harker indicated that an executive session was held to discuss personnel issues and litigation.

RECOGNITION OF COMMENTS

None presented.

STAFF REPORTS

Reports were included in meeting material.

TREASURER'S REPORT

The following financial report ending June 30, 2018 (audited) was submitted for approval:

General Fund	\$2,811,146.52
Grants	(\$152,682.26)
Capital Reserve	\$564,774.83
Debt Service	\$40,330.58
Cafeteria	\$138,227.50
Scholarships	\$9,498.13
Student Activity	\$38,709.85
Production	\$241,010.15
Summer School	\$26,881.21
Adult Education	\$83,213.12

Motion by Jennifer Scott, seconded by Linda Mehaffie, to approve the audited financial reports for the period ending June 30, 2018 as presented.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

The following financial report ending July 31, 2018 (audited) was submitted for approval:

General Fund	\$3,238,445.65
Grants	(\$183,575.12)
Capital Reserve	\$565,094.22
Debt Service	\$47,450.83
Cafeteria	\$135,993.77
Scholarships	\$9,504.50
Student Activity	\$38,709.85
Production	\$239,583.52
Summer School	\$28,681.21
Adult Education	\$80,356.54

Motion by Jennifer Scott, seconded by Linda Mehaffie, to approve the audited financial reports for the period ending July 31, 2018 as presented.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

The following financial report ending August 31, 2018 (audited) was submitted for approval:

General Fund	\$3,826,662.19
Grants	(\$116,612.29)
Capital Reserve	\$553,075.29
Debt Service	\$47,450.83
Cafeteria	\$129,440.99
Scholarships	\$10,010.68
Student Activity	\$38,709.85
Production	\$231,152.16
Summer School	\$28,681.21
Adult Education	\$78,196.62

Motion by Jennifer Scott, seconded by Linda Mehaffie, to approve the audited financial reports for the period ending August 31, 2018 as presented.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

The following financial report ending September 30, 2018 was submitted for approval:

General Fund	\$3,389,720.28
Grants	(\$21,193.60)
Capital Reserve	\$553,409.29
Debt Service	\$0
Cafeteria	\$102,741.27
Scholarships	\$10,516.26
Student Activity	\$43,659.56
Production	\$243,729.28
Summer School	\$28,250.41
Adult Education	\$83,518.21

Motion by Jennifer Scott, seconded by Linda Mehaffie, to approve the audited financial reports for the period ending September 30, 2018 as presented.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

The following bills for the period ending September 30, 2018 were submitted for approval:

General	\$237,426.18
Grants	\$20,725.75
Debt Service	\$47,450.83
Cafeteria	\$43,798.72
Student Activity	\$5,914.00
Production	\$5,481.43
Summer School	\$430.80
Adult Education	\$7,097.80

Motion by Ellis Roy Jr., seconded by Steven Smith, to approve the bills for payment for the period ending September 30, 2018.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

BUSINESS ITEMS - CONSENT AGENDA

CONSENT AGENDA

It is recommended that the following items on the Consent Agenda be approved.

PERSONNEL

Appointment*

The Administration requests approval to hire Jacquelin Finton, Substitute Cafeteria Aide, at \$11.00/hour with no benefits effective September 21, 2018.

The Administration requests approval to hire Jere Long, Cafeteria Aide, (replacing Nixon), at \$10.00/hour with single benefits effective October 1, 2018.

The Administration requests approval to hire Braden Camuso as a Co-op Student for Maintenance at \$9.00/hour from September 10, 2018 to June 6, 2019.

The Administration requests approval to hire Shannon Watson, Long-Term Physical Education/Health Substitute (replacing Kirk), at Bachelors, Step 1 (\$46,435.71-pro-rated) with benefits effective October 1, 2018 to January 22, 2019.

*approval contingent upon completion of all clearances (Act 168), physical & TB testing, and I-9 forms.

Child Rearing Leave Request

The Administration accepts Joy Stennett, Math Teacher, request for Child Rearing Leave from approximately January 22, 2019 to June 7, 2019.

Resignation

The Administration accepts, with regret, the resignation of Kaye Harrold, Paraeducator, effective September 17, 2018.

The Administration accepts, with regret, the resignation of Jacquelin Finton, Substitute Cafeteria Aide, effective September 24, 2018.

Termination

Jair H. Nixon was served with a Notice of Right to Hearing and Statement of Charges giving him until October 5, 2018 to request a hearing. As stated in the Notice, failure to request a hearing would result in his discharge by the JOC without a hearing. Accordingly, Jair H. Nixon is hereby discharged and permanently removed from employment.

OUT-OF-STATE CONFERENCE APPROVAL

The Administration requests approval for Elizabeth Dunbar, Librarian, and Samantha Schultz, Instructional Coach/Reading Specialist, to attend Book Expo America in New York City, New York from May 29-31, 2019.

EQUIPMENT GRANT

The Administration requests approval to apply for a Competitive Equipment Grant in the amount of \$40,100 and the Supplemental Equipment Grant in the amount of \$43,200.

FEDERAL AND STATE GRANT BUDGETS

The Administration requests approval of the federal grant budget (Perkins) and state grant budget (Curriculum Development) as presented for fiscal year 2018-2019.

BUDGET TRANSFERS

The Administration requests approval of the attached budget transfers.

RECOMMENDATION: that the above Consent Agenda be approved.

Motion by John Dietrich, seconded by Ellis Roy Jr., to approve the Consent Agenda as presented.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

AGENDA A

PROGRAM OF STUDY FOR WELDING TECHNOLOGY

Motion by Ellis Roy Jr., seconded by John Dietrich, to approve entering into an agreement with the Harrisburg Area Community College to collaborate on operating a Program of Study in Welding Technology for the 2019-2020 School Year.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

AGENDA B

EQUIPMENT - PERKINS

Motion by Todd Kreiser, seconded by Ellis Roy Jr., to approve the following:

The Administration requests approval to purchase a SystemOne vehicle inspection system from ESP Opus Inspection, Inc. for \$6,250 for the Automotive Technology Program via Perkins Grant Funding.

The Administration requests approval to purchase a MecLab System with Trolley from Educational Solutions Enterprises for \$8,600 for the Electronics Technology Program via Perkins Grant Funding.

The Administration requests approval to purchase an Industrial Controls Trainer with Unlimited Simulator Seats from Educational Solutions Enterprises for \$18,300 for the Electronics Technology Program via Perkins Grant Funding.

The Administration requests approval to purchase a SimView Mobile System and Patient Monitor from Laerdal Medical Corporation for \$10,417.56 for the Health Careers Program via Perkins Grant Funding.

The Administration requests approval to purchase Plasma Cutter from Airgas USA, LLC for \$1,797.89 for the Small Engine and Equipment Technology Program via Perkins Grant Funding.

The Administration requests approval to purchase MIG ARC Welder from Airgas USA, LLC for \$2,584.40 for the Small Engine and Equipment Technology Program via Perkins Grant Funding.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

AGENDA C

BID – SERVO ROBOT SYSTEM

Motion by John Dietrich, seconded by Ellis Roy Jr., to approval the request to solicit bids for a Servo Robot System for the Electronics Technology Program (Perks Grant Funding).

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

AGENDA D

STUDENT DISCIPLINE CASE - 2018-03

Motion by John Dietrich, seconded by Linda Mehaffie, to approve the Student Discipline - Case #2018-03 as presented.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

Abstain: Ellis Roy Jr

SUPPLEMENTAL BUSINESS ITEM

AGENDA E

CAFCO PARTICIPATION AGREEMENT

Motion by Ellis Roy Jr., seconded by Todd Kreiser, to approve participating in the collaborative procurement effort to purchase food, being offered through the Lancaster-Lebanon Intermediate Unit 13 (IU13) and facilitated by the IU13 Collaborative Services for the 2018-19 school year.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

AGENDA F

SUPPLEMENTAL CONSENT AGENDA

It is recommended that the following items on the Supplemental Consent Agenda be approved.

PERSONNEL

Appointment*

The Administration requests approval to hire Paula Grumbling, Para-Educator position (replacing Harrold), at \$12.50/hour with single benefits effective TBD.

Resignation

The Administration accepts, with regret, the resignation of Shawn Eckenrode, Electronics Technology Instructor, effective December 16, 2018.

FMLA Requests

The Administration accepts Janet Leiter, Assistant Cook, request for FMLA from October 9, 2018 to January 15, 2019.

Intermittent FMLA Requests (Amended from Sept. 12, 2018)

The Administration accepts Stephen Kosman, Business Technology Instructor, request for Intermittent FMLA from ~~August 30, 2018 to August 29, 2019~~ October 17, 2018 to October 16, 2019.

CREDIT REIMBURSEMENTS

The Administration requests approval of the following credit reimbursements: topics listed are graduate courses unless indicated by [UG]

Final 50%

Brian Deal	3 cr. Principalship	\$1,336.50 PSU
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PRAXIS Present and Approve

Samantha Schultz	1 st Time Reading Specialist	\$146.00
Andrew Wagner	1 st Time Reading	\$90.00
Andrew Wagner	1 st Time Writing	\$90.00

2018-2019 QUARTERLY REPORTS FOR STUDENT ACTIVITIES AND PRODUCTION ACCOUNTS

The Administration requests approval of the attached third quarter reports for the Student Activities and Production Accounts.

RECOMMENDATION: that the above Supplemental Consent Agenda F be approved.

Motion by Ellis Roy Jr., seconded by John Dietrich, to approve the Supplemental Consent Agenda F as presented.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

INFORMATIONAL

The Xpo Flyer 2018 was included.

The Fall Play is "Murder by Ten" by Eddie McPherson. The play is November 16, 17, and 18 and the cost is \$7.00.

ADJOURNMENT

Motion by Jennifer M Scott, second by Ellis Roy Jr., to adjourn the meeting. Meeting adjourned at 9:00 p.m.

Final Resolution: Motion Carries

Yes: Judy Haverstick, Scott Corsnitz, Brad Harker, Ellis Roy Jr, Todd Kreiser, Keith Oellig, Linda Mehaffie, Jennifer M Scott, John F Dietrich, Stephen Smith, Jesse Gantt

Respectfully submitted,

Linda Hammaker, Board Secretary

JOINT OPERATING COMMITTEE WORK SESSION
Wednesday, October 17, 2018

The Work Session of the Dauphin County Technical School (DCTS) Joint Operating Committee was held on Wednesday, October 17, 2018 at 7:03 pm in the Cafeteria of DCTS, 6001 Locust Lane, Harrisburg, PA. Mr. Brad Harker, Chairman, presided. All those in attendance recited the Pledge of Allegiance.

Roll Call

Members present:

Steve Smith, Central Dauphin (Alternate)
Judy Haverstick, Derry Township
Scott Corsnitz, Halifax Area
Brad Harker, Halifax Area
Ellis Roy Jr., Harrisburg
Todd Kreiser, Lower Dauphin
Keith Oellig, Lower Dauphin
Linda Mehaffie, Middletown Area
Jennifer Scott, Middletown Area
John F Dietrich, Susquehanna Township
Jesse Gantt, Susquehanna Township (Alternate)

Members absent:

Brian Faleshock, Central Dauphin
Williams Roberts Jr., Central Dauphin
Terence Singer, Derry Township
Melvin Wilson Jr., Harrisburg
Jesse Rawls Sr., Susquehanna Township

JOC Representative: Tyler Kauffman

Non Members: Dr. Andria Saia, Superintendent of Record, CAIU; Dr. Peggy Grimm, Frank Flamini, David Wright, Dwain Messersmith, Gwen Mosteller, Andrea Wallach, Maria Zaharick, Jan Zeager, Priscilla Rodriguez, Andrea Bennett, Dr. Barbara Maroney and Denise Green-Administrative Staff; Olivia Baker and Jaquan Brown-DCTS Students; and Joanne Custer, Jeff Williams, Tyler Wonders, Ralph Miller and Linda Hammaker-DCTS Staff.

JOC REPRESENTATIVES REPORT

Mr. Kauffman provided information on Josten's visit concerning caps and gowns and class rings; 8th grade tours, visit from Author Jason

Reynolds; Building Construction Cares trip to Lake City, South Carolina; first annual SkillsUSA Day; Middle School Xpo; and recognized Mrs. Ribbans for organizing freshman exploratory rotation.

COOPERATIVE EDUCATION STUDENT REPORT

Mrs. Custer introduced two co-op students, Olivia Baker and Jaquan Brow, from Electrical Construction and Maintenance. Olivia is a Central Dauphin School District student and employed by SECCO Electric and she has worked there the past two summers. She has gained a lot of experience in commercial wiring. Jaquan is a Central Dauphin School District student and is employed by Fullerton Electric. Both have been assured they will have a full-time job when they graduate.

DIRECTOR'S REPORT

Dr. Grimm has begun her student presentations at the consortium school board meetings. She and a student attended Lower Dauphin's School Board meeting on Monday, October 15. She and a student presenter will attend the December 18 Middletown School Board meeting. She is in the process of scheduling the five remaining districts.

The DCTS Middle School Xpo is November 7. Dr. Grimm invited the board members to attend the Xpo. This gives students and parents an opportunity to learn about our school and meet teachers. The families are able to bring all members of their family. The cafeteria serves the favorite lunch of DCTS students to those that attend.

The eighth grade tours are occurring tomorrow and Friday. Sharon Deiling and Christine Noll are in charge of scheduling the students that are coming from the seven consortium districts. The student ambassadors will be assisting with the tours.

Dr. Grimm provided information on the Building Construction Cares Trip to Lake City, South Carolina. There were five adults and fourteen students who went on the trip. They will give a presentation at a later board meeting.

LOCAL ADVISORY EXECUTIVE COMMITTEE

Dr. Saia reported the Local Advisory Executive Committee met tonight. They went over goals and priorities and reviewed current programs for relevance, work force needs, and high priority jobs. DCTS needs to

continue to building relationships with Hershey and the medical community. They also discussed the welding program and it being a satellite program.

AUDITORIUM SPEAKERS AND STAGE CURTAINS

Mr. Williams, Assistant Director for the Theatre, presented information on the auditorium speakers and stage curtains. The theatre program is growing and the speakers and curtains are from the 1970's. He obtained four quotes for the speakers and spoke with 3 different vendors concerning the auditorium curtains and rigging system. He provided quotes for the speakers and preliminary estimates for the curtains and rigging system.

CAFETERIA STAFFING

Mrs. Green would like to bring back one cafeteria staff employee. There are two positions that were not filled over the past few years. The cafeteria has enough funds to cover the position.

2017-2018 FINANCIAL STATEMENT SUMMARY

Ms. Zaharick reported the audit is completed. The auditors will present the information at the November meeting.

Ms. Zaharick reviewed the financial statement summary; general fund-assets and liabilities summary; general fund-revenues and expenditures summary; reserves summary; capital reserve fund budget; adult and continuing education budget; and cafeteria budget. There is a surplus of approximately 1.3 million dollars. Approximately 60% of the surplus will be refunded to the consortium districts after the audit is finalized in November.

DCTS has received the permit for the modular. The chiller rebuild will take place at a later date. The money for the rebuild has been placed in the capital reserve fund. The discussion of the budget for next year will begin in December.

EQUIPMENT GRANTS

Ms. Zaharick and Dr. Grimm spoke about the competitive equipment grant and purchasing a tire changer and brake lathe for Automotive Technology and a Bobcat toolcat for Building Construction Technology. This is a 50% matching grant.

The supplemental equipment grant is not a matching grant. An aluminum dent repair station and pro spot pulse welder for Collision and Refinishing Technology; circuit board printer for Electronics Technology; and duct control masonry saw and industrial wet saw for Masonry would be requested through the supplemental equipment grant.

There was discussion on the Bobcat and Ms. Zaharick reported it is necessary due to OSHA regulations.

CHAIRMAN'S REPORT

Mr. Harker welcomed Mr. Flamini to DCTS.

ADJOURNMENT

Being no further business, discussion for the Work Session of the Joint Operating Committee concluded at 8:48 p.m.



DCTS Welcome Back

September/
October 2018

FIND YOUR DIRECTION

Exciting Changes!!

By Dr. Grimm, Administrative Director

Each year I begin to write this message and as always cannot believe that it is nearing the end of October! Our 9th graders have completed their exploratory rotation and will be entering into their academies and programs at the end of the first marking period. We just hosted the 8th grade tours two weeks ago and are preparing for our DCTS Middle School Xpo on November 7, from 5:30 – 8:00 PM. The Xpo provides an opportunity for families of middle school students to visit and tour our state of the art facility and meet our teachers. Included at the Xpo is one of our favorite school lunches which will be served in the cafeteria. If you are the parent(s) or guardian(s) of a Dauphin County middle school

student please join us for an incredible evening.....bring the family!

For nearly three years, the administration and Planning for the Future Committee has been researching and collecting data on welding. Welders have a multitude of career choices (inspection, robotics, engineering, education, project management, and sales). Skilled welders are in high demand and can expect to earn competitive salaries. Welding does not require a college degree. While we identified the need for a welding program at DCTS, we simply have



Exciting Changes, continued

no room within our facility to create a welding program.

We are fortunate to be in the backyard of Harrisburg Area Community College. After visiting their state of the art welding facility at HACC's Mid-town campus, I reached out to the community college to see if they had interest in partnering with DCTS to provide classroom space and use of their welding lab. While we had many details to work out, I am pleased to announce that beginning in August 2019 DCTS will be offering a welding program for

secondary students (grades 9-12) at the HACC Mid-town Campus!

Although our students (seniors) have been traveling to HACC for academic coursework for several years, this will be the first time that our students will have the opportunity to travel to the Mid-town Campus for a CTE program. The instructor for welding will be employed by DCTS along with a para-educator.

Our region faces a significant need in coming years to replace retiring, skilled welders. The average salary for welders in Pennsylvania is \$39,000.00.

Women only make up five percent of welders in the U.S. We are encouraging non-traditional participation in our new welding program. We are hoping to see applications from both young men and women. Dauphin County Technical School continues its commitment to helping students to Find Their Direction. Please contact our school to find out more about the welding program.

In closing, stay tuned to the Blast for more exciting events, activities, programs, and happenings at Dauphin County Technical School.

Governor Wolf's Administration Visits DCTS

On September 6, Department of Labor & Industry Deputy Secretary Eileen Cipriani visited Dauphin County Technical School. The tour highlighted Governor Tom Wolf's PAsmart initiative to prepare students with the education they need to obtain good, middle-class jobs and to demonstrate how the school works with local employers to ensure students have the skills they need to succeed in the job market.

"Governor Wolf's PAsmart initiative is investing in both Pennsylvania's workforce and its businesses, to improve access for students to education, training, and career readiness programs."

The Deputy Secretary toured DCTS's job training programs including the Electronics Technology, Medical Assisting, and Information Technology programs as well as the school's Transportation Academy. She also spoke with employers who partner with the school to provide cooperative education program opportunities for senior students, including Hoffman Ford, Penn Dot, Country Meadows, Coco Medical Penn State and Phoenix Contact.

"In our mission to strengthen Pennsylvania's workforce through initiatives such as PAsmart, DCTS and their employer partners are providing Pennsylvania students with the opportunity to learn both the technical and soft skills that businesses need," Cipriani added. "The employers benefit from having a pipeline of skilled, trained talent that they need to grow and thrive."

2018/2019 New Teachers



Melissa Casey, English Teacher

Melissa received her Bachelor's Degree in English from Wofford College. She previously worked at Southbridge Public Schools, Cumberland Valley School District, and Trinity High School.



Deborah Funk, Learning Support Science Teacher

Deb received her Bachelor's Degree in Psychology with a Minor in Biology from James Madison University and her Master's Degree in School Administration from Johns Hopkins University and a second Master's Degree in Reading from Morningside College. She previously worked at Antelope Valley Union High School District and Learning 4 Life Charter School.

Enjoy Local Living Magazine

The Culinary Arts Program is being featured in the *Enjoy Local Living Magazine*, Hershey/Harrisburg Area. The magazine is "a celebration of community." Each month will feature a recipe and a Culinary Arts senior student.

Chef Lou Sackett and Chef Claire Dacko were featured in the September Edition with a recipe for Pasta Caprese.

Alasia Ross is a senior in Culinary Arts and her home school is Harrisburg. She was featured in the October Edition with a recipe for Loaded Turkey Chili.

Bre'Ln Grant is a senior in Culinary Arts and her home school is Harrisburg. She is featured in the November Edition with a recipe for Bre's Beef Stew.



ACEFAC Blue Ribbon

DCTS's Culinary Arts Program has been awarded "exemplary" status by the American Culinary Federation Secondary Accreditation Board. DCTS is one of only two schools in the State of Pennsylvania to have been given this honor.

"Exemplary Programs symbolize the highest educational standards recognized by the American Culinary Federation Education Foundation Accrediting Commission (ACEFAC). The award is presented to programs that have proven full compliance with all ACEFAC accreditation requirements in the last visiting team report along with excellent management of the program."

Congratulations to Chef Dacko and Chef Sackett!



Curious about DCTS

Did You Know?

- You can attend DCTS and still go to college
- We offer AP Courses
- You can earn college credits while attending DCTS
- You can still participate in athletics while attending DCTS
- We have student activities and organizations

Christine Noll, Vocational Transition Counselor, and the student ambassadors conducted 8th grade presentations at the Home Schools on October 5, 9, 16, 25.

DCTS hosted 8th grade tours on Thursday, October 18 and Friday, October 19. Our student ambassadors spent the day taking our Member District students on a tour of the seven career and technical academies.

On Wednesday, November 9 from 5:30 p.m. – 8:00 p.m., DCTS will be hosting the Annual CTE Xpo for middle school students. The staff and students open the doors to provide students in grades 6th through 8th an opportunity to visit our state-of-the art programs, learn about the rigor of academics, and taste our students' favorite lunch.

Annual Minority Law Day

The Minority Bar Committee of the Pennsylvania Bar Association conducted its Annual Minority Law Day in Central PA, on Thursday, November 1 at Widener University Commonwealth Law School. The purpose of the Minority Law Day is to introduce students, especially African-American, Asian, and Hispanic students, to the possibility of a career in the legal profession. The theme for this year's program was Protests and Punishment: Student Speech After Parkland.

The day consisted of several activities designed to expose students to the law and the daily work of lawyers. These activities included a presentation of a legal problem, a mock oral argument, and a Q & A session with members of the legal profession. The day is structured to encourage interactive critical thinking activities.

Aaliyah Morales, Yulmy Garcia-Lorenzo, Alajah Green, Jalyn Williams, Naysa Lewis, Viviana Ostrowski, Emmanuel Martinez-Vega, Imani Payton, and Jemily Figueroa from the Criminal Justice/Police Science program participated in this workshop. Aaliyah Morales, Jalyn Williams, Naysa Lewis, and Jemily Figueroa were selected for outstanding student advocate awards in recognition of their performance. These students were judged by practicing lawyers from a variety of legal backgrounds.



DCTS Education Foundation

The DCTS Education Foundation, a nonprofit organization, provides supplemental funding and support for DCTS's initiatives and innovations to benefit the students.

The goals of the Foundation are to support educational opportunities and/or professional development for DCTS Professional staff through mini-grants; support post-secondary opportunities to DCTS students through scholarships; support DCTS infrastructure improvements; and support educational opportunities for students who attend DCTS.

The DCTS Education Foundation is a participating charitable organization on Amazon Smile. The Foundation is looking for your support. Getting started is easy! Use Amazon Smile for your regular Amazon purchases and 0.5% of participating purchases will be donated to the DCTS Education Foundation. Simply visit <https://smile.amazon.com> and sign up or sign into your Amazon account. Type "DCTS Education Foundation" in the search bar. Select "DCTS Education Foundation" on the following page to link it to your account.

If you are interested in getting involved or donating to the Foundation, please contact Lori Ribbans at lribbans@dcts.org.



Announcements

DCTS MIDDLE SCHOOL XPO

Interested in what DCTS has to offer, or intrigued by what you could learn? Experience DCTS first hand by coming to the CTE Xpo for Middle School students and their families on Wednesday, November 7 from 5:30 p.m. to 8:00 p.m.

SENIOR YEARBOOK PHOTOS

The Senior Casual Yearbook photo deadline is Thursday, November 1. The Senior Baby Ad deadline is Thursday, November 15. For additional information, please contact Matt Stumpf, Yearbook Advisor, at mstumpf@dcts.org.

AFTER SCHOOL TUTORING

Do you need help with Academics? Are your grades not where you would like them to be? After School Tutoring is available.

Tuesdays & Thursdays in Room 2102

From 3:10 p.m. – 4:10 p.m

BOOK FAIR

The Annual Fall Book Fair will be held in the Media Center from November 5-9. The Annual Spring Book Fair will be held in the Media Center from April 29 – May 5, 2019.

WOLVERINE LOG

2018-2019 Yearbooks are on Sale!

Visit www.jostensyearbooks.com

POWERSCHOOL PORTAL

To monitor your student's progress on a daily, weekly, or monthly basis, check out Parent PowerSchool Portal on the dcts.org website under Student Resources.

SAVE THE DATE

- Fall Play – Nov. 16 - 18
- Financial Aid Night – Mid Nov.
- DCTS Education Foundation Talent Show – Feb. 1
- Spring Musical – Apr. 5-7
- NHS Induction – Mid April
- NTHS Induction – Mid April
- Spring Dinner & Silent Auction – Apr. 26
- Industry Partner Appreciation Banquet – May 16
- Senior Awards – May 23
- Graduation – June 5 (Farm Show Complex)

NO SCHOOL

- November 21 to November 26 (Thanksgiving Holiday)
- December 24 to January 1 (Winter Holiday)
- January 21 (Martin Luther King Day)
- February 18 (President's Day)
- March 1 (In-Service Day/Parent Conferences)
- April 12 (In-Service Day)
- April 18 to April 22 (Spring Holiday)
- May 1 (NOCTI – 12th grade only)
- May 27 (Memorial Day)

DCTS ALUMNI

DCTS is seeking alumni. Please register on the Alumni Page on the DCTS website, www.dcts.org. Click on "Community", then "Alumni". This webpage is the start of creating an Official DCTS Alumni Chapter and Class Reunions.

ADULT & CONTINUING EDUCATION

The Adult & Continuing Education Program at DCTS offers evening courses for adults who might be looking to enter/re-enter the workforce or to make a change. Popular courses include Precision Metals/Machining, Small Engine Repair, Electrical Fundamentals, and the OSHA Certified Forklift Operator course. We are taking registrations for these courses now. Please go on line to our webpage – Adult Education/Evening Programs for more information or call 717-652-3170 x 7445.



The Dauphin County Technical School is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, or handicap in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, contact our Title IX Coordinator or Section 504 Coordinator at 6001 Locust Lane, Harrisburg, PA 17109 (717) 652-3170. For information regarding services, activities, and facilities that are accessible to and usable by handicapped individuals and groups, please contact our Administrative Director.

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **October 25, 2018** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The October Board Spotlight was on AgendaManager. Dave Martin introduced Rocky Brent, Account Manager, and Joe Gallucci, Technology Applications Supervisor, who presented an overview of AgendaManager. AgendaManager was developed in-house and is a paperless, web-based meeting management solution to streamline communication and collaboration. Joe Gallucci spoke about the “flipping the meeting” concept and incorporating this concept into AgendaManager for more productive meetings. Rocky Brent provided a revenue summary and shared that this year there was an increase in revenue. He also spoke about the many new partnerships that have been established over this past year.
- Alicia McDonald, Director of Student Services, reported that Dr. John Thompson, Eric Bostick, and Terry Telep participated in PAIU Fall Day on the Hill on October 16. They met with legislators to share the important contributions IU’s are making in the communities across the Commonwealth. Over 100 people attended Hill Top’s Back to School Night. As part of an innovation grant and a parent-engagement grant, Hill Top Academy is now offering sessions to parents to help them communicate and engage more effectively during parent conferences and at other parent-school meetings. The first session was a great success. The CAIU will host 100 students across the 24 districts to take part in Aevidium, which means, “I’ve got your back.” Aevidium was created by students after the loss of a classmate to suicide. Hill Top’s Emotional Support high school class visited The Caring Place for a tour of the facility and a luncheon. The purpose of the visit was to allow students and teachers to learn firsthand about the organization.
- Theresa Kinsinger, Director of Organizational Services, reported that we are still down staff and are in need of thirteen paraprofessionals. Recent changes to Act 82 were passed, updating teacher’s certifications. We are hopeful that these changes will bring more special education teachers in. The changes will not go into effect until 2020.
- Brian Griffith, Director of Educational Services, reported on the 3rd Annual Tinker Expo held this week. The focus was on STEM activities and drones. Just a reminder that the PA Future Ready Index Dashboard will go live to the public in mid-November. The Dashboard will bring all data together and be made available for the community, public and school districts to review. The next step is to identify schools for school improvement.
- Dave Martin, Director of Technology, provided the Board Spotlight on AgendaManager.
- Daren Moran, Business Manager, reported that the business office is finishing the 2017-18 Audit. The Audit presentation will be held in November or December. Preparation for the 2019-20 budget will begin and Daren will schedule a meeting with The Board Finance Committee sometime in the near future.
- Greg Milbrand, Assistant Executive Director, reported that the CAIU submitted the ACT 44 grant. Grant funds are due to be released by December. Greg and Theresa held first round interviews this week for the Marketing/Communication position. Attended the Curriculum conference last week; kudos to Brian’s Curriculum team for a job well done. SPP Act 82 scores will be made public but should just be for school staff. Created a Safety Network group to meet and discuss safety issues across the region.
- Andria Saia, Executive Director, reported that several Board members have requested to visit Loysville. We would like to coordinate a trip for Board members to tour Loysville following our November Board meeting. If you are interested, please let Rennie know. There are many exciting things happening across the IU. This month’s Executive Director Spotlight was on employee engagement. Dr. Saia has been working with a committee of volunteers to plan events for staff. Our first event, Paint Pallet Afternoon, is coming up November 15, 2018, starting at 4 pm. We will be recycling wood pallets to create wood sign art. Board Members are cordially invited to participate. Please take a moment to read the Staff Recognitions.

- Rennie Gibson, Board Secretary, reminded the Board that the November Board meeting will be held on the 3rd Thursday, November 15, due to the holiday.
- Len Kapp, Supervisor of Operations and Transportation, provided a transportation update. The local work alike group for transportation has been meeting for over 30 years on a quarterly basis. At their recent meeting, the extreme driver shortage was discussed. A recent communication was released by the Auditor General on his findings of potential issues with transportation inefficiencies.

Approved Action Items

- Approval of the minutes of the Capital Area Intermediate Unit Board of Directors' meeting of September 27, 2018.
- Treasurer's Report and Payment of Bills – a total of \$ 5,021,438.85 in receipts and \$ 8,653,000.84 in expenditures for September 2018.
- Summary of Operations for June 2018 (as of October 10, 2018) showing revenues of \$92,885,464.77 and expenses of \$92, 369, 793, 64.
- Summary of Operations for September 2018 showing revenues of \$16,570,828.46 and expenses of \$12,764,634.10.
- Budget Administration
 - Proposed 2018-19 Original Budget - Preschool Fiscal Management Grant Planning
 - Proposed 2018-19 Original Budget - United Way Education Initiative
- Other Business Items
 - Contracts - October 2018
 - Lease Agreement between CAIU and South Central Work Force Investment Board
- Job Descriptions
 - Second Reading, Existing Position, Revised Description - Program Secretary - Data Team
 - Second Reading, New Position, New Description - Data Coordinator
 - First Reading, Existing Position, Revised Description - Contracts Specialist
 - First Reading, Existing Position, Revised Description - Director of Educational Services
 - First Reading, Existing Position, Revised Description - Special Projects Coordinator
- 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, November 15, 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***

RESIGNATIONS:

- **ROBIN BAKER**, Professional, Loysville Youth Development Center, effective September 28, 2018. Reason: Personal.
- **MICHAEL BAER**, Paraeducator, Autism Support Program, effective October 19, 2018. Reason: Personal.
- **KATHRYN KELLY**, Professional, Speech and Language Clinician, Early Intervention Program, effective January 4, 2019. Reason: Retirement after more than 32 years of continuous CAIU service.
- **DIANE WILSON**, Paraeducator, Emotional Support Program, effective December 21, 2018. Reason: Retirement after more than 28 years of continuous CAIU service.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **KORRYN BOGDAN**, Professional, effective October 22, 2018 – June 7, 2019. Assignment: Long Term Substitute Teacher, Deaf/Hard of Hearing Program with base salary of Masters, Step 6, \$53,733 for 189 days of service which will be prorated for a total of 145 days. This is a new position funded through the Deaf/Hard of Hearing budget.
- **MATTHEW GERKIN**, Paraeducator, effective October 22, 2018. Assignment: Job Coach, Transition Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service which will be prorated for a total of 148 days with additional new hire days as required. This is a replacement position funded through the Transition budget.
- **BRIAN STAMBAUGH**, Paraeducator, effective October 22, 2018. Assignment: Educational Paraprofessional, Loysville Youth Development Center with base salary of HS, Step 1, \$16,892 for 189 days of service which will be prorated for a total of 148 days with additional new hire days as required. This is a replacement position funded through the Loysville Youth Development Center budget.
- **ANGEL WILLIAMS**, Paraeducator, effective October 11, 2018. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 140 days with additional new hire days as required. This is a replacement position funded through the MAWA budget.

CHANGES OF STATUS:

- **BRANDON DEBOW**, Paraeducator, change in start date of employment from August 27, 2018 to October 1, 2018.
- **DINA DUFFY**, Professional, from part-time to full-time status, effective December 17, 2018.
- **SHARON KELLO**, Professional, change in leave of absence return to work date from October 11, 2018 to October 15, 2018.
- **TODD WITTERS**, Professional, change from part-time Floater Teacher to full-time Teacher, Capital Area Mental-health Program, effective October 22, 2018. This change in status results in a change of salary to 100% of the Masters, Step 8 salary of \$56,752 for 189 days of service.

LEAVES OF ABSENCE:

- **PATRICIA SADLOCK**, Paraeducator, intermittent FMLA leave through October 22, 2019. Leave is requested in accordance with CAIU and FMLA policies.

Executive Director's Report

October 25, 2018

PROGRAM SPOTLIGHT



Research demonstrates a positive relationship between employee engagement, job satisfaction, productivity, and ultimately organizational outcomes. A big piece of engagement is building strong relationships with co-workers, specifically, making opportunities for employees to get to know one another, build relatedness and camaraderie. It is a critical investment in building a relationship-centric, positive culture. After a survey was sent to determine interest, a group of employees volunteered to form a Craft committee whose purpose is to plan events for any/all employees to engage in. Our first event, Paint Pallet Afternoon, is coming up November 15, 2018, starting at 4 pm. We will be recycling wood pallets to create wood sign art.

The Board is cordially invited to participate. A flyer is attached.

Link to sign up:

<https://goo.gl/forms/UWQeViprHPwxOQej2>

NEWS

ADMINISTRATION

- CAIU submitted an application for the Pennsylvania Commission on Crime and Delinquency grant, requesting funds to provide comprehensive support to school districts through social functioning, mental health services, and applicable professional development as well as to increase the safety and security functions for our students and staff members in our facilities.
- We have received forty-four applications for our new marketing and communication specialist position. Most of the applicants possess degrees in marketing and/or communications, as well as extensive experience and expertise in these disciplines.

STUDENT SERVICES

- **Variety, a Children's Charity - My Bike, My Voice, My Stroller Program**
Variety and its partners have raised more than \$176,100 to provide the equipment that has been donated to children and families in our region. The CAIU has been pleased to help communicate and support these valuable programs that lead towards independence of children and families in our community.
 - Cumberland County - 17 bikes, 1 stroller, 1 iPad
 - Dauphin County - 54 bikes, 16 strollers, 15 iPads
 - Perry County - 2 bikes
- **Program Director** - Pupil Services - Keith Watson officially started on October 2, 2018 as the program supervisor for CAMhP, Diakon, United Methodist Home for Children and Social Workers in these locations, as well as, those at Hill Top Academy.
- The CAIU will host 100 students across the 24 districts to take part in **Aevidum**, which means, "I've got your back." Aevidum was created by students after the loss of a classmate to suicide.

- The Mechanicsburg School District administrative team will take part in a teambuilding training led by CAIU staff on October 24.
- **Hill Top Academy** - On Thursday, Oct 11 Rita Harvey, CAIU social worker, took Ms. Owings' emotional support high school class to The Caring Place for a tour of the facility and a luncheon. The purpose of the visit was to allow students and teachers to learn firsthand about the organization. The visit included a tour of the facility and a presentation by an 11th grade student who has been through the program.
- Laurie Scherer from Highmark's Caring Place was at Hill Top on Friday, October 19 for a brief presentation to students and staff from ES High School as well as some CATES students and staff. Many of our students have experienced loss in their young lives. The purpose of her visit was to talk about grief and how we can respond to others who are experiencing loss/grief.
- Hill Top Academy held their 2nd annual Back-to-School Night on October 4. Over 100 Hill Top family members came out to meet the staff and visit classrooms. Thank you to Board President Jean Rice for coming again this year to visit!
- This year, at Hill Top Academy, we will be introducing a Workshop for Parents, based on the Harvard study: *Partnering with Parents to Ask the Right Questions: A Powerful Strategy for Strengthening School-Family Partnerships*. Our first Workshop for families was held at Hill Top Academy on October 16 with light refreshments and childcare provided. We firmly believe that as we empower our parents and build trusting relationships, student achievement is sure to be accelerated.
- October is Breast Cancer Awareness Month and Hill Top Academy Staff are wearing their awareness on their sleeves, t-shirt sleeves that is! A staff member at Hill Top Academy organized the fundraiser for the "Feel your Boobies" campaign for the Pennsylvania chapter of the organization with a t-shirt sale. The staff member's mother is a Breast Cancer Survivor so October is an important month in their household. Over 50 staff supported the cause by ordering a pink "Hill Top Academy Cares" shirt and wearing them on Wednesday's during the month to bring about more awareness and support for Breast Cancer. Hill Top Academy made a substantial donation of \$700.00 to the foundation! Don't forget to wear your pink in October!
- Dr. John Thompson, Eric Bostick, and Terry Telep participated in PAIU Fall Day on the Hill on October 16. They met with legislators to share the important contributions IU's are making in the communities across the Commonwealth. Eric and Terry specifically thanked them for supporting Preschool Early Intervention. Dr. Thompson discussed the resources and expertise that the program staff at Hill Top Academy provide for students across the 24 school districts. Additionally, information on how trauma and mental health impacts students' ability and availability to learn and how schools are being tasked with addressing these issues when outside agencies fall short was discussed.
- **Preschool Parent Orientation Meetings** will take place with the 24 school districts in November and December. Families who have eligible children to transition into Kindergarten in the 2019-2020 school year will participate in these meetings. Formal transition meetings will take place in January and February 2019. Last school year, 799 preschool children went through the transition process in preparation for the 2018-19 school year. Ten percent of these children remained in early intervention this school year, 3% of the children enrolled in a private school, 10% of these students exited EI prior to transitioning and it is



anticipated that 14% of the children who entered kindergarten this year will not be in need of special education services.

TECHNOLOGY SERVICES

- **Comprehensive Planning Team** - As PDE is looking to streamline the process of Comprehensive Planning for next year, we will respond to the Request for Quotation (RFQ), which encapsulates creating a “one-stop-shop” for schools to integrate data, access resources and toolkits and ultimately generate and submit required plans using an outcome-based planning process. By creating a new tool, the hope is that schools can focus more on creating plans that best support the needs of their schools/districts based on their current data.
- **Programs of Study Tracker (PoST)** - As a result of Joe Gallucci (CAIU Technology Supervisor) and Priscilla Rodriguez (DCTS Technology Director) presenting at the Pennsylvania Association of Career & Technical Administrators (PACTA) conference, three Vocational Technical schools have reached out to the CAIU Technology Services Team to learn more about PoST. Vocational technical schools are required to track Programs of Study (POS) for all students during their tenure at the school. The Carl D. Perkins Career and Technical Education Improvement Act of 2006 requires the development and implementation of career and technical programs of study. DCTS requested that the CAIU assist in the development of a web based application that will track all DCTS students and their corresponding POS throughout their term at DCTS. DCTS went live with our first release of PoST in the spring of 2018 and successfully started the 2018-2019 school year using it to track student's POS.

EDUCATION SERVICES

2018-19 School Year CAIU Student Competitions

Cyber Robotics Coding Competition
<https://crcc.io/pennsylvania/>
Who: Grades 9-12
When & Where:
Oct. 15-Nov. 1, 2018 - Student bootcamp, Lincoln IU 12, New Oxford, PA
Nov. 5-14, 2018 - Qualifying rounds, Lincoln IU 12
Dec. 4, 2018 - Finals, Harrisburg University

Governor's STEM Competition
<https://www.education.pa.gov/K-12/STEM>
Who: Grades 9-12
When & Where:
Feb. 19, 2019 - CAIU Regionals (snow make-up Feb. 26)
May 2019 - State Finals - Exact dates and location TBD

Media and Design Competition (former Computer Fair)
<http://dev.pacomputerfair.org>
Who: Grades 6-12
When & Where:
March 26, 2019 - CAIU Regionals
May 22, 2019 - High School State Finals - Dickinson College
May 23, 2019 - Middle School State Finals - Dickinson College
More information to be released Nov. 2018

Let's talk Competitions!

Sea, Air, Land Challenge
<http://seairland.psu.edu/>
Who: Grades 9-12
When & Where: April 16, 2019 -
Lancaster-Lebanon IU13

24 Challenge
Who: Grades 4-8
When & Where: May 13-14, 2019 - CAIU
More information to be released Nov. 2018

Save the dates!

Student Competition Coordinator:
Hillary Williams - hwilliams@caiu.org

Student Competition Supervisors:
Jill Neuhard - jneuhard@caiu.org
Sue Voigt - svoigt@caiu.org

Stay tuned - more events may be added throughout the year!

NOTIFICATION of ACTIVITIES

- Attended Apprenticeship Program, Harrisburg PA
- Attended National Conference on Career Pathways, Louisville Ky
- Attended PASA-PSBA School Leadership Conference, Hershey, PA
- Attended CPATVS Board meeting
- Attended DCTS LAC and Board meeting

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

- Preschool 2nd Annual Social Emotional Literacy Night for CAIU Preschool Families – Monday, November 5 @ 4:00 p.m. – 7:00 pm.
- Hill Top Academy's Thanksgiving Meal – Friday, November 16 @ 11:00 a.m.
- CAIU Paint Pallet Afternoon – Friday, November 15 @ 4:00 p.m.

TOWNSHIP OF DERRY TAX COLLECTION ASSOCIATION

MINUTES OF OCTOBER 25, 2018

The meeting of the Tax Association was held in the Association Building at 6:00 p.m., Maria Memmi presiding.

I. ROLL CALL

Present: Mike Frentz, Wendy Melhorn, Maria Memmi,
George Raynes, Tricia Steiner, Matthew Weir, Richard Zmuda

Absent: James Negley, Louis Paioletti, Richard Polignone,
Richard Shreve

II. MINUTES

On a motion by Maria Memmi, seconded by Tricia Steiner, the minutes of April 26, 2018 were approved as distributed.

III. FINANCIAL REPORTS

On a motion by Maria Memmi, seconded by George Raynes, the financial reports for April, May, June, July, August, and September 2018 were unanimously approved as distributed.

IV. NEW BUSINESS

1. Meeting Schedule: A motion by Maria Memmi, seconded by Matthew Weir to adopt the 2019 Board of Directors Meeting Schedule as presented; passed on a unanimous vote.

There being no further business the meeting was adjourned at 6:08 p.m.

The next meeting of the Association is scheduled for November 15, 2018 at 6:00 p.m. in the Association Building.

Trojan Foundation Delegate Report

October 31, 2018

On October 31st, Ms. Drew attended the Trojan Foundation meeting and updates are as follows:

- **Election of Officers:**
 - The board elected Patrick Lewis as President and Stacy Peters as Secretary. Lou Verdelli will continue in role as Treasurer.
- **Upcoming Events**
 - The Trojan Foundation will host an all-class reunion the Friday after Thanksgiving (November 23rd) at the Mill in Hershey. This is an event for all alumni of Hershey High School. No cost to attend with a cash bar.
 - Taste of Hershey – the annual Taste of Hershey event is tentatively scheduled for March 10, 2019. A planning committee will be meeting on Wednesday November 14, 2018 at the Hershey Lodge at 8:30am to beginning planning efforts. Ms. Drew offered to again donate use of email marketing account for notifications for events.
- **Grant Requests**
 - The board reviewed five requests for grants (applications are attached in separate PDF):
 - STEAM/2nd Grade – Megan Miller (approx. \$1,000)
 - Words have power – Renee Owens, Abby Eckert, Steve Hegge (\$1800)
 - Green Team – Sara Khan & Sallyann Talley (\$600)
 - HMS Family STEAM Night – Dori Hammer (\$150)
 - Creativity through Design – John Gabriele (\$1,000)
 - Applications from Mrs. Miller and Ms. Hammer were approved as presented. The remaining requests were all moved to next round for more detailed proposal.
- **Amazon Smile**
 - Board was reminded of ability to designate Trojan Foundation as recipient of charitable funds through use of Amazon Smile

The next meeting will be Thursday, November 29, 2018 at 7:30 am.

Respectfully Submitted,

Lindsay Drew

DTSD School Board