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Derry Township School District

Board of Directors Meeting – VIII

November 13, 2017

1. OPENING ITEMS

a. Call to Order

Minutes

The meeting was called to order by Mrs. Mysel at 7:00 p.m.

b. Roll Call

Members in Attendance: Brian Shiflett, Kathy Sicher, John Abel, Jennifer Mysel, Maria Memmi, Terry Singer, Heidi Eby

Members Absent: Jayanth Franklin, Julie Neal

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

Staff/Public in Attendance: Jason Reifsnyder, Dan Tredinnick, Jody Jacobs, Norman Diffenderfer, Annmarie Durnin, Tricia Steiner, Mike Knause, Lindsay Drew, Barbara Clouser, Joni Olson, Songul Ural, Judy Haverstick

c. Flag Salute

d. Approval of Board of Directors Agenda

Approval of the November 13, 2017 Derry Township School District Board of Directors Agenda.

Minutes

Following a motion by Mrs. Sicher and a second by Mrs. Memmi the Board Agenda for the evening's meeting was approved.

Vote Results

Aye:	7	John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No:	0	
Abstain:	0	
Not Cast:	2	Jayanth Franklin, Julie Neal

MOTION CARRIED

2. INFORMATIONAL AND PROPOSALS

a. High School Students of the Month

Minutes

Ms. Wade introduced the students of the month as follows:

- Mailinh Dang
- Arthur (Joe) Horner

b. Presentation: Personalized Learning iPads

Minutes

Ms. Wade, Mrs. Brown, Mrs. Clouser, and Julia Parry (student) provided the Board with an update on personalized learning iPads.

c. Announcement of Executive Session

Minutes

Mrs. Mysel announced that the HR Committee met on October 31, 2017 and the Board met in Executive Session prior to this meeting and will meet immediately after this meeting to discuss:

- Matters of personnel
- Consultation with attorneys
- 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 three (3) 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

The following standing committees met prior to the evenings meeting:

- Mrs. Sicher reported on the Curriculum Council Meeting. The committee received updates on four items, Project Max, reviewed meeting dates, reviewed new school code bill, and reviewed request for new courses;
- Mr. Shiflett reported on the Policy Standing Committee. The committee reviewed 6 policies for revision, all were approved for review by the full Board.

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

Miss Blazer and Mr. Kellachow provided an update to the Board on things happening at all dDistrict Buildings over the last 2 weeks.

g. Community Correspondence Report

Minutes

Mr. Tredinnick reported that there were two submissions during the month of October.

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

The following items will be on the Agenda for the November 27, 2017 Public Board of Directors Meeting:

1. Approval of November 13, 2017 Board of Directors Summary Minutes
2. Recognition of Outgoing School Board Members
3. Presentation: K-12 School Counseling Program
4. Finance Update
5. Memorandum of Understanding - ACT 93 Agreement
6. Special Education Settlement Agreement
7. Requests for the Use of Facilities
8. Personnel
9. Staff Development

Minutes

The anticipated agenda items for the November 27, 2017 meeting of the Derry Township Board of School 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. Shiflett the consent agenda items were approved.

Vote Results

Aye:	7	John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No:	0	
Abstain:	0	
Not Cast:	2	Jayanth Franklin, Julie Neal

MOTION CARRIED

a. Approval of October 23, 2017 Summary Board of Directors Meeting - VII Minutes

b. Approval of Overnight Field Trip/Excursion - High School Band

The Administration recommended the approval of the overnight field trip/excursion as listed:

Group:	High School Band
Number of Participating Students:	100
Grade Level:	9-12

<i>Destination:</i>	Orlando (Disney), FL
<i>Purpose:</i>	Performance at Magic Kingdom
<i>Depart:</i>	March 14, 2018
<i>Return:</i>	March 19, 2018
<i>Trip Leader:</i>	Jonathan Pinkerton

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

c. Approval of High School Club - Musical Club

The Administration recommended the addition of the Hershey High School Musical Club. No Limited Service Contract nor Student Activity Account are associated with the club.

d. Approval of HS Club - World Club

The Administration recommended the addition of the Hershey High School World Club. No Limited Service Contract is associated with the club. The Club requests a Student Activity Account.

e. Approval of HS We Matter Club

The Administration recommended the addition of the Hershey High School We Matter Club. No Limited Service Contract nor a Student Activity Account are associated with the club.

f. Requests for the Use of School Facilities

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

Group: **Cocoa Packs, Inc.**

Date/Time: December 7, 21, 2017
1:00 p.m. - 9:00 p.m.

Requested Facility: Middle School Cafeteria

Event: Toys for Tots Distribution for Derry Township Children in Need

Fee: **None**

Group: **Hershey Band Boosters**

Date/Time: December 9, 2017
6:00 a.m. - 1:00 p.m.

Requested Facility: Elementary School Cafeterias (both), LGI

Event: Santa's Pancake Breakfast, Bake Sale, K-12 Band Performances

Fee: **Food Service Staff: Cost to be determined**

Group: Kids for Christ
Date/Time: January 11, 12, 2018
February 8, 22, 2018
March 8, 22, 2018
April 12, 26, 2018
May 10, 24, 2018
8:00 a.m. - 8:30 a.m.
Requested Facility: Elementary School Art Room #1
Event: Bible Club
(For interested children in the ECC & Elementary Schools)
Fee: None

Group: Hershey Boys' Basketball Boosters
Date/Time: February 17, 2018
8:00 a.m. - 9:00 p.m.
February 18, 2018
8:00 a.m. - 6:00 p.m.
Requested Facility: High School: Gym, Lobby
Middle School: Gym, Lobby
ECC: Gym
Event: Chocolatetown Youth Basketball Tournament
Fee: Custodian: \$39.95 per hour, per school

Group: Hershey United Lacrosse Association
Date/Time: July 14, 2018
8:00 a.m. - 10:00 p.m.
July 15, 2018
8:00 a.m. - 7:00 p.m.
Requested Facility: Cinder Track/Memorial Football Field, MS Soccer Lower Field, MS Football Upper Field, Football/Track Turf Field, Field Hockey, JV Baseball Field, 322 Turf Field, Multi-Purpose High School Field
Event: 2018 Summer Lacrosse Tournament
Fee: Rental of 2 Turf Fields: \$35.00 per hour/per field (Approximate \$1,750.00)
2 Turf Field Managers: \$42.41 per hour/per field (Approximate \$2,120.50)
Custodian: \$39.95 per hour

Group: Hershey Soccer Club

Date/Time: August 11 - 12, 2017
7:30 a.m. - 6:00 p.m.

Requested Facility: 322 Turf, Football /Track Turf, Pebble Beach Baseball Outfield, Memorial Field, 2 MS Grass Fields, Field Hockey Grass Field, HS Multi-Purpose Field, MS & HS Parking Lots

Event: Hershey Summer Classic Soccer Tournament 2018

Fee: Rental of 2 Turf Fields: \$35.00 per hour/per field (Approximate: \$1,470.00)
2 Turf Managers: \$42.41 per hour/per field (Approximate: \$1,781.22)
Custodian: \$39.95 per hour

g. Request for the Use of School Facilities with Waiver

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

Group: Hershey Middle School Bands

Date/Time: May 19, 2018
June 2, 2018
7:00 a.m. - 3:00 p.m.

June 1, 2018
2:30 p.m. - 11:30 p.m.

Requested Facility: Middle School Auditorium, Auditorium/Gym Lobby, Cafeteria, Orchestra Room, LGI, Band Room, Restrooms in Lobby

Event: Music in the Parks

Fee: Custodial: \$39.95 per hour

*** Facility Fees:** Auditorium Rental: \$80.00 per hour (Approximately \$2,000.00)
Cafeteria Rental: \$55.00 per hour (Approximately \$1,375.00)
LGI Rental: \$35.00 per hour (Approximately \$875.00)
Orchestra Room Rental: \$25.00 per hour (Approximately \$625.00)
Band Room Rental: \$25.00 per hour (Approximately \$625.00)
* Requesting Waiver (Approximately \$5,500.00) - Letter Attached

5. NEW BUSINESS

a. Approval of Bus Purchase

The Administration recommended the Board approve the purchase of the following buses utilizing the National Joint Powers Alliance cooperative purchasing contract in lieu of the bidding process for school buses. The delivery date would be no later than June 30, 2018.

Amount	Description	Cost per Unit
4	*77-Passenger Blue Bird Vision Propane School Buses	\$93,815.00
	* with Derry Township School District specifications	

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Shiflett the purchase of four 77-Passenger Blue Bird Vision Propane School Buses in the amount of \$93,815 per bus was approved.

Vote Results

Aye:	7	John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No:	0	
Abstain:	0	
Not Cast:	2	Jayanth Franklin, Julie Neal

MOTION CARRIED

b. Approval of 005-BOG- 1 Board Standing Committee (Revision)

The Administration recommended the approval of the revision to 005-BOG-1 Board Standing Committee.

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Shiflett revision to 005-BOG-1 Board Standing Committee policy was approved.

Vote Results

Aye:	7	John Abel, Maria Memmi, Jennifer Mysel, Kathy Sicher, Terry Singer
No:	0	
Abstain:	0	
Not Cast:	1	

MOTION CARRIED

c. Addendum to Superintendent's Contract

The Board of Directors President recommended approval of the Addendum to the Superintendent's Agreement effective July 1, 2017.

Minutes

Following a motion by Mrs. Memmi and a second by Mrs. Sicher the Addendum to the Superintendent's Agreement effective July 1, 2017 was approved.

Vote Results

Aye: 5 John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No: 0
Abstain: 0
Not Cast: 2 Jayanth Franklin, Julie Neal

MOTION CARRIED

d. Approval of Trane Service Agreements

The Administration recommended the Board approve the service agreements for building automation systems with Trane for the Elementary, Middle, and High Schools for the period of July 1, 2017 through June 30, 2019 at the following annual costs:

Hershey Elementary School	\$5,835 per year
Hershey Middle School	\$9,509 per year
Hershey High School	\$13,607 per year

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Singer the service agreements for building automation systems with Trane were approved.

Vote Results

Aye: 7 John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No: 0
Abstain: 0
Not Cast: 2 Jayanth Franklin, Julie Neal

MOTION CARRIED

e. Equipment Lease - Scrubber

The Administration recommended the Board approve the 4-year lease agreement with Americhem for a Tennant 26-inch Scrubber at a cost of \$5,100 per year.

Minutes

Following a motion by Mrs. Memmi and a second by Mrs. Sicher the 4-year lease agreement with Americhem for a Tennant 26-inch Scrubber at a cost of \$5,100 per year was approved.

Vote Results

Aye: 7 John Abel, Maria Memmi, Jennifer Mysel, Kathy Sicher, Terry Singer
No: 0
Abstain: 0
Not Cast: 2 Jayanth Franklin, Julie Neal

MOTION CARRIED

f. Approval of Change Order - ECC Chiller Replacement

The Administration recommended the Board approve the change order for the ECC Chiller Project with SSM Industrial, Inc. for a credit in the amount of \$170,000.

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Shiflett the change order for the ECC Chiller Project with SSM Industrial, Inc. for a credit in the amount of \$170,000 was approved.

Vote Results

Aye:	5	John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No:	0	
Abstain:	0	
Not Cast:	1	Jayanth Franklin, Julie Neal

MOTION CARRIED**g. Approval of Gift - Books**

The Administration recommended accepting the following Gift:

<i>Donated by:</i>	Faulkner Subaru Dealership
<i>Item:</i>	Books
<i>Specifications:</i>	According to curriculum needs in the Elementary Schools
<i>Value:</i>	\$2,512.69

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Shiflett the gift was approved.

Aye:	7	John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No:	0	
Abstain:	0	
Not Cast:	2	Jayanth Franklin, Julie Neal

MOTION CARRIED**h. Approval of Gift - Fold Scopes**

The Administration recommended accepting the following Gift:

<i>Donated by:</i>	Mr. Jack Bishop
<i>Item:</i>	30 Foldscopes
<i>Specifications:</i>	To be used in the Middle School Gifted Program
<i>Value:</i>	\$40.00

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Shiflett the gift was approved.

Vote Results

Aye:	7	John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No:	0	
Abstain:	0	
Not Cast:	2	Jayanth Franklin, Julie Neal

MOTION CARRIED

i. Personnel - Resignations

The Administration recommended the approval of the following resignations:

Classified:

Cooper, Dominique

Bus Driver

District-wide

Reason: Personal

Effective: 11/06/2017 (retroactive)

Kettering, Karen

Paraprofessional (Self-Contained Classroom)

Intermediate Elementary School

Reason: Retirement

Effective: 01/03/2018

Lapioli, Angela

Library Aide

Middle School

Reason: Personal

Effective: 11/06/2017 (retroactive)

Livering, John

Substitute/Part-time Stockroom/Truck Driver

District-wide

Reason: Retirement

Effective: 12/31/2017

Nguyen, Wendy

Paraprofessional (Self-Contained Classroom)

Intermediate Elementary School

Reason: Personal

Effective: 10/26/2017 (retroactive)

Risser, Christine

Paraprofessional

Primary Elementary School

Reason: Personal

Effective: 10/27/2017 (retroactive)

Vasquezi-Rode, Nicole

Paraprofessional

Intermediate Elementary School

Reason: Personal

Effective: 11/08/2017 (retroactive)

Limited Service Contract:

DeVivo, Kara

Summer School Special Education - K-12

District-wide

Reason: Personal

Effective: 10/24/2017 (retroactive)

Minutes

Following a motion by Mr. Shiflett and a second by Mrs. Sicher the Personnel - Resignations items were approved.

Vote Results

Aye:	7	John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No:	0	
Abstain:	0	
Not Cast:	2	Jayanth Franklin, Julie Neal

MOTION CARRIED

j. Personnel - General

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

Classified:

Hay, Margaret

Substitute General Food Service Worker

District-wide

Salary: \$11.21 per hour

Effective: 11/14/2017

Pietsch, Deena (replacing Jessica Yahner)

Paraprofessional

Middle School

Level A: 5.75 hours per day

Salary: \$16.34 per hour

Effective: 11/14/2017

Schwanzer, Taylor

Substitute Nurse's Assistant

District-wide

Salary: \$25.58 per hour

Effective: 11/14/2017

Werner, Daniel

Electrical Technician/Special Projects

District-wide

Full-time, 8.0 hours per day

Salary: \$26.22 per hour

Effective: 11/14/2017

Yohe, Michele*

Substitute Administrative Assistant
District-wide
Salary: \$17.10 per hour
Effective: 11/14/2017

Transfer of Classified Staff:

Bechtel, Beth*

Administrative Assistant
High School
From: Level C: 7.5 hours per day
To: Full-time: 7.5 hours per day (replacing Kathy Bijold Sohn)
Salary: \$21.19 per hour
Effective: 01/03/2018

Jaskulski, Laura*

Cafeteria/Recess Aide
From: Primary Elementary School
To: Intermediate School
Level A: 3.0 hours per day
Salary: \$13.58 per hour
Effective: 11/14/2017

Yahner, Jessica*

Paraprofessional
From: Middle School
To: Primary Elementary School
Level A: 5.75 hours per day
Salary: \$16.34 per hour
Effective: 11/03/2017 (retroactive)

Limited Service Contracts:

Boggess, Christopher*

Youth and Government Advisor
High School
Group H, Step 1
Salary: \$1,173
Effective: 11/14/2017

Ott, Ellen*

Cardio Room Supervisor - Winter
High School
Group H, Step 1
Salary: \$1,173
Effective: 11/14/2017

Painter, Mark*

Weight Room Supervisor - Winter
High School
Group F, Step 15
Salary: \$3,912
Effective: 11/14/2017

Peters, Amanda* (replacing Kara DeVivo)

Summer School Special Education - K-12
District-wide
Group H, Step 1
Salary: \$1,173
Effective: 11/14/2017

Wilson-Fox, Carol Rena*

Head Cheerleading Coach - Winter
Middle School
Group G, Step 7
Salary: \$2,235
Effective: 11/14/2017

Transfer of Coaching Staff:

Viozzi-Gjurich, Kelly*

From: Assistant Varsity Cheerleading Coach - Winter
To: Head Varsity Cheerleading Coach - Winter
High School
Group E, Step 2
Salary: \$2,514
Effective: 11/14/2017

2. The Administration recommended the approval of the following request in accordance with District Policy 339:

Huntzberger, Harlee*

Paraprofessional (Self-Contained Classroom)
High School
Uncompensated Leave
Effective: approximately 02/26/2018 through 04/30/2018

*** This individual is currently an employee and/or volunteer. Clearances are on file.**

Minutes

Following a motion by Mr. Shiflett and a second by Mrs. Sicher the Personnel - General items were approved.

Vote Results

Aye:	7	John Abel, Heidi Eby, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher, Terry Singer
No:	0	

Abstain: 0

Not Cast: 2 Jayanth Franklin, Julie Neal

MOTION CARRIED

6. DELEGATE REPORT

a. DCTS

Minutes

Mr. Shiflett attached his report for the Dauphin County Technical School.

b. CAIU

Minutes

Mr. Franklin attached his report for the CAIU.

c. HACC

Minutes

Mrs. Mysel attached her report for HACC.

7. SPECIAL REPORTS

a. Board Members' Report

Minutes

Mrs. Memmi read a prepared statement regarding a recent editorial in the Hummelstown Sun.

b. Superintendent's Report

Minutes

Mr. McFarland provided the Board with the following update:

- Update on FBI finger printing State contract

c. Board President's Report

Minutes

Mrs. Mysel reminded the Board that today was World Kindness Day and updated the Board on the Advisory Council meeting.

8. RECOGNITION OF CITIZENS

This was 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:

- Annmarie Durnin - Student concern
- Sonja Ural - Student concern
- Jody Jacobs - Student concern

9. ADJOURNMENT

Minutes

Following a motion by Mrs. Sicher and a second by Mrs. Memmi the meeting was adjourned at 8:03 p.m.

Respectfully submitted,

Michael Frentz
Secretary to the Board
Approved December 11, 2017

Kathy L. Sicher
President of the Board of Directors

Derry Township School District
School Board Meeting
November 13, 2017

Please Sign In AND Print Out Name

Signature

Daniel B Tredinnick

Printed Name

Dan Tredinnick

Pats & Stu

Tricia Steiner

Signature

Barbara Clouser

Printed Name

Barbara Clouser

Signature

Lindsay Drew

Printed Name

Lindsay Drew

Signature

Jody Jacobs

Printed Name

Jody Jacobs

Signature

Annmarie Darnin

Printed Name

Annmarie Darnin

Signature

Joni Olson

Printed Name

Joni Olson

Signature

Norman Diffenderfer

Printed Name

NORMAN DIFFENDERFER

Signature

Mike Krause

Printed Name

Mike Krause

Signature

Songul Ural

Printed Name

Songul URAL

Signature

Judy Haverstick

Printed Name

Judy Haverstick

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

ADDENDUM TO SUPERINTENDENT'S AGREEMENT

The Board of Directors of Derry Township School District and Joseph McFarland, each intending to be legally bound, hereby enter into the following Addendum to the Superintendent's Agreement ("Agreement") dated July 1, 2017 - June 30, 2021.

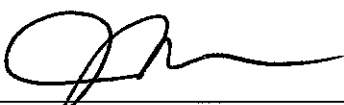
1. Pursuant to Paragraph 3(D) Evaluation, the Agreement shall be amended to replace the existing Exhibit A with the attached, updated Exhibit A, which includes Superintendent's goals for purposes of evaluation for the 2017-2018 school year. Exhibit A is hereby amended so that the attached Evaluation Tool shall be used evaluating Superintendent's work performance for the 2017-2018 school year.
2. The Board of School Directors and Superintendent agree that Superintendent's performance as Superintendent will be evaluated by the annual objective performance standards which are entitled "Superintendent Evaluation" and made a part of this Addendum as "Exhibit A" and which, hereafter, shall be updated annually and made a part of the underlying Superintendent's Agreement and incorporated annually therein without further amendment. The objective performance standards shall be posted on the School District's publically accessible Internet website.
3. The balance of the Superintendent's Agreement dated July 1, 2017 – June 30, 2021, is hereby reinstated and affirmed.

DERRY TOWNSHIP SCHOOL DISTRICT

Date: 11/13/17

By: 
Jennifer Mysel, President
Board of School Directors

Date: 11/13/17

By: 
Joseph McFarland
Superintendent

Superintendent Evaluation



DERRY TOWNSHIP SCHOOL DISTRICT

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Introduction
Welcome to Derry Township School District's Superintendent Evaluation Tool. The Human Resources Committee comprised of Heidi Eby (Chair), Jennifer Mysel, Brian Shiflett, Kathy Sicher and Joe McFarland initiated this new evaluation process with input and final approval of the 2016-2017 School Board.
This tool was developed in a response to several board members expressing negative feedback regarding the 2015-2016 Superintendent Evaluation Tool that was modeled after the PSBA's recommended Superintendent Evaluation instrument and used for three years by the board. The Human Resources committee utilized a process guided by Heidi Eby, Chair, to review superintendent evaluations from school districts from around the country. Upon review of several model evaluation instruments, the Human Resources Committee found the one by the Michigan Association of School Boards to be the most useful. The following evaluation tool has been edited and changed to reflect Derry Township School District's Superintendent General Responsibilities from our Superintendent's current contract as well as his Strategic District Initiatives (otherwise known as his goals).
Overview
The following evaluation contains six sections plus one page of Superintendent goals. Each Board member completes the evaluation on his or her own. The Board President collects each individual evaluation. The Human Resources Committee compiles the results of each section to produce an average score. If a Board member rates the Superintendent minimally effective or below, a comment providing an explanation must be stated on the comment page following that particular standard. The comments page under each standard will be submitted to the Superintendent with the final evaluation. These comment pages are not intended to be directives to the Superintendent but evidence to support a rating. It is recommended that each School Board member keep a copy of the Evaluation starting at the beginning of the school year, and that the Superintendent gives the Board periodic progress reports on artifacts that may serve as evidence of performance throughout the year. (See Appendix B for details on Conducting the Formal Evaluation) Appendix C models what the timeline may look like to ensure the Board and Superintendent stay on task with the Evaluation process throughout the year.
Public Reporting Requirements
Pursuant to §1073.1(b.1) of Pennsylvania's Public School Code of 1949, the Board of School Directors is required to post the mutually agreed upon objective performance standards contained in the superintendent's contract on the school district's publicly accessible internet website.
Upon completion of the annual performance assessment, the Board of School Directors is required to post the date of the assessment and whether or not the district superintendent has met the objective performance standards on the school district's publicly accessible internet website.
Training
Beginning each school year and upon election of new School Board members, training is required about effective use of this evaluation tool. An overview should be provided as well as a detailed review of each section, how to evaluate and calculate scores, determining the final evaluation rating, artifacts of evidence, how scores are compiled and presented to the Superintendent, and how comments are presented to the Superintendent.
Contingences
If a superintendent is rated as minimally effective or ineffective, the Board must develop and require the superintendent to implement an improvement plan to correct the deficiencies. The improvement plan shall recommend professional development opportunities and other actions designed to improve the rating of the superintendent on his/her next annual evaluation.
References
Green, R., Holden, O., Oser, D., & Stair, D. (2016). Michigan Association of School Boards, Superintendent Evaluation. Retrieved from http://www.masb.org/superintendents.aspx .

A. Governance & Board Relations

Weight: 20%

		Ineffective (1 pt)	Minimally Effective (2 pt)	Effective (3 pt)	Highly Effective (4 pt)	Rating
A1	Policy involvement/ Adminstrative guidelines Superintendent's General Responsibilities: 3, 4, 6	Makes decisions without regard to adopted policy or fails to maintain administrative guidelines.	Provides correspondence from policy/guideline provider with recommendation(s) for adoption. Follows as written.	Is actively involved in the development, recommendation and administration of district policies and administrative guidelines.	Is proactive in the determination of district needs and policy priorities, and is actively involved in the development, recommendation and administration of policies and administrative guidelines.	
A2	District goal development Superintendent's General Responsibilities: 1, 14	District goals are not developed.	District goals are defined by implementing state curriculum and seeking to maximize student scores.	Facilitates the development of short-term goals for the district. Provides the necessary financial strategies to meet those goals.	Believes in and facilitates the development of short-/long-term goals for the district. Aligns the available resources within the budget to accomplish these goals and ties them to the District's Comprehensive Strategic Plan. Provides evidence of effectiveness for each goal.	
A3	Information Superintendent's General Responsibilities: 4, 11, 14	Does not provide the information the Board needs to perform its responsibilities.	Keeps only some members informed, making it difficult for the Board to perform its responsibilities.	Keeps the Board informed with appropriate information as needed so it may perform its responsibilities.	Keeps all Board members informed with appropriate, regular communication so it may perform its responsibilities.	
A4	Materials and background Superintendent's General Responsibilities: 1, 3, 4	Meeting materials aren't readily available. Members arrive at meetings without enough prior information regarding agenda or background information.	Meeting materials are incomplete, and don't include adequate background information or historical perspective.	Materials are provided. Background and historical perspective are included. Recommendations are included.	Meeting materials are comprehensive with all adequate background information and previous action included. Recommendations are well thought out.	
A5	Board questions Superintendent's General Responsibilities: 11	Board questions aren't fully answered and some information may be incorrect. Some questions may be avoided.	Most board questions are answered. All members aren't apprised of all relevant questions/answers.	Board questions are addressed with follow-up to members.	Board questions are answered thoroughly with communication to all members to ensure understanding.	

A. Governance & Board Relations – continued

Weight: 20%

A6	Board development Superintendent's General Responsibilities: 2, 4	Doesn't promote and does not budget for Board development.	When prompted, provides members with information about Board development.	Provides members with information regarding Board development opportunities when they arise and budgets for board development.	Actively encourages board development by seeking and communicating opportunities. Ensures funding is aligned to Board development plan.	
A7	Legal Attention and Action Superintendent's General Responsibilities: 9	Does not oversee the formation, preparation, and submission to the Board of all matters requiring legal attention and action.	Rarely oversees the formation, preparation, and submission to the Board of all matters requiring legal attention and action.	Partially oversees the formation, preparation, and submission to the Board of all matters requiring legal attention and action.	Oversees the formation, preparation, and submission to the Board of all matters requiring legal attention and action.	
						Category rating:
Artifacts that may serve as evidence of performance in this domain: • Meeting agendas/minutes • Board packets • Board development materials • Memos/communications • Board policies/policy book • Retreat agendas/minutes • Board development plan • Communication protocols • Policy review calendar • Confidential Board Brief • Executive session communication • Legal invoice summaries • New Board induction agendas • Committee schedules, agendas, minutes • Administrative team goals • Emails to the Board • Board presentation schedule • Right-to-Know request logs • Superintendent's leave log						

Comments by Board Member-Name Indicator you are referencing with your comment: (i.e. A1)	Comments by the Superintendent:

Derry Township School District

B. Community Relations

Weight: 15%

		Ineffective (1 pt)	Minimally Effective (2 pt)	Effective (3 pt)	Highly Effective (4 pt)	Rating
B1	Parent feedback Superintendent's General Responsibilities: 12 <i>Not applicable outside of Strategic Plan years.</i>	Doesn't accept input or engage parents in district-wide goal setting.	Accepts suggestions and input from parents but fails to seek it. Does not engage parents in district-wide goal setting.	Readily accepts parent input and engages parents in district- wide goal setting.	Actively seeks parental input, creates methods for parents to be actively involved in setting and supporting district-wide goals.	
B2	Communication with community Superintendent's General Responsibilities: 1	Isn't readily available for parents, businesses, governmental, and civic groups. Avoids direct communication unless absolutely necessary.	Is available for parents, businesses, governmental and civic groups, providing them with information, but doesn't seek their input. Is not proactive.	Actively seeks two-way communication/feedback with parents, businesses, governmental and civic groups as appropriate.	Proactively seeks two-way communication, as appropriate, and works to provide alternative means of contact with parents, businesses, governmental and civic groups.	
B3	Media relations Superintendent's General Responsibilities: 1	Communicates with the media only when requested.	Isn't proactive, but is cooperative with the media when contacted.	Promotes positive relations and provides the media with district event information.	Initiates and actively engages the media.	
B4	District Image Superintendent's General Responsibilities: 12	Is indifferent or negative about the district. Does not speak well or represent the district well in front of groups.	Doesn't actively promote the district. Speaks adequately in public.	Projects a positive image of the district as expected. Is well spoken.	Projects a positive image at all times; is a champion for the district. Is articulate, knowledgeable, and well- spoken.	
B5	Approachability Superintendent's General Responsibilities: 12	Is neither visible nor approachable by members of the community.	Is visible but not necessarily approachable by members of the community.	Is visible and approachable by members of the community.	Is visible and approachable by members of the community. Attends a variety of events.	
Artifacts that may serve as evidence of performance in this domain: • Third party survey data • School accreditation survey data • Meeting invitations, agendas • Press releases • Community meeting agendas • News clips/interviews • Community engagement calendar • Communications • Service club membership(s) • Java with Joe schedule and minutes • Business Leader Breakfast schedule/agendas • Rotary meeting dates • Superintendent blog • Meeting dates with entity leaders • Superintendent reports at Board meetings • Event attendance schedule						Category rating:

B. Community Relations – continued

Weight: 15%

Comments by Board Member-Name _____ (please state the performance indicator you are referencing with your comment i.e., A1):	Comments by the Superintendent:

C. Staff Relations

Weight: 15%

		Ineffective (1 pt)	Minimally Effective (2 pt)	Effective (3 pt)	Highly Effective (4 pt)	Rating
C1	Staff feedback Superintendent's General Responsibilities: 5	Doesn't accept input or engage teachers and staff in decision-making or goal setting.	Accepts suggestions and input from staff but does not seek it. Does not engage staff in goal setting or decision-making.	Readily accepts staff input and engages staff in goal setting and/or decision-making.	Actively seeks staff input in decisions, creates methods for staff to be actively involved in setting and supporting goals.	
C2	Staff communications Superintendent's General Responsibilities: 5	Doesn't inform staff of matters that may be of concern.	Is inconsistent in keeping staff informed of important matters.	Keeps staff informed of important matters.	Establishes a system of keeping staff continually informed of important matters.	
C3	Personnel matters Superintendent's General Responsibilities: 5	There is no system to handle personnel matters in a consistent manner. Some situations may be handled with partiality.	A system has been established, but it is not applied consistently.	A system is used to address personnel matters with consistency, fairness, discretion and impartiality.	Establishes a system that is proactive with personnel matters. Personnel policies are routinely discussed and promoted.	
C4	Delegation of duties Superintendent's General Responsibilities: 5	Doesn't delegate duties. Maintains personal control over all district operations.	Delegate's duties as staff members request additional responsibilities.	Delegates responsibility to staff within their abilities and then provides support to ensure their success.	Delegate's responsibility to staff that will foster professional growth, leadership, and decision-making skills.	
C5	Recruitment Superintendent's General Responsibilities: 5	There is no formal recruitment process and/or hiring is considered in an arbitrary manner.	A formal recruitment process is in place, but is not used consistently.	Follows a formal recruitment process for each hiring opportunity.	Follows a formal recruitment process for each hiring opportunity. Actively recruits the best staff available and encourages their application to the district.	
C6	Labor relations (Bargaining) Superintendent's General Responsibilities: 5	Is unable to work with union leadership, doesn't work to improve relations.	Accepts that collective bargaining is a necessary and difficult process. Works to make the best of it.	Is proactive in sharing appropriate information and manages dynamics of the relationship.	Actively seeks to improve the bargaining experience through relationship-building, trust, and sharing of information.	
C7	Visibility in district Superintendent's General Responsibilities: 1, 5, 12	Seldom visits buildings.	Is present at building programs and special activities.	Visits buildings/classrooms occasionally.	Makes regular, purposeful visits to buildings and classrooms a priority.	
	Category rating:					

C. Staff Relations – continued

Weight: 15%

Artifacts that may serve as evidence of performance in this domain:

- Third-party survey data
- School accreditation survey data
- Hiring process documentation
- Personnel policies and procedures
- Recruitment calendar
- Staff leadership development plan
- Negotiations documentation
- School visit calendar
- Communications
- Staff meeting agendas/minutes
- HEA leadership meeting schedules
- Professional learning committee agendas/schedules
- Classroom visitation log
- On-boarding process
- Induction schedules
- Notes to and from staff

Comments by Board Member-Name _____ (please state the performance indicator that you are referencing with your comment i.e. A1):	Comments by the Superintendent:

D. Business & Finance**Weight: 15%**

		Ineffective (1 pt)	Minimally Effective (2 pt)	Effective (3 pt)	Highly Effective (4 pt)	Rating
D1	Budget development and management Superintendent's General Responsibilities: 8	Budget knowledge is limited. The budget is developed and managed without taking into consideration current needs of the district.	Works to develop and manage the budget to meet the immediate fiscal issues. Decisions are primarily reactive to current needs of the district.	Budget actions are proactive and consider the most current information and data. A balance is sought to meet the needs of students and remain fiscally responsible to the community.	Budget actions are proactive and consider both current and long-range information and data. A balance is sought to meet the current and future needs of students and remain fiscally responsible to the community.	
D2	Budget reports Superintendent's General Responsibilities: 10, 11	Doesn't report financial information to the Board except with the annual audit.	Reports the status of financial accounts as requested by the Board.	Reports to the Board concerning the budget and financial status on a regular basis (monthly, quarterly, etc., as agreed upon by governance team).	Constant flow of budgetary/ financial information provided with discussion of the ramifications of any changes.	
D3	Financial controls Superintendent's General Responsibilities: 7	Annual audit has revealed areas that are in need of improvement. Financial accounts aren't in order.	Annual audit is used to reveal any discrepancies. Internal controls are inconsistent.	Is up-to-date with GAAP and state accounting procedures. Maintains internal controls.	Promotes appropriate financial controls, including third-party audits, and reconciliation of accounts. Is proactive.	
D4	Facility management Superintendent's General Responsibilities: 8,10	A capital improvement plan is not created. Maintenance is only performed when absolutely needed.	Facilities needs are discussed internally, but a capital improvement plan is not created. Issues are addressed on an as-needed basis.	A capital improvement plan is in place that includes the current status of the buildings and the need to improve any facilities in the future.	A capital improvement plan is in place that includes current status of buildings and the need to improve facilities in the future, with a projected plan to secure funding.	
D5	Resource allocation Superintendent's General Responsibilities: 2, 5, 8	Resources are allocated without consideration of district needs.	Resources are allocated to meet immediate needs.	Resources are distributed based upon district goals and seek to meet immediate objectives.	Resources are distributed based upon district goals and seek to meet immediate and long-range objectives.	
D6	Contracted Services and Procurement Superintendent's General Responsibilities: 7, 10	Doesn't provide evidence that procurement is in compliance with policy and laws.	Provides evidence that procurement is in compliance with policy and laws.	Regularly seeks opportunities to maximize value to district through negotiated procurements of goods and services as well as through use of cooperative and consortium purchasing agreements.	Both strategically plans and regularly seeks opportunities to maximize value to district through negotiated procurements of goods and services as well as through use of cooperative & consortium purchasing agreements.	

D7	Non-Traditional Revenue Superintendent's General Responsibilities: 8, 14	Provides no evidence of maintaining existing sources of non-traditional revenue.	Provides evidence of maintaining existing sources of non-traditional revenue.	Actively pursues new opportunities and maintains existing sources of non-traditional revenue.	Strategically plans for expanding non-traditional revenue. Pursues new revenue opportunities and maintains existing sources of non-traditional revenue.	
						Category rating:
Artifacts that may serve as evidence of performance in this domain: • Comprehensive Strategic plan • District budget • Capital Improvement Plan • Monthly finance reports • Monthly Business Manager finance updates to board • District credit rating report (NRSRO) • Annual financial statements • Independent Auditor's report • Auditor General's report • Evidence of budgetary alignment to district-wide goals • Policies/procedures related to fiscal management • Long-term financial forecast data • Facilities maintenance & management procedures • General Services Standing Committee meeting minutes • Facility & enrollment planning studies • Schedule of service contracts • Cooperative & consortium purchasing agreements • Grants received/applied for • Enterprise lease agreements						

Comments by Board Member-Name _____ (please state the performance indicator you are referencing with your comment i.e. A1):	Comments by the Superintendent:

E. Instructional Leadership

Weight: 25%

		Ineffective (1 pt)	Minimally Effective (2 pt)	Effective (3 pt)	Highly Effective (4 pt)	Rating
E1	Performance evaluation system Superintendent's General Responsibilities: 14	No performance evaluation system is in place and/or not all evaluations have been completed as required.	Evaluations are completed but not entirely in compliance or are inconsistent with state law.	Evaluations are completed in a timely manner. Some less than "effective." Staff lack individualized development plans.	Performance evaluation system in place that is in compliance with state law. Required evaluations completed. Necessary development plans in place. Evaluations are consistent across district.	
E2	Staff development Superintendent's General Responsibilities: 1	Staff development isn't consistently provided. Staff members are responsible for their own improvement.	Staff development programs are offered based upon available opportunities.	Staff development programs are offered based upon available opportunities that are targeted toward staff growth and increasing student achievement.	Staff development programs are individualized targeted toward district-specific goals and are sustained to increase student achievement.	
E3	Building level plans Superintendent's General Responsibilities: 2, 12	Building level plans are limited. There is no comprehensive plan in place.	Building level plans are in place at the building level but lack district-wide coordination.	Building level plans are in place at all buildings and align to the district-wide goals.	Building level plans are in place at all buildings and align to the district-wide goals. Systems are in place for implementation of improvement efforts and monitoring of progress.	
E4	Curriculum Superintendent's General Responsibilities: 2, 3, 12	Curriculum isn't a priority in the district and/or is inconsistent across grade levels.	A curriculum is in place that seeks to meet the state standards.	Curriculum is in place, aligned across grade levels, and in compliance with state standards.	A Curriculum review and development plan is in place to ensure alignment across grade levels. The plan incorporates data driven decision into the review process.	
E5	Instruction Superintendent's General Responsibilities: 2, 3, 12	There is little to no focus on instruction. Technology is not utilized in classroom instruction.	Teachers are encouraged to enhance their instructional skills and embrace technology, but no comprehensive program(s) is/are in place.	Effort is made to accommodate diverse learning styles, needs, and levels of readiness. Some effort is made to incorporate technology to enhance learning.	Instructional practices in place that are differentiated and personalized to student needs. Technology is used to transform teaching and learning.	
E6	Student feedback Superintendent's General Responsibilities: 12	Doesn't accept input or seek student feedback.	Accepts suggestions and input from students but does not seek it.	Provides opportunities for student feedback regarding their education environment.	Actively seeks student input and creates avenues for students to be actively involved in their educational environment.	

E. Instructional Leadership – continued

Weight: 25%

		Ineffective (1 pt)	Minimally Effective (2 pt)	Effective (3 pt)	Highly Effective (4 pt)	Rating
E7	Student attendance Superintendent's General Responsibilities: 14	Attendance isn't addressed as a policy issue. Attendance rates are decreasing.	Attendance isn't an area of focus; and therefore, student attendance is a matter left to itself. Attendance rates fluctuate at will.	Attendance is an area of focus. There are plans and interventions in place to address chronic attendance problems. Attendance rates are improving.	Attendance is an area of focus. Individual student attendance problems are addressed early and supports are put into place. Attendance rates are being maintained at a high level.	
E8	Support for Students Superintendent's General Responsibilities: 4, 12	Academic supports are in place, but are inconsistent.	Academic supports are in place, but social supports to meet the needs of students are lacking.	Academic and social supports are available for students. Coordination and alignment can be improved.	Coherent systems of academic and social supports are in place to meet the needs of all students. Maintains a safe, caring and healthy learning environment.	
E9	Professional knowledge Superintendent's General Responsibilities: 2, 3, 4, 12	Is uninvolved in current instructional programs. Is unaware of current instructional issues.	Is somewhat knowledgeable of current instructional programs. Relies on others for information/data.	Demonstrates knowledge of current instructional programs, and is able to discuss them. Seeks to learn and improve upon personal and professional abilities.	Demonstrates knowledge and comfort with current instructional programs. Seeks to communicate with others how the district is implementing best practices. Participates actively in professional groups and organizations for the benefit of the district.	
E10	Student Life (K-12) Includes: Physical, Academic, Emotional and Social opportunities Superintendent's General Responsibilities: 2	Doesn't support diverse learning experiences outside the regular curricular program of the schools.	Some learning experiences are conducted outside the regular curricular program of the schools but may be limited in opportunity and diversity.	Diverse learning experiences are conducted outside the regular curricular program of the schools, but not always aligned with the instructional vision.	Diverse learning experiences are conducted outside the regular curricular program of the schools to help students discover and use their talents and passions to make positive contributions to the global community and to find excitement in learning and joy in life.	
Category rating:						

- Artifacts that may serve as evidence of performance in this domain:
 - Superintendent professional growth plan
 - Curriculum
 - Response to Instruction and Intervention (RtII)
 - Superintendent professional development
 - Teacher analysis of student achievement data
 - Curriculum audit
 - Strategic plan/district-wide goals
 - Staff development plan
 - Professional development calendar
 - Instructional model(s)
 - Curriculum Council agendas
 - Instructional audit
 - Coaching documentation
 - Observational data from staff
 - Documentation of instructional rounds
 - Positive behavior supports/character programs
 - Conference day schedule/sessions presented
 - In-service schedules
 - Building level goals aligned with district strategic plan
 - Sample PLC agendas/data reviews
 - Data presentation to the Board
 - Supports offered for students
 - Truancy elimination plan data
- Staff evaluation calendar
- District performance evaluation system

E. Instructional Leadership – continued

Weight: 25%

Comments by Board Member-Name Indicator you are referencing with your comment (i.e. A1):	Comments by the Superintendent:

F. Advocacy

Weight: 10%

		Ineffective (1 pt)	Minimally Effective (2 pt)	Effective (3 pt)	Highly Effective (4 pt)	Rating
F1	Collaboration with Community Agencies (e.g., LEA's, public safety entities, municipalities, non-profits) Superintendent's General Responsibilities: 12	Minimal discussions with community agencies regarding opportunities for shared learning and student support.	Responds to community agencies regarding opportunities for shared learning and student support.	Initiates discussions and collaborates with community agencies regarding shared opportunities for learning and student support.	Communicates, discusses, and creates opportunities for community agencies and the district to collaborate on shared learning and student support. Builds and maintains strong relationships with agencies.	
F2	Communicates with all constituencies to advance mission & goals of district. Superintendent's General Responsibilities: 3, 12	Communicates infrequently or to limited constituents about advancing mission & goals of district.	Communicates on an ad hoc basis to constituents about advancing mission & goals of district.	Communicates comprehensively to a broad spectrum of constituents to advance the mission & goals of district. Strategic plans outline communication action steps.	Communicates comprehensively to a broad spectrum of constituents and fosters content creation within the organization to advance the mission & goals of district. Strategic plans outline communication action steps.	
F3	Collaborates to advance the mission of public education. Superintendent's General Responsibilities: 3	Does not keep abreast of nor communicates current areas of interest of public education.	Is informed of the current happenings at the local, state, & federal levels of education.	Initiates discussions with local and state legislators to advance the mission of public education and shares advocacy messages with community.	Collaborates with local and state legislators to advance the mission of public education. Fosters community participation in advocacy efforts.	
F4	Advocates for policies and practices to improve the welfare of students. Superintendent's General Responsibilities: 3	No matters of educational policy were discussed to improve the welfare of students.	Some matters of educational policy were discussed, but no recommendations were made to improve the welfare of students.	Initiates matters of educational policy and makes specific recommendations to improve the welfare of students.	Initiates, recommends, and implements matters of educational policy to improve the welfare of students. Empowers staff to recommend, advocate and implement practices that improve the welfare of students.	
Category Rating:						
Artifacts that may serve as evidence of performance in this domain: • Letters to legislators • Committee involvement • Business leader breakfast agendas • Meetings with Hershey entities • Partnerships with MHS, HCYA • Superintendent blogs • Student programs (Community Day, Drugs 101)						

Comments by Board Member-Name (please state the performance indicator you are referencing with your comment i.e. A1)	Comments by the Superintendent:

G. Strategic District Initiatives

		Performance Indicator			NOT MET (X)	MET (X)
G1	Develop a resource guide that outlines all essential functions, duties, processes and procedures of the Superintendent position to ensure continuity in transition or extended absence.	A2, E2, E9				
			Evidence of Effectiveness	Mark an (x) for completion of evidence of effectiveness	Comments	
			Resource Guide (2018)			
			Development Program (will be 2019) is it in the process of being developed?			
			Evaluation Instrument (will be 2020) is it being considered when developing resource guide and leadership development opportunities?			
		Performance Indicator			NOT MET (X)	MET (X)
G2	Research and develop recommendations for future generators in the Granada property. Research additional revenue generation opportunities from web-based advertising and acceptance of tuition students to the District	D7				
			Evidence of Effectiveness	Mark an (x) for completion of evidence of effectiveness	Comments	
			Recommendations and timeline for Granada property renovation and maximization of space and parking.			
			Report and recommendations for web-based advertising and tuition students.			

		Performance Indicator			NOT MET (X)	MET (X)
G3	Develop trainings and systems to ensure that all staff know, understand and model good customer service that ensures that all constituents feel valued, heard and respected.	A1, D5, E2				
			Evidence of Effectiveness	Mark an (x) for completion of evidence of effectiveness	Comments	
			Customer Service training for professional staff			
			Customer Service training for support staff			
			Staff database			
			Yearly training schedule			
			Consistent Customer Service section of employee handbook			

H. Determining the Evaluation Rating

	Category Rating	Category Weight	Category Weighted Score
Section A: Governance & Board Relations		20%	
Section B: Community Relations		15%	
Section C: Staff Relations		15%	
Section D: Business & Finance		15%	
Section E: Instructional Leadership		25%	
Section F: Advocacy		10%	
Total Weighted Rating:			

Board Summary Final Board Rating

G1. Develop a resource guide that outlines all essential functions, duties, processes and procedures of the Superintendent position to ensure continuity in transition or extended absence.		
G2. Research and develop recommendations for future generators in the Granada property. Research additional revenue generation opportunities from web-based advertising and acceptance of tuition students to the District		
G3. Develop trainings and systems to ensure that all staff know, understand and model good customer service that ensures that all constituents feel valued, heard and respected.		
Number of Strategic District Initiatives rated as "Met"		

Evaluation School Year 2017-2018

Merit Pay* Total Weighted Rating Range

1%	2.0 ≤ Total Weighted Rating < 3.0
2%	3.0 ≤ Total Weighted Rating < 3.5
3%	3.5 ≤ Total Weighted Rating ≤ 4.0

**The Superintendent will be eligible for an annual merit pay in the amount of Three Percent (3%) of base salary upon a satisfactory annual evaluation.*

Merit Pay Criteria

1%	If all Strategic District Initiatives receive a final board rating of "Met."
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Merit Pay Awarded*

	Merit Pay for Total Weighted Rating
	Merit Pay for Strategic District Initiatives
	Total Merit Pay Award

**The Superintendent will also be eligible for additional merit pay in the amount of One Percent (1%) of base salary for satisfactory performance (Met) of the annual goals set forth by mutual agreement of the Superintendent and the Board.*

Appendix A – Superintendent's General Responsibilities	
The following general responsibilities are specified in the current Superintendent's employment agreement, under Section 2.C.	
1.	To serve as the executive head of the entire school system in charge of both educational and business functions;
2.	To administer the development and maintenance of a positive educational program designed to meet the needs of the community and to carry out policies of the Board;
3.	To initiate matters of educational policy and to make specific recommendations thereon;
4.	To keep current with educational developments, practices and procedures and to advise the Board regarding same and any appropriate changes in policy;
5.	To recommend the number and types of positions required to provide proper personnel for the operation of the School District, which shall include recommendations as to assignment of professional employees and all other employees under Superintendent's supervision;
6.	To facilitate the development and approval of policies in organization, finance, instruction, school planning and other functions of the school program;
7.	To establish and maintain effective procedures and controls for the expenditure of all school funds in accordance with the annual school budget subject to the direction and approval of the Board;
8.	To supervise the preparation of the annual budget and to recommend it to the Board for consideration and approval;
9.	To oversee the formation, preparation and submission to the Board of all matters requiring legal attention and action;
10.	To advise and recommend any matters in business administration; to pass final proper requests for equipment and supplies;
11.	To keep the Board continually informed of the progress and condition of the District;
12.	To conduct continuous study of development and needs of the school's programs and curriculum of the School District and to keep the public adequately informed concerning such studies;
13.	To provide liaison, communication and negotiation between the Board and District personnel subject to the direction and approval of the Board; and
14.	To perform all duties incident of the Office of Superintendent as set forth in Public School Code and such other duties as may be prescribed by the Board from time to time.

Appendix B – Conducting the Formal Evaluation and Conference	
Prior to Preparation of the Final Evaluation Tool:	
	1) Superintendent prepares a self-evaluation, compiles evidence using an Artifact binder, and provides to the Board for review.
	2) Board members seek clarity as needed regarding self-evaluation or evidence provided.
	3) Board members use their blank evaluation instruments, score each performance indicator, summarize their ratings, and make individual notes about their observations.
Board Preparation of the Final Evaluation:	
	4) The Human Resources Committee, along with the Board President, will compile the individual Board members' scores of each evaluation. The committee may recommend final performance indicator and category ratings based upon total board member input.
	5) An average rating will be calculated for each performance indicator based upon scores from all board members. The ratings may be colored coded like a traffic signal in the following manner: red indicates "1" scores, yellow indicates "2" scores, light green indicates "3" scores, and dark green indicates "4" scores.
	6) The board determines a final rating for each performance indicator, to be expressed in whole numbers.
	7) The performance indicator ratings are then averaged within each category to create a "Category Rating." Round to the nearest whole number. For example, 3.5-4.0 would be rounded up to a 4. In cases where the average is close to a break point, examine both the average of the unrounded performance indicator ratings as well as the average of the rounded final performance indicator ratings to determine the appropriate category rating.
	8) To those values-category weights are then applied to determine a "Total Weighted Rating" for the entire evaluation. The Total Weighted Rating will be reflected with 2 decimal points (to the hundredth).
	9) The Board determines a "Met" or "Not Met" rating for each of the Strategic District Initiatives, indicates whether the Superintendent provided sufficient evidence of effectiveness, and provides comments to ground the assessment. Met or not met is based on the majority of the board and does not have to be unanimous.

Appendix B – Conducting the Formal Evaluation and Conference (continued)

	10) Individual Board members record his or her comments after each category section. Individual Board members' comments will be given to the Superintendent tagged with names. The individual Board members' comments are not meant to be the "one voice" of the Board, but they are meant to give honest feedback on behalf of each Board member. The "one voice" of the Board will be reflected in the "Category ratings", and the "Total weighted rating" on the Determining the Evaluation Rating page, and any Board comments marked as such on the category pages.
	11) The board meets with the Superintendent to review and discuss the evaluation.
	12) The Superintendent is given an opportunity to provide remarks which are recorded in the appropriate sections of the evaluation.
	13) The Board President and Superintendent sign-off on the final evaluation document and copies are provided to the Superintendent and Board members.
	14) A public version of the Superintendent evaluation is created and published to the District web site as required by law. Publish both the set of final Category Ratings in the narrative form, i.e., "Effective," and the set of Strategic District Initiative ratings in the form of "Met" or "Not Met."

Appendix C – Possible Timelines for Evaluation of the Superintendent		
Key dates and deliverables for superintendent evaluation should be mutually agreed upon by the Board and the superintendent at the beginning of the evaluation cycle. Timeline scenarios and key benchmark descriptions are provided below.		
July - June		
Activity	Month	
Tool, process, timeline and goals mutually established	July	
Informal update	October	
Formal discussion and check-in on progress towards goals	December	
Informal update	February	
Determine if the written objectives, performance standards, performance indicators and goals shall be modified	No later than April 1st	
Annual Evaluation	No later than June 1st	
Post summary of Superintendent evaluation to the district website	No later than June 30 th	
Advantage: Aligns with the school year. Is compatible with natural flow of the school year as well as hiring cycle for most superintendents.		
Beginning of cycle: Board and superintendent mutually agree upon: • System (tool) to be used • Timeline and key dates • Goals, benchmarks and evidence of effectiveness • How evaluation will be compiled, i.e., consensus or average • How evaluation will be shared with superintendent • How evaluation will be shared with the community	Informal update: • Board president shares any specific questions/concerns from board members • Superintendent provides a written update to the board on goals, expectations and indicators of success • Board offers input on status/progress to-date	Mid-cycle formal update: • Board president provides questions from the board prior to meeting • Superintendent provides update on progress with available evidence • Board seeks clarification if needed • Discussion on progress and growth • Adjustments to course or goals are discussed
Annual evaluation: • Superintendent performs self-evaluation; presents portfolio with evidence (Artifact Binder) to Board • Board members review portfolio (Artifact Binder) prior to evaluation, seek clarification as needed • Board president or consultant facilitates evaluation • Formal evaluation is presented to and adopted by Derry Township School Board. • Board president and superintendent coordinate posting to Derry Township School District website regarding superintendent performance		

Books Donated by Faulkner Subaru Harrisburg, PA
Board Approval: November 13, 2017

[illegible]



FIND YOUR DIRECTION

DCTS

October 2017

Greetings from DCTS!

By Dr. Peggy Grimm, Administrative Director

Hard to believe that we just completed the first marking period and our 9th graders concluded their exploratory experience. Things are buzzing along at DCTS, including our 8th Grade Tours, Middle School Xpo, Alice In Wonderland and the Skill's USA Leadership Banquet.

Something exciting is happening upstairs at DCTS....a complete renovation and makeover of our traditional library. We are only days away from the unveiling of our new media center! While there was a complete transformation of décor and furnishings that center on how today's students work best, the technology upgrades are also focused on Generation Z.... our students.

There are two collaboration stations which allow up to four students to

connect to one screen for collaboration (of course). We have included a 3-D printing station where students can bring their creations to life, an audio visual system for large group work and still maintain several stand-alone computers for students when they need to work independently.

Merely installing the latest technology devices are not going to transform student learning environments. "Far more important is the educator's role in employing today's technologies to make material accessible and engaging—in other words, encouraging students to create, communicate, and collaborate in ways never before possible (NEA, 2017)." We recognize the importance of providing professional development to the DCTS staff. Our focus for professional development for the 2017-18 school year is Technology in Education.

At Dauphin County Technical School, we are focused on 21st

century skills. These include collaboration, digital literacy, critical thinking, and problem-solving. Our staff is committed to preparing a DCTS graduate to thrive in today's world of work. Technology is a critical piece in preparing students to be successful, not only in their program of study but as productive citizens in their communities.

Stay tuned in to the Blast for continued exciting innovations at DCTS.



Girls World Expo

A team of DCTS students representing the Construction Academy, participated in the Girls World Expo, held on Sunday, October 15, at the Best Western Central Hotel from 12:00 p.m. – 4:00 p.m. Over 1,000 people attended the event and allowed face-to-face engagement with local teen and 'tween' girls and their parents in the context of an event that builds self-esteem, confidence and capability among the next generation of young women.

Girls World Expo gives girls in Central Pennsylvania an opportunity to meet female business and civic leaders in their community, hear about paths to success, and sample a variety of workshops and seminars that provide insight, skill and knowledge—the things that can make their lives go in a completely new direction.

DCTS, along with partner, Cumberland Perry Area Vocational Technical School, brought teams of non-traditional students who provided hands on demonstrations. DCTS and CPAVTS students discussed careers and opportunities available in career and technical education.



Front Row: Deja-lysse Eby (Masonry) DC Tech, Tya Riley (Masonry) DC Tech, Lashay Vega (ECM) DC Tech, Christyn Foust (Precision Machine Technology) CPAVTS

Back Row: Madyson Pacheco (HVAC), DT Tech, Emily Kelly (Masonry) DC Tech, Johnicia Badgett (HVAC) DC Tech, Hailey Black (Carpentry) DC Tech, Christine Sloane (Masonry) DC Tech, Makayla Boyer (Masonry) DC Tech, Kacey Biscuit (Auto Collision) CPAVTS, Nikki Crawford (Auto Technology) CPAVTS



Students of the Month

9th Grade – Brailynn George-Hopkins, Service Academy

Brailynn's home school is Central Dauphin East. She enjoys babysitting, spending time with friends, and doing hair & nails. Brailynn participates in the After School Program and helps to feed the homeless. Her future plan is to attend college.

10th Grade – Makayla Boyer, Masonry

Makayla's home school is Central Dauphin East. She enjoys dirt track racing, masonry, and woodworking. Makayla is a member of SkillsUSA. She also volunteers her time shoveling snow for her neighbors and helping with the horses at a local farm. Makayla's future plan is to own a Masonry Business.

11th Grade – Abelise Ortiz, Criminal Justice/Police Science

Abelise's home school is Harrisburg. She enjoys racing and make-up. Abelise is the Secretary for SkillsUSA and volunteers as a Youth Leader at Angles of Faith, Inc. Her future plan is to attend John Jay College of Criminal Justice.

12th Grade – Jonathan Cordero-Vega, Collision & Refinishing Technology

Jonathan's home school is Harrisburg. He enjoys sneakers, cars, and video games. Jonathan's future plan is to attend Pennsylvania College of Technology.

Rotary – Truong Tran, Criminal Justice/Police Science

Truong's home school is Harrisburg. He enjoys playing the electric guitar, video games, studying animals, observing people, studying history/Social Studies, Philosophy, and YouTube. Truong is a member of National Honor Society, National Technical Honor Society, and a Student Ambassador. He also participates in charity drives, church activities, and youth group. Truong is looking forward to volunteering at Operation Christmas Child and Community Trash Pick-up.

Reader – Whitney Powell, Service Academy

Whitney's home school is Derry Township. Her favorite author is R.J. Palacio. Whitney's favorite book is *Wonder*, which she recommends as a good book to read. Her favorite genre is romance.



2017/2018 New Staff



Lauren Schaller, Science Teacher

Lauren received her Bachelor's Degree in Anthropology from Millersville University. She previously worked at The Whitaker Center for Science and the Arts as the Director of Education.

Taste of Central PA 2017

DCTS Culinary students participated in the Taste of Central PA event on October 29 at Strawberry Square in Harrisburg. The one-of-a-kind event featured food samples from over 40 of the area's top restaurants, hotels and caterers.

The students prepared and presented Crispy Rice Cake with Spicy Shrimp, Avocado and Cucumber Salad, Mandarin Tartlet, and Ginger Green Tea.

The Culinary Arts students are very proud to have won the "Best in Show" award!



2017 Brain Busters

Brent Biever, Daegan Fuss, Dominic Savaglio, and Sara Starliper participated in Brain Busters again this year! Tune to WGAL (Channel 8) on Sunday, November 12 to watch the episode. This is the second year that DCTS is represented extremely well and with Wolverine Pride!



DCTS Student Ambassadors

On October 20, Dauphin County Technical School hosted its annual Tour Day, where hundreds of sending school eighth graders visited DCTS. The DCTS student ambassadors led the tours with confidence; educating student and staff visitors on the benefits of career and technical education, as well as showing off the beautiful campus.



Thank you – DonorsChoose.org

Mrs. Hoover, Spanish Teacher, wanted to expand her classroom library so that students have more books in Spanish available during Leaders Are Readers and regular class time. The library is a fun way to encourage reading and second language acquisition. Mrs. Hoover created the project - "Libros for Literacy: Spanish Class in need of updated library" on DonorsChoose.org to fund the expansion of her classroom library. Within one week, her project was fully funded. Thank you, Donors!



BC CARES - Richwood, West Virginia

From October 1 to October 7, several students from Building Construction Technology and Carpentry traveled to Richwood, WV to provide assistance after last year's flooding – installation of skirting on a trailer, assembling equipment for a new playground, building two decks, and replacing two roofs.

BCT: Jared Bricker, Keegan Donaher, Elizabeth Hillegass, Ryan Holste, George Parthemore, Kathryn Petrilla, Letrele Roberts, Brian Rodriguez,

Ameena Santana, Elijah Shearer, and Jakob Shuey.

Carpentry: Tanner Goggin, Laurel Musser, Alaina Nicolosi, Juan Ortiz, and Devin White.



Announcements



FALL PLAY – ALICE IN WONDERLAND

DCTS Theatre proudly presents Alice in Wonderland. Tickets are \$7.00 at the door.

- November 17: 7:00 p.m.
- November 18: 2:00 p.m. & 7:00 p.m.
- November 19: 2:00 p.m.



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 8 from 5:30 p.m. to 8:00 p.m.



TOYS FOR TOTS TOY DRIVE

Building Construction Cares is collecting new, unwrapped toys that will be part of the DCTS float for the Harrisburg Holiday Parade. After the parade all toys will be delivered to the Toys to the Marines Annual Toy Drive. All donations are due November 17!

FOUR DIAMONDS EVENTS

- Teacher Dress Down Day: January 12
- Student Dress Down Day: January 26
- Kick-off Assembly: January 16
- Mini-THON® - March 9 from 3:00 p.m. to 9:00 p.m.



SAVE THE DATE

- DCTS Education Foundation Talent Show – Feb. 2
- Spring Musical – Mar. 23-25
- NHS Induction – Apr. 4
- Spring Dinner & Silent Auction – Apr. 20
- Co-op Banquet – May 10
- Senior Awards – May 24
- Graduation – Jun. 5



FUNDRAISERS

- All-You-Can-Eat Pancake Breakfast – **December 2** from 7:00 am to 11:00 am; \$6.00; Proceeds benefit BC Cares.
- R&K Subs – orders **due Nov. 10**; Proceeds benefit Normality Zero.
- Gertrude Hawks Candy – orders **due Nov. 17**; Deliver Dec. 6; Proceeds benefit the Sophomore Class
- Cookie Dough – orders **due Nov. 17**; Proceeds benefit FFA

NO SCHOOL

- November 22 to November 27 (Thanksgiving Holiday)
- December 25 to January 2 (Winter Holiday)
- January 15 (Martin Luther King Day/In-Service 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.



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 26, 2017** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates.

- Dr. Janilyn Elias, Program Director and Ms. Rachel Montiel, Assistant Principal, provided an overview of the Diagnostic Classroom at Hill Top Academy. The Diagnostic Classroom is a short-term and temporary education placement of 45 days. The class size is limited to 8 students across all grade levels. The primary purpose is an intensive and comprehensive evaluation from multiple disciplines assisting in optimizing individualized educational programming. At the conclusion of the placement, a comprehensive report is created on the student, providing general recommendations for the school district and family, for consideration in their decision for the student's educational placement and programming.
- David Martin, Director of Technology Services, shared that the CAIU is working closely with the districts on a training initiative with the district technical staff. On Thursday, October 12th, the Technology Advisory Council (TAC) hosted their first training on JAMF at the CAIU. Cumberland Valley and Greenwood School Districts led the training and discussed different configurations and best practices. The session was very collaborative and went well. The next training session on December 14th is on Office 365. Technology staff members are at the Curriculum Advisory Council (CAC) conference to learn what we can do to support the current initiatives that will best support the staff and students.
- Daren Moran, Business Manager, shared the most recent update about the state budget bill. At this time, funding has continued to flow to the IU. The local auditors have completed the 2016-17 fiscal year review. They will be presenting the audit report at the November Board meeting.
- Rennie Gibson, Board Secretary, shared that the voting receipt for the 2018 PSBA Officers is attached for the Board members' review.
- Cindy Mortzfeldt, Executive Director, shared that her report was available for review. She highlighted the Tinker Expo held at the CAIU, the Back to School Night at Hill Top Academy, the grant award for Hill Top Academy to establish parent and community partnerships, and the work by CAIU with the nonpublic schools through Equitable Participation funding. She invited the Board members to attend the Preschool Program's first Social Emotional Literacy Night on November 8th and the Thanksgiving Luncheon at Hill Top Academy on November 16th.

Executive Session – No executive session was held.

Board Committee – The Board Search Committee has reviewed applications and 1st round interviews are taking place. Focus group meetings continue to be held with staff, parents, and district stakeholders.

Approved Action Items

- Minutes from the September 28, 2017 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$8,604,660.89 in receipts and \$9,413,466.98 in expenditures for September 2017
- Summary of Operations for the 2016-17 fiscal year (as of October 12) showing revenues of \$89,847,178.89 and expenses of \$90,291,962.10
- Summary of Operations for the 2017-18 fiscal year showing revenues of \$13,762,061.05 and expenses of \$11,835,384.28

- Other Business Items
 - 2018 - 2021 CAIU Comprehensive Plan
 - Ratification of Act 93 Plan
- Policies & Programs
 - Calendar Modification – Act 80 Days
 - First Reading, Revised Policy #103 – Nondiscrimination in Educational Programs/Services
 - First Reading, Revised Policy #104 – Nondiscrimination in Employment Practices
 - First Reading, Revised Policy #819 – Suicide Awareness, Prevention and Response
- Job Descriptions
 - Second Reading, Existing Position, New Description – Business Analyst 1
 - Second Reading, New Position, New Description – Business Analyst 2
 - Second Reading, New Position, New Description – Business Analyst 3
 - Second Reading, Existing Position, Revised Description – Project Administrator
 - Second Reading, Existing Position, Revised Description – Special Projects Coordinator
 - Second Reading, Existing Position, Revised Description – Business Operations Supervisor
 - First Reading, New Position, New Description – Online Learning Program Account Manager
 - First Reading, Existing Position, Revised Description – Lead Custodian
- 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. She attended the Hill Top Academy Open House and shared how she enjoyed her visit.

NEXT MEETING: Thursday, November 16, 2017, 8:00 a.m., Board Room, CAIU Enola Office

Personnel and Policies/Programs Highlights from the Capital Area Intermediate Unit Board of Directors' Meeting

A. RESIGNATIONS:

- **CARLY COALSON**, Remedial Specialist, ANPS Program, effective November 22, 2017. Reason: Employee is moving out of the area.
- **SUSAN LAIRD**, School Counselor, ANPS Program, effective December 22, 2017. Reason: Retirement after more than 15 years of continuous CAIU service.
- **KAREN SHENK**, Educational Consultant, Training and Consultation Program, effective December 21, 2017. Reason: Personal.
TAMARA SCHULZ, Certified Occupational Therapist Assistant, OT/PT Program, effective October 27, 2017. Reason: Personal.
- **BARBARA SWENSON**, Floater Teacher, Student Services Team, effective October 12, 2017. Reason: Personal.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **BETHANY CHASTEEN**, Personal Care Assistant, Autism Support Program, effective October 2, 2017. Base salary of HS, Step 1, \$16,892 for 189 days of service will be prorated for a total of 157 days with additional new hire days as required. This is a new position funded through the Autism Support budget.
- **JACKIE CHERRYBON**, part-time Secretary, Early Intervention Program, effective October 23, 2017. Employee will be paid at the Range 4 rate of \$18.00 per hour and will work 12 months. This is a replacement position funded through the MAWA budget.
- **SAMUEL MARLIN**, Personal Care Assistant, Emotional Support Program, effective October 9, 2017. Base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 153 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **DONNA MOLL**, Teacher, Autism Support Program, effective October 24, 2017. Base salary of Masters + 30, Step 5, \$54,343 for 189 days of service will be prorated for a total of 144 days with additional new hire days as required. This is a replacement position funded through the Autism Support budget.

C. CHANGES OF STATUS:

- **MELISSA COUSIN**, Long Term Substitute Remedial Specialist, ANPS Program, change in start date of assignment from October 6, 2017 to October 3, 2017, resulting in an increase of days from 93 to 96.

D. CHANGES OF SALARY:

E. LEAVES OF ABSENCE:

- **PATRICIA BENNER**, Remedial Specialist, ANPS Program, leave of absence October 11, 2017 – February 28, 2018. Leave is requested using accumulated paid leave from October 11, 2017 – October 24, 2017 for a total of 10 paid days and without pay from October 25, 2017 – January 18, 2018 for a total of 50 unpaid days. Employee will then take child-rearing leave of absence from January 19, 2018 – February 28, 2018 for an additional 28 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.
- **DAVE HARPER**, Teacher, Loysville Youth Development Center, leave of absence effective August 17, 2017 – October 13, 2017. Leave is requested using accumulated paid leave for a total of 35 days and is in accordance with CAIU and FMLA policies.
- **THERESA KINSINGER**, Director of Organizational Services, Administrative Team, leave of absence effective October 20, 2017, on an intermittent basis through November 2, 2017. Leave is requested using accumulated paid leave and is in accordance with CAIU sick and FMLA policies.

Executive Director's Report

October 26, 2017

PROGRAM SPOTLIGHT

Diagnostic Class

Located at the Hill Top Academy, this K-12, short-term (45 day), comprehensive program is designed to assess students' needs in a wide range of areas in order to determine the most appropriate longer-term placement that best suits each student. During this placement, students receive academic, psychological, physical and social assessments to best determine future placement. Upon completion of this intensive program, an extensive evaluation/reevaluation report, including recommendations for IEP development and an appropriate school placement, are provided to the district and family.

NEWS

Curriculum Services

Tinker Expo

Over 100 individuals gathered at the CAIU on October 17, 2017 to learn about the latest in makermovement inspired products and projects supporting the 4 C's in education: creativity, communication, collaboration, and critical thinking.

The 2017 Tinker Expo offered attendees ten breakout sessions to include the following:

- Bicycle-Electric Generator Demo by Reach Charter School
- Digital Manipulatives with STMath
- STEM on Wheels
- Mobile STEM Labs for All Ages – and All Teachers
- Invention land & IU 1's Fab Lab
- Building a Backup Shuttle Climate Control Unit with Lunar Dynamics
- Create Digital Media and Art with Canva
- Making a MakeBox with Katapult Labs
- How Sweet It Is! Flying Drones by Coding
- Raspberry Pi and Electronics – Internet of Things thru making
- Google Cardboards with an introduction to Virtual Reality
- BreakoutEDU



Along with the breakout sessions, an exploration area featured eleven stations where participants could learn more about tools to support effective instruction. In addition to the indoor events of the day, four food truck vendors were available outside for both CAIU employees and attendees of the Tinker Expo.

Student Services

Hill Top Academy

- Hill Top Academy (HTA) hosted their first ever Back-to-School Night on October 5th. Over 90 family members enjoyed the evening by touring the building and meeting with classroom staff.

- Through the efforts of HTA Physical Education teacher, Cheryl Park, HTA students logged enough miles to become a “Billion Mile Grant” winner. Grant money will go to support walking and running physical education activities at HTA.
- On October 11th, HTA hosted the Student Services Director and Principal from Westmoreland IU #7. Discussion topics included PBIS best practices, effective use of CAOLA online courses and the continuum of Emotional Support (ES) classrooms at HTA.
- Hill Top Academy applied and won the highly competitive Department of Education's Bureau of Special Education Performance Grant. The 2017-2018 grant award of \$7,500 will go toward the establishment of parent and community partnerships.
- The addition of the delayed egress doors has had a positive impact on the school environment and safety, greatly reducing student elopement and providing staff with an extra few seconds to be able to implement interventions with students.
- All Hill Top Academy staff participated in teambuilding activities, as part of School-wide Positive Behavior Support, at Pinchot Park for the first Act 80 ½-day event this year.
- During the first month of school, HTA students collectively earned over 16,000 LABS loot bucks. LABS loot is Hill Top's PBIS currency, earned for showing **L** (Learn First), **A** (Act responsibly), **B** (Be your best self), **S** (Show safe actions) behaviors. LABS loot earns students classroom incentives, school-wide assemblies and random Friday prize drawings.

Loysville Youth Development Center

- The current population is 105 residents, which includes 24 new residents admitted in September and 10 who were released. Nineteen of the 105 students, 18% of the population, already have their GED or High School Diploma when they arrived but will attend school. Two more students passed the GED in September.
- Jim Towse, PDE advisor, was at Loysville to visit and see the program on September 22nd.
- Teachers have been trained and are using the Collins Writing model to encourage writing and help students with recall. They were invited to participate in the new and improved version of Collins Writing that is focused on Vocational schools. John Collins along with his team of trainers conducted a two-day training for staff. Staff will receive ongoing support and data collection on student growth throughout the school year. Two trainers will return in January to work with teachers individually.
- NetSupport software was added to the network system at Loysville. This will help keep track of student activity on the network and provide staff with specific oversight tools to ensure safety and restrict internet access.

Capital Area Mental health Program (CAMhP)

- CAMhP is looking to extend its classroom capacity for elementary school level students. Currently, we have grades 3-5 at Iron Forge Elementary but want to continue those services K-5 with the students who need additional services at Hill Top Academy.

Educational Coaches

- The coaches are in the planning process to offer continued professional development in the following areas:
 - Transition assessments for students beyond graduation
 - Communication approaches with districts, families, and agencies
 - Use of data (academic and behavior) to impact better instruction and behavioral approaches
 - Functional curriculum to support our standards-based curriculum

Preschool Early Intervention

- Karen Wronski, Preschool SLP, is conducting a Hanen fall parent class, “More than Words”. Families participate in eight evening classes in addition to some home visits. More Than Words provides parent training for parents of children diagnosed with Autism Spectrum Disorder. Four families are participating in the Parent Fluency Training group with Sharon Kello, Preschool SLP. This group provides training for parents in the nature of stuttering, risk factors, and strategies that can be used to promote more fluent speech at home. Four evening parent sessions are offered in this training. These programs provides parents with the teaching tools and strategies they need to help their children reach their full communication potential.
- Earlier this month, Preschool staff began their Professional Learning Communities. Approximately 50 preschool staff participated in seven different PLCs ranging from social-emotional development, community outreach and training, increasing parental involvement, participation, competent learner model, feeding and self-regulation. Staff developed action plans and goals to focus on throughout the year. Staff will share their work with all preschool staff on May 24th as part of their professional development.

Occupational Therapy (OT)

- The OT/PT department hosted a daylong seminar on Interoception, the eighth sensory system. Interoception is an important sensory system that helps us to “feel” body signals like tense muscles, speeding heart, hot cheeks, and growling stomachs. Many individuals with autism have difficulty accurately identifying these cues and therefore have difficulty controlling how they feel, but we can support their skill development through our educational programming. This seminar is open to all educational staff and parents in our area.
- Sue West MS, OTR/L collaborated with Elizabethtown College professors and occupational therapy students on a research project at Hill Top Academy last spring. The goal of the research study was to collect information on strategies that can successfully help students to understand their internal senses called interoception. Because of the project, Ms. West has expanded her repertoire of strategies to teach students at Hill Top self-regulation skills. Ms. West also co-presented about the study with the researchers from Elizabethtown College at the recent POTA conference in State College. The presentation was called: “Interoception, the Eighth Sense: Pilot Intervention Efficacy Study for School-Aged Children with Autism.”

Speech

The speech clinicians in the school age department have experienced a very busy beginning of the year. The department received a number of late requests to cover longer term leaves for district speech clinicians, so the IU team pulled together to rearrange schedules and provide the additional support to the districts. This effort was challenging, but we believe that the districts were very grateful for the effort.

Deaf and Hard of Hearing

- The classrooms at Susquehanna Township high school, middle school, and the elementary class at Conewago are teaming up to have their students collaborate on various activities. The idea helps students of varying ages with hearing impairments to meet and work together on team building activities and mentorship. The idea was developed by classroom teachers Ashley Adams, Deb Genet, and Jennifer McLaughlin. In addition, the classes are planning a number of educational trip experiences that will focus on both curricular connections at the elementary and transition opportunities for our secondary students.

Equitable Participation

- Meg Makuch is planning to meet with the principals of the non-public schools that we serve through equitable participation on November 2nd to discuss the services that we provide. One major change that they will learn about is that recently the Diocese agreed to give professional development credit to private school teachers for participating in the training opportunities that we provide to them through workshops, learning networks, and training sessions that are frequently presented in the schools. We hope that this helps us reach more teachers with presentations about the best practices in teaching.

Technology Services

The Technology Advisory Council (TAC) has embarked on a training and collaboration initiative this year so that districts are successful. On Thursday, October 12th, the Technology Advisory Council hosted a JAMF training at the CAIU. JAMF is a management system for supporting Apple devices. Districts have environments with multiple types of technology devices and the proper management system is critical to ensure the devices are successful in the classroom. Cumberland Valley and Greenwood School District led the training and discussed different configurations and best practices. Districts were very collaborative and learned a lot from the presenters as well as from each other.

NOTIFICATION OF ACTIVITIES

- Attended the PAIU Central Region Executive Directors' meeting
- Attended the monthly PAIU Executive Directors' meeting
- Attended the Back to School Night at Hill Top Academy
- Attended Harrisburg SD Chief Recovery Officer Meeting and Academic, Instruction, and Student Services Board Committee Meeting
- Attended United Way Core Solutions Partners Meeting
- Attended the Regional Federal Programs Meeting conducted by the PDE Division of Federal Programs
- Visited staff and students at Hill Top Academy

SAVE THE DATE:

- On November 8th, the Preschool Program will be hosting its first **Social Emotional Literacy Night** at the CAIU from **4:30 – 7:00 p.m.** Children will have opportunities to engage in hands-on activities related to social-emotional development and families will be provided with additional extension activities to take home. A Scholastic Book Fair with a focus on social-emotional books will also be provided. Community partners such as Capital Area Head Start and Pinnacle Health's Infant Development Program will also participate in this event. All CAIU preschool children, staff, and their families as well as children receiving early intervention services in the Infant/Toddler program and at Capital Area Head Start are invited.



AGENDA
Teleconference Meeting of the Delegate Body
Of Harrisburg Area Community College
November 8, 2017
5:00PM

This meeting will be held via conference call

Dial-In Instructions: Conference Number is (717) 221-1305 and use conference ID: 216668#

1) Harrisburg Campus and Midtown Center Updates

a. General Updates

- i. The Cooper Student Center was completed in August of 2017 in time for the beginning of the fall semester. The building increases the amount of student space while also enhancing student support services through the one-stop welcome center. The renovation has been well received by the entire college community.
- ii. The Harrisburg campus underwent a full depth reclamation of the west parking lot during the spring and summer of 2017. This involved leveling the parking lot and reconfiguring it to enhance safety and decrease environmental impact. The new parking lot has reduced the amount of impervious surface and replaced the storm water management system. Safety was improved through the construction of a dedicated pedestrian plaza, implementing one-way traffic flow, and improved entrances and exits.

b. Fiscal Year 2016-17 Preliminary Unaudited Financial Statements (see attached)

The Harrisburg campus had an approved budget of \$50 million for FY2016-17 that consisted of a projected deficit of \$3.28 million. The approved budget included revenue projections of \$46.7 million, which was \$1.7 million less than FY2015-16 actual revenue. Enrollments were budgeted to be down 2.8% as compared to the actual enrollments in the prior year. At the end of the year the campus experienced revenue shortfall of \$384,000 below budget, mainly attributed to a decrease in other income. The campus actively worked to identify revenue opportunities and cost containment activities throughout the year. The campus was able to cut expenditures by \$1.65 million through a variety of expenditure reductions. The fiscal year ended with a \$1.57 million deficit.

c. Enrollment Data

The Harrisburg campus had estimated enrollment for FY2016-17 to be 120,117 credit hours. This was a 2.8% decrease over the prior fiscal year actual enrollments. The final enrollments for the Harrisburg campus in FY2016-17 were 119,251 credit hours, which is 99.3% of the original budgeted amount. The enrollments are projected to be flat for the FY2017-18 fiscal year.

d. Fiscal Year 2017-18 Budget (see attached)

The Harrisburg campus has an approved budget of \$49.7 million for FY2016-17 that consists of a projected deficit of \$3.1 million. The approved budget includes revenues projections of \$46.6 million, which is consistent with the prior fiscal year. Enrollments are budgeted to be flat as compared to the actual enrollments in FY2016-17 of 119,544. As of the July 31, 2017 financial statements, the campus is still projecting a deficit of \$3.14 million. The campus met the enrollment projections for summer and fall and it is on target to also meet the projections in the spring. The campus has been monitoring spending and continues to take action to control spending through consolidation and cancellation of classes and various cost containment activities.

e. School District Operating and Capital Outlay (see attached)

2) Comprehensive Capital Campaign

HACC and HACC Foundation continue the comprehensive fundraising campaign of \$14 million.

The comprehensive fundraising campaign is focused on four priorities:

- Cooper Student Center Renovations - \$10 million
- Emergency Assistance Funds - \$500,000
- President's Fund for Excellence - \$1.5 million
- Scholarships - \$2 million

HACC
MONTHLY FINANCIAL REPORT FOR THE MONTH ENDED: JUNE 30, 2017 ****PRELIMINARY UNAUDITED****
HARRISBURG CAMPUS CREDIT

FY 2016-17				
ENROLLMENTS	Budget	Actual YTD	Projection vs Budget	Projection vs Budget %
Type				
Student Cr Hrs (Sponsored)	61,392	55,703	(4,725)	92.3%
Student Cr Hrs (Non Spon)	52,627	55,676	3,630	106.9%
Student Cr Hrs (Out of State)	4,662	6,552	1,315	128.2%
Student Cr Hrs (College in the High School)	1,436	1,320	(136)	90.5%
Total Student Cr Hrs	120,117	119,251	84	100.1%
School District - Cr Hrs	61,392	55,703	(4,725)	92.3%
REVENUES	Annual Budget	Actual YTD	Projection vs Budget \$	Projection vs Budget %
Tuition - Sponsored Students	\$ 10,804,992	\$ 9,760,500	\$ 95,763	100.9%
Tuition - Nonsponsored Students	11,515,419	12,049,275	26,373	100.2%
Tuition - Out-of-State	1,193,472	1,686,599	145,576	112.2%
Tuition - College in the High School	71,800	42,050	(9,400)	86.9%
Tuition - Waivers and Discounts	(372,460)	(217,135)	173,612	53.4%
Tuition - Dual Enrollment Waiver	-	(215,567)	(594,670)	n/a
Fees - Instructional	3,972,174	3,915,487	(27,391)	99.3%
Comm of PA [Incl. base FTE plus Stipends]	10,051,686	10,051,686	-	100.0%
School Districts	3,000,074	2,959,570	-	100.0%
Other Income	2,863,817	2,650,865	(194,074)	93.2%
Total Revenues Before Transfers In	43,100,974	42,683,330	(384,211)	99.1%
Transfers In				
Fund Balance Allocation from Virtual	3,240,830	3,240,830	-	100.0%
Harrisburg/Out of State Allocation	296,037	296,037	-	100.0%
Facilities Support Staff Allocation	35,000	35,000	-	100.0%
Facilities Allocation (Bkstore)	88,100	88,100	-	100.0%
Total Transfers In	3,659,967	3,659,967	-	100.0%
Total Revenues & Transfers In	46,760,941	46,343,297	(384,211)	99.2%
EXPENDITURES				
Wages [Includes 26 of 26 (staff) and 19 of 19 (faculty) pays]	24,762,359	23,953,183	(622,359)	97.5%
Fringes	9,098,132	8,680,848	(631,426)	93.1%
Total Payroll Expenditures	33,860,491	32,634,031	(1,253,785)	96.3%
Operating Expenditures				
Cost of Sales		-	-	#DIV/0!
Insurance	285,197	281,540	15,231	105.3%
Mailing Costs	20,425	38,325	(2,425)	88.1%
Telecommunications	58,860	56,960	-	100.0%
Utilities	2,091,993	1,966,134	(65,000)	96.9%
Bad Debt	772,000	407,023	-	100.0%
Miscellaneous Expenses (credit card fees, real estate taxes, etc.)	204,352	230,473	-	100.0%
Library Expense	120,181	98,761	(20,181)	83.2%
Supplies	1,354,474	1,145,765	(254,474)	81.2%
Purchased Services	475,842	451,872	(15,842)	96.7%
Advertising	40,795	19,628	-	100.0%
Rentals/Leases	2,744,128	2,657,154	(35,000)	98.7%
Repairs & Maintenance	450,955	387,214	(80,955)	82.0%
Professional Fees	368,300	273,214	(63,300)	82.8%
Meeting & Travel/Conf. Expenses	94,814	63,187	(4,814)	94.9%
Total Operating Expenditures	9,082,316	8,077,251	(526,760)	94.2%
Total Expenditures Before Transfers Out	42,942,807	40,711,282	(1,780,545)	95.9%
Operating Transfers Out				
ACA	7,101,418	7,255,150	129,368	101.8%
Operating Transfers Out	7,101,418	7,255,150	129,368	101.8%
Total Operating Expenditures & Transfers Out	50,044,225	47,966,432	(1,651,177)	96.7%
Net Operating Increase (Decrease)	(3,283,284)	(1,623,134)	1,266,966	
Non Operating Transfers Out				
Debt Service	-	(6,609)	-	n/a
Total Non Operating Transfers Out	-	(6,609)	-	n/a
Prior Period Audit Adjustment	-	(40,930)	-	
Net Change to Unrestricted Fund Balance	(3,283,284)	(1,575,596)	1,266,966	
Net Change to Investment in Pension Liability				
Net Change to Fund Balance	(3,283,284)	(1,575,596)		
Unrestricted Fund Balance at July 1, 2016	7,355,156	7,461,050		
Investment in Pension Liability July 1, 2016	(10,440,287)	(10,698,903)		
TOTAL FUND BALANCE AT JULY 1, 2016	(3,085,131)	(3,237,853)		
Unrestricted Fund Balance at June 30, 2017	4,071,872	5,885,454		
Investment in Pension Liability June 30, 2017	(10,440,287)	(10,698,903)		
TOTAL FUND BALANCE AT JUNE 30, 2017	\$ (6,368,415)	\$ (4,813,449)		

HACC
MONTHLY FINANCIAL REPORT FOR THE MONTH ENDED: July 31, 2017 ***UNAUDITED***
HARRISBURG CAMPUS CREDIT

ENROLLMENTS					
FY 2017-18					
Type	Annual Budget	Budget YTD	Actual YTD	Actual YTD vs Budget YTD (\$)	Actual YTD vs Budget YTD (%)
Student Cr Hrs (Sponsored)	59,363	-	-	-	n/a
Student Cr Hrs (Non Spon)	53,799	-	-	-	n/a
Student Cr Hrs (Out of State)	5,168	-	-	-	n/a
Student Cr Hrs (College in the High School)	1,214	-	-	-	n/a
Total Student Cr Hrs	119,544	-	-	-	n/a
School District - Cr Hrs	59,363	-	-	-	n/a

	Annual Budget	Budget YTD	Actual YTD	Actual YTD vs Budget YTD (\$)	Actual YTD vs Budget YTD (%)
REVENUES					
Tuition - Sponsored Students	\$ 10,601,195	\$ 113,047	\$ 16,896	\$ (96,151)	-85%
Tuition - Nonsponsored Students	11,296,309	162,410	(34,506)	(196,916)	-121%
Tuition - Out-of-State	1,323,009	10,016	(2,816)	(12,832)	-128%
Tuition - College in the High School	60,700	(53)	-	53	-100%
Tuition - Waivers and Discounts	(293,862)	(6,505)	22	6,527	-100%
Tuition - Dual Enrollment Waiver	(340,608)	-	(1,595)	(1,595)	n/a
Fees - Instructional	3,964,968	36,664	(2,347)	(39,011)	-106%
Comm of PA [Incl. base FTE plus Stipends]	10,869,370	2,717,343	2,717,241	(102)	0%
School Districts	2,992,728	22,151	3,102	(19,049)	-86%
Other Income	2,758,596	78,945	54,287	(24,658)	-31%
Total Revenues Before Transfers In	43,232,405	3,134,018	2,750,284	(383,734)	-12%
Transfers In					
Fund Balance Allocation from Virtual	2,929,344	244,112	244,112	-	0%
Harrisburg/Out of State Allocation	323,000	26,917	26,917	0	0%
Facilities Support Staff Allocation	35,000	2,917	2,917	-	0%
Facilities Allocation (Bkstore)	95,820	7,985	7,985	-	0%
Total Transfers In	3,383,164	281,930	281,930	0	0%
Total Revenues & Transfers In	46,615,569	3,415,948	3,032,214	(383,734)	-11%
EXPENDITURES					
Wages [Includes 1 of 26 (staff) and 0 of 19 (faculty) pays]	23,896,306	464,918	299,987	164,931	35%
Fringes	9,397,817	149,154	199,079	(49,925)	-33%
Total Payroll Expenditures	33,294,123	614,072	499,065	115,007	19%
Operating Expenditures					
Insurance	318,732	217,726	35,127	182,599	84%
Mailing Costs	20,075	1,390	468	922	66%
Telecommunications	60,119	3,194	1,110	2,084	65%
Utilities	2,056,950	79,445	106,072	(26,627)	-34%
Bad Debt	517,935	-	-	-	n/a
Miscellaneous Expenses (credit card fees, real estate taxes, etc.)	208,502	2,893	3,305	(412)	-14%
Library Expense	113,500	1,248	(98)	1,346	108%
Supplies	1,212,483	78,771	30,439	48,332	61%
Purchased Services	519,681	13,414	1,834	11,580	86%
Advertising	28,650	240	-	240	100%
Rentals/Leases	2,754,600	367,217	497,547	(130,330)	-35%
Repairs & Maintenance	390,803	74,382	15,329	59,053	79%
Professional Fees	291,404	5,427	4,574	853	16%
Meeting & Travel/Conf. Expenses	99,148	3,003	1,401	1,602	53%
Total Operating Expenditures	8,592,582	848,350	697,107	151,243	18%
Total Expenditures Before Transfers Out	41,886,705	1,462,422	1,196,173	266,249	18%
Operating Transfers Out					
ACA	7,871,691	655,974	655,974	-	-
Operating Transfers Out	7,871,691	655,974	655,974	-	0%
Total Operating Expenditures & Transfers Out	49,758,396	2,118,396	1,852,147	266,249	13%
Net Operating Increase (Decrease)	(3,142,827)	1,297,552	1,180,067	(117,484)	
Non Operating Items					
Debt Service	-	-	-	-	n/a
Total Non Operating Items	-	-	-	-	n/a
Net Change to Unrestricted Fund Balance	(3,142,827)	1,297,552	1,180,067	(117,484)	
Net Change to Fund Balance	(3,142,827)	1,297,552	1,180,067	(117,484)	

HACC
School District Reimbursement
Operating and Capital Based on 2017 Sponsorship Agreement

PRIOR AGREEMENT

School District	Fiscal Year 2016-17			Fiscal Year 2017-18			Fiscal Year 2018-19 (ESTIMATE)			Fiscal Year 2018-19 (ESTIMATE)			Fiscal Year 2018-19 (ESTIMATE)		
	Operating	Capital	Total	Operating	Capital	Total	Operating*	Capital	Total	Operating*	Capital	Total	Operating*	Capital	Total
Camp Hill	\$ 55,200	\$ 25,139	\$ 80,339	\$ 55,200	\$ 24,812	\$ 80,012	\$ 56,580	\$ 16,417	\$ 72,997	\$ 57,995	\$ 8,209	\$ 66,203	\$ 59,444	\$ -	\$ 59,444
Carlisle	\$ 186,800	\$ 97,505	\$ 284,305	\$ 186,800	\$ 95,987	\$ 282,787	\$ 191,470	\$ 63,735	\$ 255,205	\$ 196,257	\$ 31,868	\$ 228,124	\$ 201,163	\$ -	\$ 201,163
Central Dauphin	\$ 919,200	\$ 266,360	\$ 1,185,560	\$ 919,200	\$ 260,197	\$ 1,179,397	\$ 942,180	\$ 175,793	\$ 1,117,973	\$ 965,735	\$ 87,897	\$ 1,053,631	\$ 989,878	\$ -	\$ 989,878
Cumberland Valley	\$ 405,600	\$ 213,994	\$ 619,594	\$ 405,600	\$ 224,339	\$ 629,939	\$ 415,740	\$ 151,124	\$ 566,864	\$ 426,134	\$ 75,562	\$ 501,696	\$ 436,787	\$ -	\$ 436,787
Derry Township	\$ 122,800	\$ 95,714	\$ 218,514	\$ 122,800	\$ 95,030	\$ 217,830	\$ 125,870	\$ 63,293	\$ 189,163	\$ 129,017	\$ 31,647	\$ 160,663	\$ 132,242	\$ -	\$ 132,242
East Pennsboro	\$ 170,000	\$ 55,020	\$ 225,020	\$ 170,000	\$ 56,643	\$ 226,643	\$ 174,250	\$ 37,907	\$ 212,157	\$ 178,606	\$ 18,954	\$ 197,560	\$ 183,071	\$ -	\$ 183,071
Greenwood	\$ 32,800	\$ 12,495	\$ 45,295	\$ 32,800	\$ 12,624	\$ 45,424	\$ 33,620	\$ 8,390	\$ 42,010	\$ 34,461	\$ 4,195	\$ 38,656	\$ 35,322	\$ -	\$ 35,322
Halifax	\$ 57,200	\$ 16,569	\$ 73,769	\$ 57,200	\$ 16,364	\$ 73,564	\$ 58,630	\$ 10,497	\$ 69,127	\$ 60,096	\$ 5,249	\$ 65,344	\$ 61,598	\$ -	\$ 61,598
Harrisburg	\$ 341,200	\$ 77,502	\$ 418,702	\$ 341,200	\$ 74,819	\$ 416,019	\$ 349,730	\$ 48,763	\$ 398,493	\$ 358,473	\$ 24,382	\$ 382,855	\$ 367,435	\$ -	\$ 367,435
Lower Dauphin	\$ 168,800	\$ 77,540	\$ 246,340	\$ 168,800	\$ 77,046	\$ 245,846	\$ 173,020	\$ 50,865	\$ 223,885	\$ 177,346	\$ 25,433	\$ 202,778	\$ 181,779	\$ -	\$ 181,779
Mechanicsburg	\$ 203,600	\$ 81,343	\$ 284,943	\$ 203,600	\$ 82,439	\$ 286,039	\$ 208,690	\$ 54,958	\$ 263,648	\$ 213,907	\$ 27,479	\$ 241,386	\$ 219,255	\$ -	\$ 219,255
Middletown	\$ 129,200	\$ 43,314	\$ 172,514	\$ 129,200	\$ 44,282	\$ 173,482	\$ 132,430	\$ 29,849	\$ 162,279	\$ 135,741	\$ 14,925	\$ 150,665	\$ 139,134	\$ -	\$ 139,134
Millersburg	\$ 41,200	\$ 12,063	\$ 53,263	\$ 41,200	\$ 11,952	\$ 53,152	\$ 42,230	\$ 7,804	\$ 50,034	\$ 43,286	\$ 3,902	\$ 47,188	\$ 44,368	\$ -	\$ 44,368
Newport	\$ 61,600	\$ 15,008	\$ 76,608	\$ 61,600	\$ 15,218	\$ 76,818	\$ 63,140	\$ 9,942	\$ 73,082	\$ 64,719	\$ 4,971	\$ 69,690	\$ 66,336	\$ -	\$ 66,336
South Middleton	\$ 76,000	\$ 57,921	\$ 133,921	\$ 76,000	\$ 58,529	\$ 134,529	\$ 77,900	\$ 39,258	\$ 117,158	\$ 79,848	\$ 19,629	\$ 99,477	\$ 81,844	\$ -	\$ 81,844
Steelton-Highspire	\$ 47,600	\$ 10,020	\$ 57,620	\$ 47,600	\$ 9,696	\$ 57,296	\$ 48,790	\$ 6,161	\$ 54,951	\$ 50,010	\$ 3,081	\$ 53,090	\$ 51,260	\$ -	\$ 51,260
Susquehanna	\$ 235,200	\$ 74,301	\$ 309,501	\$ 235,200	\$ 73,155	\$ 308,355	\$ 241,080	\$ 50,225	\$ 291,305	\$ 247,107	\$ 25,113	\$ 272,220	\$ 253,285	\$ -	\$ 253,285
Susquenita	\$ 118,000	\$ 28,604	\$ 146,604	\$ 118,000	\$ 28,692	\$ 146,692	\$ 120,950	\$ 18,857	\$ 139,807	\$ 123,974	\$ 9,429	\$ 133,402	\$ 127,073	\$ -	\$ 127,073
Upper Dauphin	\$ 49,600	\$ 17,589	\$ 67,189	\$ 49,600	\$ 17,630	\$ 67,230	\$ 50,840	\$ 11,555	\$ 62,395	\$ 52,111	\$ 5,778	\$ 57,889	\$ 53,414	\$ -	\$ 53,414
West Perry	\$ 116,400	\$ 41,525	\$ 157,925	\$ 116,400	\$ 41,009	\$ 157,409	\$ 119,310	\$ 27,178	\$ 146,488	\$ 122,293	\$ 13,589	\$ 135,882	\$ 125,350	\$ -	\$ 125,350
West Shore	\$ 433,600	\$ 171,517	\$ 605,117	\$ 433,600	\$ 170,474	\$ 604,074	\$ 444,440	\$ 111,607	\$ 556,047	\$ 455,551	\$ 55,804	\$ 511,355	\$ 466,940	\$ -	\$ 466,940
Williams Valley	\$ 28,400	\$ 8,957	\$ 37,357	\$ 28,400	\$ 9,063	\$ 37,463	\$ 29,110	\$ 5,822	\$ 34,932	\$ 29,838	\$ 2,911	\$ 32,749	\$ 30,584	\$ -	\$ 30,584
Total	\$ 4,000,000	\$ 1,500,000	\$ 5,500,000	\$ 4,000,000	\$ 1,500,000	\$ 5,500,000	\$ 4,100,000	\$ 1,000,000	\$ 5,100,000	\$ 4,202,500	\$ 500,000	\$ 4,702,500	\$ 4,307,563	\$ -	\$ 4,307,563

10/24/2017

* Compounded annually using Act 1 Base Index of 2.5% for FY 17-18, will adjust each year as index becomes available