

DTSD Board of Directors Summary Minutes XXIII- June 25, 2018	2
June 25, 2018 Sign-in Sheet	22
2018-2019 Budget Resolution - Final	23
BIGS in Blue Memorandum of Understanding	24
Sick Leave Bank Side Letter Agreement	26
2018-2019 Standing Committee Meeting Dates	32

**Derry Township School District
Board of Directors Meeting
June 25, 2018
Summary Minutes - XXIII**

1. OPENING ITEMS

a. Call to Order

Minutes

The meeting was called to order by Mrs. Sicher at 7:00 pm

b. Roll Call

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

Member Absent: None

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

Staff/Public in Attendance: Stacy Winslow, Jason Reifsnyder, , Mike Knause, Robert Burton, Robert Naeye, Ron Eckman, Philip Jurus, Phil Frederich, Dee Stalnecker, Kelly Curtin-Hallinan, Tracy Brown

c. Flag Salute

d. Approval of Board of Directors Agenda

Approval of the June 25, 2018 Derry Township School District Board of Directors Agenda.

Minutes

Following a motion by Dr. Cronin and a second by Mrs. Memmi the agenda for the evening's meeting was approved.

Vote Results

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

a. Presentation: Bigs in Blue

Minutes

Amy Rote with Big Brothers, Big Sisters presented the Bigs in Blue Program.

b. President Communications

Minutes

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

- Matters of personnel
- Purchase or lease of real estate

- Consultation with an attorney or other professional adviser regarding potential litigation or identifiable complaints that may lead to litigation.

c. Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda. Those who speak are asked to come to the microphone and state your name and address for the record. To provide other residents with an opportunity to speak, each speaker during the public comment portion is limited to five (5) minutes of speaking time once recognized and limited to one opportunity to address the Board during each of the public comment periods. If necessary, the Board may set a maximum time for the public comment portion of any meeting. Speakers are asked to review the protocol for addressing the Board which can be found at the sign in table prior to speaking. Those wishing to present private concerns or questions needing follow-up outside of the Board meeting are asked to fill out a contact card, which can be found at the podium. Completed cards may be turned in to members of the administration to facilitate a reply.

Minutes

The following citizens were recognized by the Board of Directors:

- Kelly Curtain-Hallinan - Spoke about teacher transfer concerns
- Tracy Brown - Concerns with use of facility by Child Evangelism Fellowship of Dauphin County
- Robert Naeye - Concerns with use of facility by Child Evangelism Fellowship of Dauphin County
- Philip Jurus - Concerns with use of facility by Child Evangelism Fellowship of Dauphin County

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

The following items will be on the Agenda for the July 16, 2018 Public Board of Directors Meeting:

- | | |
|----|--|
| 1. | Approval of June 25, 2018 Board of Directors Summary Minutes |
| 2. | Anonymous Alert System |
| 3. | Approval of Revised Capital Plan for 2018-2019 |
| 4. | Requests for the Use of Facilities |
| 5. | Personnel |
| 6. | Staff Development |

Minutes

The anticipated agenda items for July 16, 2018 meeting of the Derry Township School Board of Directors were reviewed.

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

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

Minutes

Following a motion by Mrs. Memmi, a second by Ms. Drew and a request by Dr. Shaw to pull items a "Approval of June 11, 2018 Summary Board of Director Meeting Minutes" and item f "Request for use of Facilities with Waiver" Consent Agenda items b,c,d,e and g were approved.

Vote Results

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

a. Approval of June 11, 2018 Summary Board of Directors Meeting Minutes

Minutes

Mrs. Memmi made a motion seconded by Dr. Cronin to approve the June 11, 2018 Summary Board of Directors Meeting Minutes. Dr. Shaw made an amendment to the motion, seconded by Mrs. Memmi to correct voting of item 4g "Approval of Policy No. 217 - Amendment" Dr. Shaw should have been recorded as a Nay vote and Mr. Singer should have been recorded as a Yea, the amendment and amended motion were approved.

Vote Results

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

b. Approval of May 2018 Finance Report

- The Treasurer's Report for the month ending May 31, 2018 is summarized as follows:

General Fund Revenue	\$1,757,073
General Fund Expenditures	6,934,190
Balance of Cash Plus Investments (Includes Capital Reserve)	22,558,808
- The listed schedule of investment transactions for the period beginning May 1, 2018 through May 31, 2018, has total interest earnings of \$10,202 comprised of the following:

General Fund	9,123
Capital Reserve	1,079

The average interest rate for May 2018 was .49%
- The May 2018 expenditures for the paid bills for all funds total \$1,745,800 excluding net payroll, retirement contributions, and debt service.

4. The June 2018 expenditures for the unpaid bills for all funds total \$911,205 excluding net payroll, retirement contributions, and debt service.

5. Estimated expenditures of the General Fund for the month of June 2018 are in the following amounts:

Operating Expenses	\$1,000,000
Utilities	127,600
Net Payroll (2 pays)	1,930,000
Employer Provided Insurance	506,900
Payroll Deductions	900,000
Employer Payroll Taxes (FICA/RET)	2,610,000
Debt Service	<u>0</u>
Total Estimated Expenditures	\$7,074,500

c. Approval of Budget Transfers

Section 687 (d) of the Public School Code provides: The Board of School Directors shall have the power to authorize the transfer of any unencumbered balance, or any portion thereof, from one class of expenditures or item, to another, but such action shall be taken only during the last nine (9) months of the Fiscal Year.

The Administration recommends the Board authorize the June 2018 budget transfers.

d. Requests for Payment

The Administration recommends the approval of the following payments from the Capital Projects Fund. The expenditures are part of the 5-year Capital Plan.

Vendor	Amount	Project
Quality Assurance Plus	2,536.43	Granada Property Facility Study/HS Renovations
Shannon A Smith	973.09	H.S. Special Ed renovations
Uhrig Construction	3,240.00	H.S. Special Ed renovations
SSM Industries	73,375.74	ECC Chiller replacement
Trane Company	7,900.00	ECC Chiller replacement
Total	\$88,025.26	

e. Requests for the Use of School Facilities

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

Group:	Capital Crush Softball
Date/Time:	July 7, 8, 2018 8:00 a.m. - 6:00 p.m.
Requested Facility:	South Field (Softball) and Plaza Field

Event: Cocoa Chaos Softball Tournament

Fee: None

Group: Capital Crush Fastpitch Softball

Date/Time: July 7, 8, 2018
7:00 a.m. - 8:00 p.m.

Requested Facility: South Field (Softball) and Plaza Field

Event: 14u Fastpitch Tournament

Fee: None

Group: Elite Collegiate Planning

Date/Time: August 7, 2018
6:00 p.m. - 9:00 p.m.

Requested Facility: High School LGI A & B

Event: College Financial Workshop

Fee: Room Rental: \$45.00/hour (Approximately \$70.00)

f. Request for the Use of School Facilities with Waiver

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

Group: Child Evangelism Fellowship of Dauphin County, Inc.

Date/Time: Thursdays
October 4, 2018 - April 25, 2019
3:45 p.m. - 5:00 p.m.

Requested Facility: Elementary School Multi-Purpose Room

Event: Good News Club

**Fees:* Multi-Purpose
Room: \$35.00/hour (Approximately \$1,312.50)
Custodian: \$39.95/hour (Approximately \$1,498.13)

* Request for Waiver of Custodial and Facilities Usage Fees: Approximately \$2,810.63
(See Attached Letter)

Minutes

Following a motion to table the motion by Mr. Abel and a second by Ms. Drew the Request for Use of School Facilities with Waiver was tabled.

Vote Results

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

g. Announcement of Staff Development Conference

Staff Member:	Allison Mackley
Conference:	American Library Association Midwinter Meeting
Location:	Seattle, Washington
Dates:	January 24-29, 2019
Expenses:	None Paid by the Pennsylvania School Libraries Association

5. NEW BUSINESS

a. Adoption of Final Budget and Tax Resolutions 2018-2019

Be it resolved that the Derry Township School District Final General Fund Budget, as presented for the school year 2018-2019, be adopted in the amount of \$64,036,232. This results in a 2.4% tax increase.

Be it further resolved and made known that the adoption of the 2018-2019 budget is in accordance with Section 687 of the School Laws of Pennsylvania, and further, that the authorized proposed final budget document was made available for public inspection beginning May 22, 2018.

The Board of School Directors further resolves that the following Tax Resolutions be adopted in order to fund the 2018-2019 budget:

1. Real Estate Tax: The Real Estate Tax is 18.5363 mills that provides \$37,020,453 in local revenue. For 2018-2019, one mill of Real Estate Tax equals \$1,995,960 at a 96.6% collection rate. This also includes Homestead/Farmstead exclusions of \$6,663 in assessed value for the 5,414 approved properties.

2. Other Taxes: BE IT RESOLVED that the following taxes currently in full force and effect for the 2018-2019 school year:

- Occupation (Act 511)

\$250.00 on all Occupations Earning of \$12,000+

- Wage & Income (Earned Income Tax Act 511)

1% of Earnings (1/2% by Operation of Law)

- Local Services Tax

\$52.00/Earnings of \$12,000+ (\$5.00 by Operation of Law)

- Realty Transfer (Act 511)

1% of Sale (1/2% by Operation of Law)

- Amusement (Act 511)

10% of Admission (5.0% by Operation of Law) (Maximum of \$0.425)

Minutes

Following a motion by Mrs. Memmi and a second by Dr. Cronin the Adoption of the Final Budget and Tax Resolutions for 2018-2019 were approved.

Vote Results

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

b. Settlement Stipulation and Agreement

The Administration recommends the approval of the Settlement Stipulation and Agreement between the Derry Township School District, the Dauphin County Board of Assessment Appeals, Chocolate Realty DST and the Hershey Company, that discontinues the tax assessment appeals docketed at No. 2012-CV-09645-TX in the Court of Common Pleas of Dauphin County.

Minutes

Following a motion by Mrs. Memmi and a second by Dr. Cronin the Settlement Stipulation and Agreement between the Derry Township School District, the Dauphin County Board of Assessment Appeals, Chocolate Realty DST and the Hershey Company, that discontinues the tax assessment appeals docketed at No. 2012-CV-09645-TX in the Court of Common Pleas of Dauphin County.

Vote Results

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

c. Exoneration of Delinquent Taxes

The Administration recommends the Board approve the request from the Derry Township Municipal Authority for exoneration of delinquent taxes on parcels 24-083-077 and 24-083-130 in the amount of \$1,339.71.

Minutes

Following a motion by Mrs. Memmi and a second by Mrs. Steiner the request from the Derry Township Municipal Authority for exoneration of delinquent taxes on parcels 24-08-077 and 24-083-130 in the amount of \$1,339.17 was approved.

Vote Results

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

d. Approval of Depositories

The Administration recommends the Board approve the following depositories for the 2018-2019 school year:
First National Bank

Wilmington Financial
Brywn Mawr Trust
Pennsylvania School District Liquid Asset Fund (PSDLAF)

Minutes

Following a motion by Ms. Drew and a second by Dr. Cronin the depositories for the 2018-2019 school year were approved.

Vote Results

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

e. Approval of AIA Benefits Resource Group Agreement

The Administration recommends the Board approve a one-year agreement with AIA, Benefits Resource Group, for benefit consulting services at a cost of \$60,000.

Minutes

Following a motion by Mrs. Memmi and a second by Ms. Drew the one-year agreement with AIA, Benefits Resource Group, for benefit consulting services at a cost of \$60,000 was approved.

Vote Results

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

f. Approval of CANVAS Learning Management System Services

The Administration recommends the approval of a two-year Extension Service Agreement with CANVAS Learning Management System from July 1, 2018 through June 30, 2020 for a total fee of \$36,660.

Minutes

Following a motion by Ms. Drew and a second by Dr. Cronin the two-year Extension Service Agreement with CANVAS Learning Management System from July 1, 2018 through June 30, 2020 for a total fee of \$36,660 was approved.

Vote Results

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

g. Approval of Memorandum of Understanding - BIGS in Blue

The Administration recommends the Board approve the Memorandum of Understanding with Derry Township School District and Big Brothers Big Sisters of Capital Region.

Minutes

Following a motion by Dr. Shaw and a second by Dr. Cronin the Memorandum of Understanding with Derry Township School District and Big Brothers Big Sisters of the Capital Region was approved.

Vote Results

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

h. Approval of Blackboard Inc Agreement

The Administration recommends the renewal of the one-year agreement with Blackboard Inc. for web hosting and website management software in the amount of \$10,453.50.

Minutes

Following a motion by Dr. Cronin and a second by Ms. Drew the one-year agreement with Blackboard Inc. for web hosting and website management software in the amount of \$10,453.50 was approved.

Vote Results

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

i. HESPA/HEA Sick Leave Bank

The Administration recommends the approval of the Side Letter Agreement with HESPA to modify Section 7.14 of the Current Bargaining Agreement with regard to Sick Leave Bank.

Minutes

Following a motion by Mrs. Memmi and a second by Dr. Cronin the Side Letter Agreement with HESPA to modify Section 7.14 of the Current Bargaining Agreement with regard to Sick Leave Bank.

Vote Results

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

j. Life Church Lease Renewal

The Administration recommends renewal of the Life Church Agreement for the period of August 1, 2018 through July 31, 2020.

Minutes

Following a motion by Mrs. Memmi and a second by Ms. Drew the Life Church lease for the period of August 1, 2018 through July 31, 2020 was approved.

Vote Results

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

k. Approval of Athletic Trainer Services

The Administration recommends the Board approve OSS Health to provide Athletic Trainer Services for the period of July 1, 2018 through June 30, 2021 at a cost of \$60,000 for 2018-2019 school year, \$61,500 for 2019-2020 school year and \$63,000 for the 2020-2021 school year.

Minutes

Following a motion by Dr. Cronin and a second by Mrs. Memmi OSS Health was approved to provide Athletic Trainer Services for the period of July 1, 2018 through June 30, 2021 at a cost of \$60,000 for 2018-2019 school year, \$61,500 for 2019-2020 school year and \$63,000 for the 2020-2021 school year.

Vote Results

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

l. Bid Approval - Middle School Yearbook

The Administration recommends Lifetouch Yearbooks be awarded bid #2018-03 for the three-year contract (July 1, 2018 - June 30, 2021) to publish the Middle School Yearbook. Lifetouch met all specifications and qualifications and was the lowest bidder of three bids received.

Minutes

Following a motion by Mr. Singer and a second by Mrs. Memmi bid #2018-03 for Middle School Yearbooks was awarded to Lifetouch Yearbooks for the period of July 1, 2018 through June 30, 2021.

Vote Results

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

m. PSBA 2019 Legislative Platform

The Board of Directors recommends the approval of the Proposed PSBA 2019 Legislative Platform.

Minutes

Following a motion by Ms. Drew and a second by Mrs. Steiner the Proposed PSBA 2019 Legislative Platform was approved.

Vote Results

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

n. Approval of Standing Committee Meeting Dates - 2018-2019

The Board of Directors recommend the approval of the 2018-2019 Standing Committee Meeting Schedule as attached.

Minutes

Following a motion by Mr. Singer and a second by Mrs. Memmi the 2018-2019 Standing Committee Meeting Schedule was approved.

Vote Results

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

o. Personnel - Resignations

The Administration recommends the approval of the following resignations:

Classified:

Manley, Donna

Administrative Assistant
Buildings and Grounds
Reason: Personal
Effective: 07/12/2018

Shilling, Jerry

Bus Driver
District-wide
Reason: Retirement
Effective: 06/19/2018 (retroactive)

Limited Service Contract:

Walker, Amelia

Department Coordinator - ESL
District-wide
Reason: Personal
Effective: 06/18/2018 (retroactive)

Minutes

Following a motion by Dr. Cronin and a second by Mr. Singer the Personnel - Resignations were approved.

Vote Results

Yea: 9 John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner

Nay: 0
Abstain: 0
Not Cast: 0

p. Personnel - General

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

Professional:

Mikitish, Elizabeth*

Revised: Grade 8 Science Teacher

Middle School

Temporary Professional

Bachelors, Step 1

Salary: \$50,794

Effective: 08/07/2018

Classified:

Keller, Kaitlyn (new position)

Administrative Assistant

Technology Department

Full-time: 7.5 hours per day

Salary: \$19.11 per hour

Effective: 07/01/2018 (pending receipt of Act 114 and 126 certifications)

Leister, Michael (replacing Jerry Shilling)

Bus Driver

District-wide

Level A: 5.25 hours per day

Salary: \$17.86 per hour

Effective: 07/01/2018 (pending receipt of Act 114 certification)

Silsky, Tamara (replacing Ronnie Hamilton)

Bus Driver

District-wide

Level A: 5.25 hours per day

Salary: \$17.86 per hour

Effective: 07/01/2018 (pending receipt of Act 126 certification)

Soles, Tammy (replacing Kenneth Ginder)

Bus Driver

District-wide

Level A: 5.25 hours per day

Salary: \$17.86 per hour

Effective: 07/01/2018 (pending receipt of Act 151 certification)

Change in Hours for Classified Staff:

Harman, Scott*

Assistant Head Cook
Early Childhood Center
From: Level A: 4.0 hours per day
To: Level A: 5.75 hours per day
Salary: \$14.43 per hour
Effective: 07/01/2018

Nowack, Cheryl*

General Food Service Worker
Early Childhood Center
From: Level A: 3.0 hours per day
To: Level A: 4.0 hours per day
Salary: \$14.89 per hour
Effective: 07/01/2018

Limited Service Contract:

Miller, Tani*

Co-Curricular Summer Music Lessons
Elementary School
Group E, Step 11
Salary: \$4,105
Effective: 07/01/2018

2. The Administration recommends the approval of the following request in accordance with Section 6.10 of the HEA Collective Bargaining Agreement:

Walker, Amelia*

English as a Second Language Teacher
Early Childhood Center
Childrearing Leave
Effective: 08/20/2018 through 03/04/2019

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

Minutes

Following a motion by Dr. Cronin and a second by Mr. Singer the Personnel - General items were approved.

Vote Results

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

q. Personnel - General

1. The Administration recommends the Board approve the following transfers that were recognized on the May 21, 2018 Board Agenda:

Alexander, Laura*

From: Grade 1 Teacher
Early Childhood Center
To: Grade 3 Teacher
Primary Elementary School
Effective: 08/20/2018

Briotte, Maryann*

From: Grade 4 Teacher
Intermediate Elementary School
To: Grade 3 Teacher
Primary Elementary School
Effective: 08/20/2018

Brittain, Leah*

From: Grade 2 Teacher
Primary Elementary School
To: Grade 3 Teacher
Primary Elementary School
Effective: 08/20/2018

Brocius, Elizabeth*

From: Grade 3 Teacher
Primary Elementary School
To: Kindergarten Teacher
Early Childhood Center
Effective: 08/20/2018

Coombs, Heather*

From: Kindergarten Teacher
Early Childhood Center
To: Grade 1 Teacher
Early Childhood Center
Effective: 08/20/2018

Crabtree, John*

From: Grade 7 Social Studies Teacher
Middle School
To: Special Education Teacher
Middle School
Effective: 08/20/2018

Delaney, JoAnn*

From: Grade 6 Science Teacher
Middle School
To: Grade 6 Social Studies Teacher
Middle School
Effective: 08/20/2018

Greene, Adam*

From: Special Education Teacher
Early Childhood Center
To: Kindergarten Teacher
Early Childhood Center
Effective: 08/20/2018

Gustantino, Samantha*

From: Grade 5 Teacher
Intermediate Elementary School
To: Grade 1 Teacher
Early Childhood Center
Effective: 08/20/2018

Klos, Jennifer*

From: Grade 7 Science Teacher
Middle School
To: Gifted Education Teacher
Intermediate Elementary School
Effective: 08/20/2018

Kulina, Kimberly*

From: Grade 3 Teacher
Primary Elementary School
To: Grade 5 Teacher
Intermediate Elementary School
Effective: 08/20/2018

Lentine, Jennifer*

From: Special Education Teacher
Primary Elementary School
To: Kindergarten Teacher
Early Childhood Center
Effective: 08/20/2018

Lessard, Yvonne*

From: Grade 1 Teacher
Early Childhood Center
To: Grade 2 Teacher
Primary Elementary School
Effective: 08/20/2018

Lillenstein, Tiffany*

From: Part-time Kindergarten Teacher
Early Childhood Center
To: Part-time Social Skills Teacher
Early Childhood Center
Effective: 08/20/2018

McCarthy, Nicole*

From: Grade 4 Teacher
Intermediate Elementary School
To: Grade 3 Teacher
Primary Elementary School
Effective: 08/20/2018

McCauley, Karen*

From: Special Education Teacher
Intermediate Elementary School
To: Special Education Teacher
Primary Elementary School
Effective: 08/20/2018

McGarvey, Kristin*

From: Grade 3 Teacher
Primary Elementary School
To: Kindergarten Teacher
Early Childhood Center
Effective: 08/20/2018

Moore III, Ronald*

From: Special Education Teacher
Middle School
To: Grade 7 Social Studies Teacher
Middle School
Effective: 08/20/2018

Pegher, Kimberly*

From: Gifted Education Teacher
Intermediate Elementary School
To: Grade 6 Communications Art Teacher
Middle School
Effective: 08/20/2018

Pegher, David*

From: Grade 3 Teacher
Primary Elementary School
To: Grade 4 Teacher
Intermediate Elementary School
Effective: 08/20/2018

Ream, Cathy*

From: Grade 5 Teacher
Intermediate Elementary School
To: Grade 2 Teacher
Primary Elementary School
Effective: 08/20/2018

Sachs, Kristen*

From: Grade 1 Teacher
Early Childhood Center
To: Kindergarten Teacher
Early Childhood Center
Effective: 08/20/2018

Shay, James*

From: Grade 8 Science Teacher
Middle School
To: Grade 7 Science Teacher
Middle School
Effective: 08/20/2018

Shellenberger, Nancy*

From: Grade 5 Teacher
Intermediate Elementary School
To: Grade 3 Teacher
Primary Elementary School
Effective: 08/20/2018

Shrift, Brooke*

From: Grade 1 Teacher
Early Childhood Center
To: Kindergarten Teacher
Early Childhood Center
Effective: 08/20/2018

Smith, Mindy*

From: Grade 5 Teacher
Intermediate Elementary School
To: Instructional Coach
Primary Elementary School
Effective: 08/20/2018

Snyder, Leann*

From: Instructional Coach
Primary Elementary School
To: Math Specialist
Primary Elementary School
Effective: 08/20/2018

Stahl, Stacy*

From: Math Specialist
Primary Elementary School
To: Grade 5 Teacher
Intermediate Elementary School
Effective: 08/20/2018

Umberger, Jill*

From: Part-time Kindergarten Teacher
Early Childhood Center
To: Full-time Kindergarten Teacher
Early Childhood Center
Effective: 08/20/2018

Westervelt, Karen*

From: Grade 3 Teacher
Primary Elementary School
To: Grade 5 Teacher
Intermediate Elementary School
Effective: 08/20/2018

Whiston, Lisa*

From: Grade 6 Social Studies Teacher
Middle School
To: Grade 7 Social Studies Teacher
Middle School
Effective: 08/20/2018

Minutes

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

Vote Results

Yea:	6	John Abel, Judy Haverstick, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	3	Donna Cronin, Lindsay Drew, Maria Memmi
Abstain:	0	
Not Cast:	0	

6. DELEGATE REPORT

a. Dauphin County Technical School

Minutes

Mrs. Steiner provided the following report on the Dauphin County Technical School:

- DCTS are working on the videos for each of the academy's, which will be used to showcase each program;
- Noted DCTS had its first career signing day and celebrated 44 graduating seniors who have secured careers in their fields of study;
- DCTS Culinary Arts program was awarded, Exemplary by the American Culinary Federation Secondary Accreditation Board.

7. SPECIAL REPORTS

a. Board Members' Report

Minutes

The following board members provided reports:

- Mr. Abel reported on the Milton Hershey Commencement Ceremony and noted it was a very inspirational ceremony and encouraged others to attend in the future.

b. Superintendent's Report

Minutes

Mr. McFarland thanked Chief Warner and the Derry Township Police Department along with Hershey Entertainment and Resort for their support of the Bigs In Blue program.

c. Board President's Report

Minutes

Mrs. Sicher noted that a Finance subcommittee will be added for the 2018-2019 school year.

8. RECOGNITION OF CITIZENS

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

Minutes

The following citizens were recognized by the Board:

- None

9. ADJOURNMENT

Minutes

Following a motion by Dr. Cronin and a second by Mrs. Memmi the meeting was adjourned at 8:27 pm.

Respectfully submitted,

Michael Frentz
Secretary to the Board
Approved July 16, 2018

Kathy Sicher
President of the Board of Directors

Derry Township School District
School Board Meeting
June 25, 2018

Sign In

Robert M. Burton

Robert Naege

Phil Friedrich

Philip N. Jurus

Eric Friedman

Dee Stalneck

Kelly Curtis-Hallinan

Tracy Brown

Mike Knapp

Please Print

ROBERT BURTON

Robert Naege Naege

Ron Eckman

PHILIP N. JURUS.

ERIC FRIEDRICH

Dee Stalneck

Kelly Curtis-Hallinan

Tracy Brown

MIKE KNAPP



Derry Township School District

Administrative Office • 30A East Granada Avenue • P.O. Box 898 • Hershey, PA 17033
Phone (717) 534-2501 • Fax (717) 533-4357 • www.hershey.k12.pa.us

Adoption of Final Budget and Tax Resolutions for 2018-2019

Be it resolved that the Derry Township School District Final General Fund Budget, as presented for the school year 2018-2019, be adopted in the amount of \$64,036,232. This results in a 2.4% tax increase.

Be it further resolved and made known that the adoption of the 2018-2019 budget is in accordance with Section 687 of the School Laws of Pennsylvania, and further, that the authorized proposed final budget document was made available for public inspection beginning May 22th, 2018.

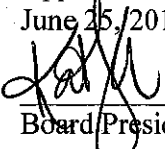
The Board of School Directors further resolves that the following Tax Resolutions be adopted in order to fund the 2018-2019 budget:

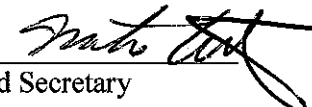
1. **Real Estate Tax:** The Real Estate Tax is 18.5363 mills that provides \$37,020,453 in local revenue. For 2018-2019, one mill of Real Estate Tax equals \$1,995,960 at a 96.6% collection rate. This also includes Homestead/Farmstead exclusions of \$6,663 in assessed value for the 5,414 approved properties.

2. **Other Taxes:** BE IT RESOLVED that the following taxes currently in full force and effect for the 2018-2019 school year:

- **Occupation (Act 511)**
 - \$250.00 on all Occupations Earning of \$12,000+
- **Wage & Income (Earned Income Tax Act 511)**
 - 1% of Earnings (1/2% by Operation of Law)
- **Local Services Tax**
 - \$52.00/Earnings of \$12,000+ (\$5.00 by Operation of Law)
- **Realty Transfer (Act 511)**
 - 1% of Sale (1/2% by Operation of Law)
- **Amusement (Act 511)**
 - 10% of Admission (5.0% by Operation of Law) (Maximum of \$0.425)

Approved at the regular meeting of the Derry Township School District Board of Directors meeting held on June 25, 2018 with 9 ayes, 0 nays, 0 absent 0 abstained.


Board President


Board Secretary



Memorandum of Understanding

**Big Brothers Big Sisters of
Capital Region**

And

Derry Township School District



This Memorandum of Understanding (MOU) sets for the terms and understanding between Big Brothers Big Sisters of Capital Region and Derry Township School District to initiate Bigs in Blue, an evidence-based mentoring program.

The purpose of this partnership is to offer children in the District, who are facing adversity, a professionally supported 1:1 mentor relationship. Our goal is to guide these relationships to promote higher aspirations among the youth, build confidence, and avoid risky behaviors to achieve educational success. The Bigs in Blue program builds meaningful relationships between law enforcement and youth in the communities in which they serve.

Big Brothers Big Sisters will work toward the above goals by undertaking the following activities:

- Assist the School District in the design of the program including eligibility criteria.
- Identification and recruitment of volunteer mentor applicants.
- Provide necessary application, training, management evaluation and reporting materials.
- Screen potential volunteers through clearances, background checks and District requirements.
- Utilization of a professional staff to assess/determine acceptance or non-acceptance for all volunteer applicants.
- Provide training and support to school personnel regarding appropriate referrals for service.
- Participate in mentor/mentee monitoring through casework management, consultation and support services. (Match Support)
- Assist in the coordination of match activities and volunteer recognition activities.
- Track outcomes, prepare evaluations and provide outcome and evaluation reports to the district administration.
- Work with the partnership to resolve problems, facilitate program growth and strengthen program.
- Work cooperatively to identify and obtain program funding.
- Respect school personnel and follow school district policies and procedures.
- Provide on-going training regarding youth needs and progress to goals.

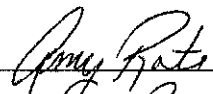
- Big Brothers Big Sisters will maintain all required insurance coverage.

Derry Township School District will:

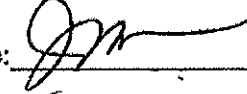
- Assist with gaining permission and applications from parents/guardians.
- Coordinate logistics; provide space for child interviews, training and mentor/mentee meetings.
- Assist in volunteer recognition activities.
- Provide student data (e.g. grades, attendance, discipline records, counselor/teacher reports) for the purpose of evaluation with parental permission if requested. All data will respect the anonymity of the student.
- Access to student to administer Evaluation Outcomes Systems (Evidence-based measurement tools including Youth Outcome Survey, Strength of Relationship Survey and Bigs in Blue Survey)
- Provide administrative support as needed.
- Provide a staff point of contact at the identified school to work cooperatively and communicate effectively and consistently with agency personnel.
- Work with the partnership to resolve problems, facilitate program growth and strengthen the program.
- Work cooperatively to identify and obtain program funding.
- Work cooperatively with public relations opportunities.
- Respect agency personnel and follow agency policy and procedure.

This MOU is at-will and may be modified by mutual consent of authorized officials from Big Brothers Big Sisters and Derry Township School District. This MOU shall become effective upon signature by the authorized officials below and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Big Brother Big Sisters of Capital Region

Representative: 
 Position: VP of Programs
 Date: 6/25/18

Derry Township School District

Representative: 
 Position: Superintendent
 Date: 6/25/18

SIDE LETTER AGREEMENT

Derry Township School District ("District") and the Hershey Educational Support Professionals Association ("HESPA") hereby agree to modify Section 7.14 of the current Collective Bargaining Agreement as follows. The parties agree to modify the language as follows:

7.14 Sick Leave Bank

- ~~A. A committee will be formed and composed of the Association President, Superintendent, and a representative mutually agreed upon by the Association President and the Superintendent.~~
- ~~B. All employees in the bargaining unit are eligible to join the Sick Leave Bank.~~
- ~~C. Use of the Sick Leave Bank applies to permanent positions only. Substitute/Temporary positions are not covered in the Sick Leave Bank.~~
- ~~D. Any employee who decides to join the Sick Leave Bank must initially wait the following time period from the date of joining the Sick Leave Bank until bank utilization. A new employee from the date of hire up to (2) two years will have a (90) ninety-day waiting period to utilize the Sick Leave Bank. Employees with over (2) two years from the date of hire who decide to join will have a waiting period of (180) one hundred eighty days before utilizing the Sick Leave Bank.~~
- ~~E. Those persons who joined the Sick Leave Bank in the 1995/96 school year, contributed (5) five of their accumulated sick days. Any employee who wishes to join the Sick Leave Bank and was eligible to join previously, and did not, must contribute those initial (5) five days plus any past assessment days paid by members of the Sick Leave Bank (with equivalent service) since the Sick Leave Bank's inception.~~
- ~~F. The Sick Leave Bank shall be used for injuries, illnesses or diseases, not cosmetic or elective surgery.~~
- ~~G. To be eligible to use the Sick Leave Bank, an employee must have completed a probationary period, be "actively at work" when applying for Sick Leave Bank usage, be afflicted with an injury, illness or disease requiring an absence of at least (5) five consecutive days, must have exhausted all sick and personal time, as well as (50%) fifty percent (50%) of his/her remaining earned vacation time on the date the Request for Use is made, and plan on returning to his/her position with the District in order to fulfill payback obligations.~~

- H. ~~For protection of all parties, no more than (30) thirty Sick Leave Bank days will be given to an individual during the course of one fiscal year or combination of fiscal years for any one injury, illness or disease.~~
- I. ~~The Sick Leave Bank Committee, may at any time, request a physician's statement to justify the Sick Leave Bank's use. The Committee may also take other actions to protect the general membership of the Association and district from any potential misuse.~~
- J. ~~Members shall contribute one day to the Sick Leave Bank on October 1 of each year, if (20%) twenty percent of the Bank's days were used in the last year. The Bank year shall commence on October 1 and end on September 30.~~
- K. ~~A member may not use or draw from the Sick Leave Bank if he/she is receiving compensation from the employer or any other organization or secondary employer from which compensation or benefit (workman's compensation, unemployment compensation, etc.) is received and where the injury was incurred during that employ or activity.~~
- L. ~~With the usage of 10-30 days from the Sick Leave Bank, a member of the Sick Leave Bank will be required to have a double assessment year for the following (3) three years.~~
- M. ~~"10-30 days usage from the bank = 2 x the assessment for the following (3) three years".~~
- N. ~~All 9-12 month employees who use the Sick Leave Bank (to the above obligation "k.") and do not have said time accumulated at assessment time will be required to reimburse the Sick Leave Bank from said employee's earned/accumulated time until that employee's obligation is fulfilled in repayment of the Sick Leave Bank.~~
- O. ~~All 9 month employees who are members of the Sick Leave Bank, will be required to provide a physician's note indicating that the leave necessitated is essential at that point in time and may not occur during the said employee's/school district summer shut-down period.~~
- P. ~~A Sick Leave Bank member may not withdrawal from the Sick Leave Bank.~~
- Q. ~~If a member changes their employment status from part-time to full-time, said member will be required to change their said contribution/assessment donation to the appropriate hours/time.~~

The HESPA sick bank is closed to enrollment as of March 10, 2018. Any HESPA members who were members of the HESPA sick bank on the day of dissolution are now members of the HEA sick bank and are subject to the following explanations and regulations:

The purpose of the sick leave bank is to provide additional sick leave days to members of the bank in the event of a catastrophic illness or injury. Sick leave days from the bank may be granted to a member who, through a catastrophic illness or injury, is unable to perform the duties of his or her position.

Catastrophic is defined as an illness, injury, or physical or mental condition that is so severe that it is disabling in nature and that requires treatment by a physician and/or hospital admittance. Although some degree of permanency is usually involved, the disease need not necessarily be incurable or permanent. A catastrophic illness or injury results in the inability to pursue an occupation or perform services for wages because of physical or mental impairment.

- Examples of diagnosed illnesses that qualify for benefits of the program include, but are not limited to the following: cancer, heart disease, multiple sclerosis, stroke, and muscular dystrophy, bipolar disorder, and/or any other debilitating diseases or disorders.

Eligibility and Membership:

- An employee must have exhausted all sick, personal, and vacation time prior to use of the Bank.

Contribution of Days

- At the time of the HESPA sick bank dissolution, all sick days in the HESPA rolled to the HEA sick bank.
- Members will be assessed one day during October of each fiscal year. This yearly contribution may be waived or increased, depending upon depletion of 20% of the Bank.
- In the event a member of the District Sick Leave Bank has exhausted all of his/her sick days and an assessment occurs, that member who has utilized the bank, resulting in a zero sick leave credit, shall be assessed one personal day for the sick leave bank. Future assessments would return to sick day assessments upon accumulation of personal sick days (effective July 1, 2010).
- If an individual leaves the District immediately after using the sick leave bank, the District will have the right to hold any personal days equivalent to the number of sick days which would be regularly assessed upon the next school year, should such assessment occur (effective July 1, 2010).

- Once sick leave is donated to the Bank, it cannot be restored to the employee. Assessed sick leave is non-refundable and nontransferable upon transfer to another work site.

Granting of Bank Days:

The following regulations shall be observed in granting days from the Sick Leave Bank:

- No more than 30 days on any one request during any fiscal year will be given to an individual.
- Days shall be granted only after the member has exhausted all accumulated sick, vacation and personal days.
- Days shall be granted only for catastrophic illness, surgery, or injury which necessitates an absence from work.
- Days shall be granted only for absences from workdays and shall not be granted for holidays, vacation days, or other such days for which the member is not paid.
- All days granted shall be approved by the HESPA President and a district representative (Benefits/Business) – hereafter known as "the Committee."
- All unused days in the Bank at the end of the Bank year shall be carried over to the next school year (July 1 through June 30).
- A member may not use or draw from the Bank if he/ she is receiving compensation from the employer or any other organization or secondary employer from which compensation or benefit (workman's compensation, unemployment compensation, etc.) is received and where the injury was incurred during that employ or activity.

Applying for Sick Leave Days:

- Should a member have a catastrophic illness or injury necessitating the need for days in addition to his or her state and local sick leave days, the member may submit a request for days from the Bank.
- A member who requests days from the Bank must submit the Sick Leave Bank application to the Committee.
- The Committee may refuse to consider an application that does not contain the required information. The following information is required:
 1. Completion of the current attending medical physician's statement that shall include:
 - a. Identification of the symptoms and manifestations of the illness and/or extent of injury.
 - b. Anticipated date, if any, that the employee is eligible to return to work on a full-time basis.
 - c. A physician's statement certifying that the member utilizing the bank is unable to perform normally required duties. Upon agreement by the District and the Association, a second physician statement may be required.

2. Anticipated sick leave bank days, if any, for the follow-up examinations.

- If a member is critically ill and unable to complete the required forms, an application may be initiated by the HEA president at the request of the member or someone in the member's family.
- This application will be held confidential by the Committee.

Duties and Responsibilities of the Committee:

Duties and responsibilities of the governing committee shall be to:

- Overall- Keep the Bank solvent.
 1. Review in a called meeting all individual applications for sick leave bank days. A member or representative may be requested to appear before the Committee to substantiate his or her case.
 2. Determine the number of days approved up to 30 days for one request and up to a total of 60 in any one fiscal year on a second request.
 3. The committee will reserve the right to approve, disapprove, or modify the days requested.
 4. Respond in writing to all members who request leave within 15 working days after receiving the request.
- The Committee shall process all approved days and forward the information to the payroll department.
- If a member's request for sick leave is denied, the member may file a written appeal within ten working days, directed to the HEA president, requesting to appear in person before the Committee.
- The Committee may require a second medical opinion concerning a member's application for benefits.
- The Committee shall reserve the right to evaluate individual extenuating circumstances to determine eligibility for granting days beyond thirty (30) from the Bank.
- All official forms and records pertaining to the Bank will be maintained in The Benefits office.

Statutory Savings Clause

If any term or provision of these Guidelines is in conflict with applicable valid Federal or State law, such term or provision shall continue in effect only to the extent permitted by such law. If at any time thereafter, such term or provision is no longer in conflict with any Federal or State law, such term or provision as originally embodied in these Guidelines shall be restored in full force and effect. If any term or provision of these Guidelines is or becomes invalid or unenforceable, such invalidity or unenforceability, it shall not affect or impair any other term or provision of these Guidelines. However, these Guidelines shall be amended to conform with any legal mandates, if such amendment is necessary to the continued operation of the Sick Leave Bank.

Dissolution

In the event the District and the Association decide to dissolve the Sick Leave Bank, the remaining days shall be returned to the members participating in the bank. All members will receive an equal number of days, except that in no case will anyone receive more days than they contributed to the bank. If, after such a distribution, days still remain in the bank, the District and the Association shall meet to discuss a procedure for their distribution.

Procedures for Deciding Any Questions Not Covered in Policy

Any questions concerning membership, regulations, modifications, revisions, or application for sick leave bank days that may arise after adoption of this policy, and not specifically covered herein, shall be submitted to the Sick Leave Bank Committee, which shall make a recommendation to the HEA Executive Committee for a final decision.

Amendments

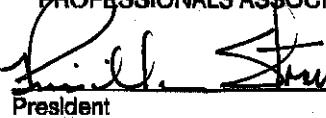
Amendments to the guidelines may be made by an affirmative vote of the Committee and a final decision by the HEA Executive Committee.

DERRY TOWNSHIP SCHOOL DISTRICT



Superintendent or Designee 6/25/18
Date

HERSHEY EDUCATIONAL SUPPORT
PROFESSIONALS ASSOCIATION



President 7/2/2018
Date

2018-2019 Standing Committee Schedule

September 10, 2018	4:00	Curriculum Council	February 25, 2019	4:00	Finance
	5:00	Policy		5:00	
September 24, 2018	4:00	Finance	March 11, 2019	4:00	Curriculum Council
	5:00	General Services		5:00	General Services
October 8, 2018	4:00	Curriculum Council	March 25, 2019	4:00	Finance
	5:00	Communications & Community Engagement		5:00	Communications & Community Engagement
October 22, 2018	4:00	Finance	April 8, 2019	4:00	Curriculum Council
	5:00	Athletic & Activities		5:00	Policy
November 12, 2018	4:00	Curriculum Council	April 29, 2019	4:00	Finance
	5:00	Policy		5:00	Athletic & Activities
November 26, 2018	4:00	Finance	May 13, 2019	4:00	Curriculum Council
	5:00	General Services		5:00	Communications & Community Engagement
December 17, 2018	4:00	Curriculum Council	May 28, 2019 (Tue)	4:00	Finance
	5:00	Communications & Community Engagement		5:00	
January 14, 2019	4:00	Curriculum Council	June 10, 2019	4:00	Curriculum Council
	5:00	Athletic & Activities		5:00	General Services
January 28, 2019	4:00	Finance	June 24, 2019	4:00	Finance
	5:00			5:00	Athletic & Activities
February 11, 2019	4:00	Curriculum Council			
	5:00	Policy			