

DTSD Summary Board Minutes - III - August 22, 2016	1
Sign-in Sheet 8-22-2016	10
DCTS Delegate Report August 2016	11

**Derry Township School District**  
**Board of Directors Meeting**  
**August 22, 2016**  
**Summary Minutes - III**

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**1. OPENING ITEMS**

**a. Call to Order**

**Minutes**

The meeting was called to order by Brian Shiflett at 7:00 p.m.

**b. Roll Call**

**Present:** Chris Barrett, Jayanth Franklin, Jennifer Mysel, Julie Neal, Brian Shiflett, Kathy Sicher, Terry Singer

**Absent:** Heidi Eby, Maria Memmi,

**Non-Voting Members in Attendance:** Joseph McFarland

**Staff/Public in Attendance:** Dan Tredinnick, Mike Frentz, Stacy Winslow, Jason Reifsnnyder, Sarah Haverstick, Judy Haverstick, Mike Knause.

**Solicitor in Attendance:** William Zee

**Media in Attendance:** Monica von Dobeneck

**c. Flag Salute**

**d. Approval of Board of Directors Agenda**

**Minutes**

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

**2. INFORMATIONAL AND PROPOSALS**

**a. Announcement of Executive Session**

**Minutes**

The Board met in Executive Session prior to the evening meeting to discuss matters of personnel, labor relations and arbitrations and consultation with an attorney.

**b. Recognition of Citizens (Agenda Items)**

**Minutes**

The following citizens were recognized by the Board of Directors:  
None

**c. Anticipated Agenda Items for the Next Board of Directors Meeting**

The anticipated agenda items for the September 12, 2016 Board of Directors Meeting were listed:

1. Approval of August 22, 2016 Board of Directors Summary Minutes
2. Presentation: Social Worker Update
3. Requests for the Use of Facilities
4. Personnel
5. Staff Development

**Minutes**

The anticipated agenda items for the September 12, 2016 meeting of the Derry Township Board of School Directors were reviewed.

### 3. UNFINISHED BUSINESS

#### a. Parent Concern/Request to Transport Students Inside Walking Area

##### Minutes

Mr. McFarland provided an update with regard to the parent concern/request to transport students inside the designated walking area.

Following a motion by Mr. Franklin and a second by Mr. Barrett, the Board voted to refer policy 810 (Transportation) to the Policy Committee for review.

##### Vote Results

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<b>Aye:</b>	6	Jennifer Mysel, Kathy Sicher, Terry Singer, Julie Neal, Jayanth Franklin, Chris Barrett
<b>No:</b>	1	Brian Shiflett
<b>Abstain:</b>	0	
<b>Not Cast:</b>	2	Heidi Eby, Maria Memmi

#### MOTION CARRIED

### 4. CONSENT AGENDA ITEMS

##### Minutes

Following a motion by Mrs. Mysel and a second by Mr. Franklin the Consent Agenda Items were approved.

##### Vote Results

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<b>Aye:</b>	7	Chris Barrett, Brian Shiflett, Jayanth Franklin, Julie Neal, Terry Singer, Kathy Sicher, Jennifer Mysel
<b>No:</b>	0	
<b>Abstain:</b>	0	
<b>Not Cast:</b>	2	Heidi Eby, Maria Memmi

#### MOTION CARRIED

#### a. Approval of August 8, 2016 Summary Board of Directors Meeting Minutes – II

#### b. Approval of July 2016 Finance Report

1. The Treasurer's Report for the month ending July 31, 2016 was summarized as follows:

General Fund Revenue	\$3,831,374
General Fund Expenditures	3,109,077
Balance of Cash Plus Investments (Includes Capital Reserve)	15,900,440

2. The listed schedule of investment transactions for the period beginning July 1, 2016 through July 31, 2016, had total interest earnings of \$527 comprised of the following:

Money Market	435
General Fund	1
Capital Reserve	91

The average interest rate for July 2016 was .04%

3. The July 2016 expenditures for the paid bills for all funds totaled \$1,611,714 excluding net payroll, retirement contributions, and debt service.
4. The August 2016 expenditures for the unpaid bills for all funds totaled \$947,808.
5. Estimated expenditures of the General Fund for the month of August 2016 were in the following amounts:

Operating Expenses	\$1,000,000
Utilities	102,300
Net Payroll (2 pays)	1,080,000
Employer Provided Insurance	376,200
Payroll Deductions	555,000
Employer Payroll Taxes (FICA/RET)	125,000
Debt Service	0
Total Estimated Expenditures	\$ 3,238,500

**c. Requests for Payment**

The Administration recommended the approval of the following payments from the Capital Project Fund. The expenditures are part of the 5-Year Capital Plan.

Vendor	Amount	Project
Dauphin Data Communications	15,805.80	Replace data switches
Spire AVL, LLC	10,970.81	Auditorium Lighting Upgrade (High School)
Total	\$26,776.61	

**d. Requests for the Use of School Facilities**

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

**Group:** Hershey Youth Field Hockey

**Date/Time:** Monday - Friday  
August 29, 2016 through October 28, 2016  
5:30 p.m. - 8:00 p.m.

**Requested Facility:** 2 Grass Fields  
(Multi-purpose Field Behind High School)  
(Field Hockey Grass Field)

**Event:** Practices, Games

**Fee:** None

**Group:** Hershey Festival Strings

**Date/Time:** September 30, 2016  
4:00 p.m. - 9:30 p.m.  
October 25, 2016  
4:00 p.m. - 7:00 p.m.

**Requested Facility:** Middle School Auditorium, Cafeteria

**Event:** Rehearsal of 80 Elementary and Middle School String Students

**Fee:** None

**Group:** Holy Family University

**Date/Time:** October 6, 2016

3:30 p.m. - 5:30 p.m.  
*Requested Facility:* High School Library Conference Room  
*Event:* Informational Meeting  
*Fee:* Room Rental: \$25.00 per hour (Approximate \$50.00)  
***Group:* Derry Township Police Department**  
*Date/Time:* October 16, 2016  
5:00 a.m. - 12:30 p.m.  
*Requested Facility:* Middle School Foyer, Entrance, Cafeteria  
*Event:* 2016 Hershey Half Marathon  
*Fee:* None  
***Group:* Hershey Festival Strings**  
*Date/Time:* January 19, 2017  
January 31, 2017  
4:00 p.m. - 6:30 p.m.  
*Requested Facility:* Middle School Auditorium, Cafeteria  
*Event:* Rehearsals  
*Fee:* None  
***Group:* Federated Women's Club of Hershey**  
*Date/Time:* March 5, 2017  
7:30 a.m. - 3:30 p.m.  
March 12, 2017 (Snow date)  
7:30 a.m. - 3:30 p.m.  
*Requested Facility:* High School Cafeteria, Kitchen, Faculty Room  
*Event:* Pork & Sauerkraut Dinner Fundraiser for Scholarship Program  
*Fee:* Custodian: \$38.64 per hour (Approximate: \$348.00)  
Head Cook/Cafeteria Employee: Charge for time needed per HESPA Agreement

## 5. NEW BUSINESS

### a. Approval of Hershey Medical Center Internship/Shadowing Program Affiliation Agreement

The Administration recommended the approval of the Hershey Penn State Medical Center and the Pennsylvania State University College of Medicine Internship/Shadowing Program Affiliation Agreement.

#### Minutes

Following a motion by Mr. Franklin and a second by Mrs. Neal the Hershey Medical Center Internship/Shadowing Program Affiliation Agreement was approved.

#### Vote Results

<b>Aye:</b>	7	Chris Barrett, Brian Shiflett, Jayanth Franklin, Julie Neal, Terry Singer, Kathy Sicher, Jennifer Mysel
<b>No:</b>	0	
<b>Abstain:</b>	0	
<b>Not Cast:</b>	2	Heidi Eby, Maria Memmi

**MOTION CARRIED**

**b. Approval of Hershey Trojan Statue Replacement Proposal**

The Administration recommended the Board approve the proposal of Majestic Works for the Hershey Trojan Statue Replacement for a total of \$19,400.00.

**Minutes**

Following a motion by Mr. Barrett and a second by Mrs. Sicher the Hershey Trojan Statue Replacement Proposal was approved.

*Vote Results*

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<b>Aye:</b>	7	Chris Barrett, Brian Shiflett, Jayanth Franklin, Julie Neal, Terry Singer, Kathy Sicher, Jennifer Mysel
<b>No:</b>	0	
<b>Abstain:</b>	0	
<b>Not Cast:</b>	2	Heidi Eby, Maria Memmi

**MOTION CARRIED**

**c. Approval of Contract of Services - PA Educator**

The Administration recommended the approval of the Contract of Services for PA Educator in the amount of \$2375.00 starting July 1, 2016 through June 30, 2017.

**Minutes**

Following a motion by Mr. Franklin and a second by Mrs. Mysel the Contract of Services for PA Educator for the 2016 - 2017 fiscal year was approved.

*Vote Results*

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<b>Aye:</b>	7	Chris Barrett, Brian Shiflett, Jayanth Franklin, Julie Neal, Terry Singer, Kathy Sicher, Jennifer Mysel
<b>No:</b>	0	
<b>Abstain:</b>	0	
<b>Not Cast:</b>	2	Heidi Eby, Maria Memmi

**MOTION CARRIED**

**d. Personnel – Resignations**

The Administration recommended the approval of the following resignations:

**Professional:**

**Cantore, Kathy**

Mathematics Teacher

Middle School

Reason: Retirement

Effective: 11/11/2016

**Hain Shipkowski, Anthony**

Mathematics Teacher Long-Term Substitute

Middle School

Reason: Personal

Effective: 08/10/2016 (retroactive)

**Classified:**  
**Unger, Lucy**  
General Food Service Worker  
Elementary School  
Reason: Personal  
Effective: 08/11/2016 (retroactive)

**Minutes**

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

**e. Personnel – General**

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

**Professional:**

**Ruff, Brandy** (replacing Allison Ometz)  
Part-time Music Teacher  
Elementary School  
Professional  
Bachelors, Step 2  
Salary: \$49,994 (pro-rated)  
Effective: 08/23/2016

**Slatt, Danielle** (New Position Due to Enrollment)

Grade 1 Teacher  
Early Childhood Center  
Long Term Substitute  
Bachelors, Step 1  
Salary: \$48,794 (pro-rated)  
Effective: 08/23/2016 through the end of the 2016-2017 school year

**Transfer of Professional Staff:**

**DeVivo, Kara\***

Special Education Teacher  
From: Primary Elementary School  
To: Early Childhood Center  
Effective: 08/23/2016

**Lentine, Jennifer\***

Special Education Teacher  
From: Early Childhood Center  
To: Primary Elementary School  
Effective: 08/23/2016

**Classified:**

**Mock, John\***

Substitute Custodian  
District-wide  
Salary: \$14.56 per hour  
Effective: 08/23/2016

**Change in Hours for Classified Staff:**

**Taylor, Margaret\***

From: Paraprofessional  
High School

Level A: 5.75 hours per day  
To: Paraprofessional (Self-Contained Classroom)  
High School  
Level B: 6.5 hours per day  
Salary: \$16.01 per hour  
Effective: 08/23/2016

**Transfer of Classified Staff:**

**Batz, Judith\***

From: General Food Service Worker  
High School  
To: Custodian (2nd Shift) (replacing Derek Titus)  
Middle School  
Full-time, 8.0 hours per day  
**Revised:** Salary: \$16.23 per hour  
Effective: 08/09/2016 (retroactive)

**Ebersole, Roberta\***

From: Substitute General Food Service Worker  
District-wide  
To: General Food Service Worker (replacing Judith Batz)  
High School  
Level A: 4.0 hours per day  
Salary: \$12.65 per hour  
Effective: 08/23/2016

**Miller, Robert\***

From: Substitute Bus Driver  
District-wide  
To: Bus Driver (replacing Roger Weber)  
District-wide  
Level A: 5.25 hours per day  
Salary: \$17.22 per hour  
Effective: 08/23/2016

**Palmer (Robinson), Karene\***

From: Substitute General Food Service Worker  
District-wide  
To: General Food Service Worker (replacing Lucy Unger)  
Elementary School  
Level A: 4.0 hours per day  
Salary: \$12.65 per hour  
Effective: 08/23/2016

**Wingert, Kathlene\***

From: Custodian  
High School  
To: Custodian (2nd Shift) (replacing Christopher Waybright)  
Early Childhood Center  
Full-time, 8.0 hours per day  
Salary: \$18.45 per hour  
Effective: 08/23/2016



**Limited Service Contracts:**

**Coleman, Mary Jo\***

Mentor to Christine Hicks, Grade 5 Teacher  
Intermediate Elementary School  
Salary: \$1,500  
Effective: 08/23/2016

**Kisner, Michelle\***

In-house Mentor to Brandy Ruff, Part-time Elementary Music Teacher  
Elementary School  
Salary: \$500  
Effective: 08/23/2016

**Lessard, Yvonne\***

Mentor to Caitlyn Clark, Grade 1 Teacher  
Early Childhood Center  
Salary: \$1,500  
Effective: 08/23/2016

**Ritchey, Bonnie\***

**Revised:** In-house Mentor to Brian Ferry, HS Business Education Teacher  
High School  
**Revised:** Salary: \$500  
Effective: 08/23/2016

**Willis, Casey\***

Mentor to Tara Katerman, Grade 5 Teacher Long Term Substitute  
Intermediate Elementary School  
Salary: \$1,500  
Effective: 08/23/2016

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

**Minutes**

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

*Vote Results*

<b>Aye:</b> 7	Chris Barrett, Brian Shiflett, Jayanth Franklin, Julie Neal, Terry Singer, Kathy Sicher, Jennifer Mysel
<b>No:</b> 0	
<b>Abstain:</b> 0	
<b>Not Cast:</b> 2	Heidi Eby, Maria Memmi

**MOTION CARRIED**

**6. DELEGATE REPORT**

**a. Dauphin County Technical School**

**Minutes**

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

**7. SPECIAL REPORTS**

**a. Board Members' Report**

**Minutes**

The following members provided reports to the Board:

- Mr. Franklin - Items for General Services Committee
- Mr. Singer - Parks and Rec Update
- Mrs. Sicher - Meet the Trojan (Pep Rally), Opening Day Update

**b. Superintendent's Report**

**Minutes**

Mr. McFarland provided the Board with the following updates:

- Review of opening day

**c. Board President's Report**

**Minutes**

Mr. Shiflett provided the Board with the following updates:

- Upcoming PSBA Conference
- Topics for next Board Retreat
- Opening day presentation

**8. RECOGNITION OF CITIZENS**

**Minutes**

The following citizens were recognized by the Board:

- Lily Romero - Transportation

**9. ADJOURNMENT**

**Minutes**

Following a motion by Mr. Franklin and a second by Mr. Barrett the meeting was adjourned at 7:59 p.m.

Respectfully submitted,

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Michael Frentz  
Secretary to the Board  
Approved at the September 12, 2016 meeting

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Brian L. Shiflett  
President of the Board of Directors

JWR

Derry Township School District  
School Board Meeting  
August 22, 2016

Please Sign In AND Print Your Name

Signature

Printed Name

Daniel B Tredinnick

Dan Tredinnick

Sarah Haverstick

Sarah Haverstick

Signature

Printed Name

Judy Haverstick  
Judy Haverstick

Signature

Printed Name

Mike Knouse

Mike Knouse

Signature

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The Dauphin County Technical School Joint Operating Committee (JOC) met on August 17, 2016 in executive session, work session and regular session. Brian Shiflett and Julie Neal attended all meetings, and a quorum was present.

Two firms submitted responsive proposals for the Independent Professional work associated with the new member district buy in process: Gene Veno & Associates and Barley Snyder. The Administrative Advisory committee interviewed both firms and provided a unanimous recommendation to the JOC for retaining Barley Snyder. Kim Smith and Bill McCarty of Barley Snyder introduced themselves to the JOC during the work session and held a Q&A session. Later during the regular meeting, the JOC approved retaining Barley Snyder and authorized the spending of up to \$8,000 for Phase 1 tasks. Phase 1 culminates in the presentation to the Joint Board the plan, timetable and budget for the new member district joiner process (Phase 2).

On a related note, earlier this summer the Middletown Area SD board passed a resolution in support of entering into negotiations with any interested non-member district which currently enrolls students at DCTS. They are the third board, joining DTSD and Susquehanna Township SD, to pass such a resolution.

Business Administrator Maria Zaharick shared with the JOC a draft of the 2015-16 year-end financial picture and estimated distributions to the member districts. At the moment, the year-end operating surplus is \$1,141,229, which includes a budgeted \$400,000 reduction in the PSERS assigned fund balance. That amount results in a \$49,313 allocation to DTSD, and combined with a \$83,362 debt service allocation, DCTS' total FY2015-16 estimated distribution to DTSD is \$132,675.

The JOC approved a 36-month lease with Wolfington Body Company for a 30 passenger bus (2016 Ford Collins) at \$1,007 per month. The bus will primarily be used for transporting students to and from co-op assignments and for student field trips. One of the school's substitute para-educators is obtaining a CDL and will serve as the school's bus driver.

The JOC awarded a bid to Thermotech, Inc. in the amount of \$29,305 to upgrade the HVAC equipment in the Warehouse/Copy Center. The project is designed to remedy persistent humidity issues which have resulted in printer/copier problems. The JOC also awarded a bid to The Carpet House in the amount of \$6,763 to remove and replace existing carpet and cove base in the Carcajou.

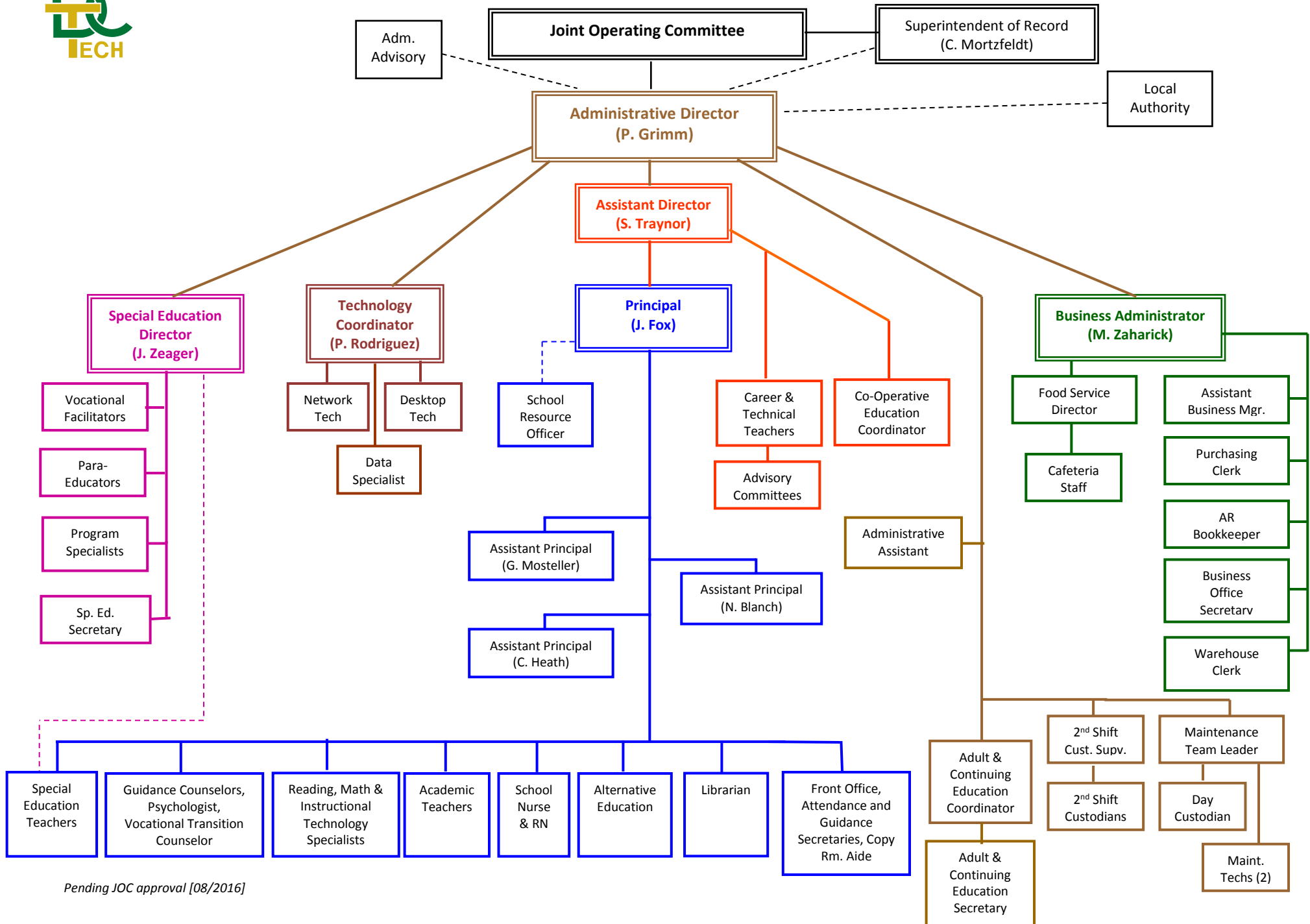
In other business, The JOC conducted a second read and approved Policy 808 – Food Services.

Attached is the latest approved DCTS organizational chart.

The next JOC meeting will be held Wednesday, September 14, 2016, 7:00 p.m. The JOC meets in the DC Tech cafeteria. JOC meeting agenda are on BoardDocs ([www.boarddocs.com/pa/daup/Board.nsf](http://www.boarddocs.com/pa/daup/Board.nsf)).

Respectfully submitted,

Brian Shiflett



Pending JOC approval [08/2016]