



Derry Township School District Board of Directors Meeting September 21, 2015 Summary Minutes - V

1. OPENING ITEMS

1.1 Call to Order

Minutes: The September 21, 2015 meeting of the Derry Township Board of School Directors was called to order by Mrs. Sheehan at 7:06 p.m.

1.2 Roll Call

Members in attendance: Andrea Abruzzo, Chris Barrett, Heidi Eby, Julie Neal, Maryellen Sheehan, Brian Shiflett

Non-Voting Members in attendance: Joseph McFarland

Members not in attendance: Hank Donahue, Jayanth Franklin, Bruce Hancock

Staff/Public in attendance: Stacy Winslow, Dan Tredinnick, Mike Frentz, Jason Reifsnyder, Brian Kreider, Ray Faidley, Jennifer Mysel, Mike Knause

Solicitor in Attendance: Kim Smith

Media in Attendance: Jenna Faust – *The Sun*

1.3 Flag Salute

1.4 Approval of Board of Directors Agenda

Minutes: Following a motion by Mr. Shiflett and a second by Mrs. Eby the Board Agenda for the evening's meeting was approved.

2. INFORMATIONAL AND PROPOSALS

2.1 Presentation - Bond Refinancing Series 2008 and 2011

Minutes: Mr. Brad Remig for PFM provided the Board with an update with regard to Bond Refinancing Series 2008 and 2011.

2.2 Announcement of Executive Session

Minutes: The Board met in Executive Session prior to the meeting to discuss matters of personnel and purchase or lease of real estate.

2.3 Recognition of Citizens (Agenda Items)

Minutes: The following citizens were recognized by the Board:
None

2.4 Standing Committee Meeting Reports

Minutes: Mrs. Eby provided the following updates with regard to the Communications and Community Engagement Standing Committee Meeting:

- Upcoming Events/Athletics Calendar
- Mobile App
- Community Engagement Inventory
- Review of Web Stats for 2014-2015
- High Speed Messaging System

2.5 Student Representatives' Report

Minutes: The student representatives provided the Board with the following updates:

- Recent events
- Upcoming events

2.6 Finance/Budget Update

Minutes: Mr. Frentz provided the Board with a finance/budget update.

2.7 Anticipated Agenda Items for the Next Board of Directors Meeting

1. Presentation - District Data Overview (Dr. Winslow)
2. TIF Update (Chris Brown)
3. Approval of September 21, 2015 Board of Directors Summary Minutes
4. Requests for the Use of Facilities
5. Personnel
6. Staff Development

Minutes: The anticipated agenda items for the October 13, 2015 meeting of the Derry Township Board of School Directors were reviewed.

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

Minutes: Following a motion by Mrs. Neal and a second by Mr. Shiflett the consent agenda items were approved.

Vote Results

Aye	6	Andrea Abruzzo, Chris Barrett, Heidi Eby, Julie Neal, Maryellen Sheehan, Brian Shiflett
No	0	
Abstain	0	
Not Cast	3	Hank Donahue, Jayanth Franklin, Bruce Hancock

MOTION CARRIED

4.1 Approval of September 8, 2015 - Summary Board of Directors Meeting

4.2 Approval of August 2015 Finance Report

1. The Treasurer's Report for the month ending August 31, 2015 was summarized as follows:

General Fund Revenue	\$11,010,175
General Fund Expenditures	4,532,331
Balance of Cash Plus Investments (Included Capital Reserve)	21,488,287

2. The listed schedule of investment transactions for the period beginning August 1, 2015 through August 31, 2015, had total interest earnings of \$521 comprised of the following:

Money Market	430
Capital Reserve	91

The average interest rate for August 2015 was .03%

3. The August 2015 expenditures for the paid bills for all funds totaled \$1,468,545 excluding net payroll, retirement contributions, and debt service.

4. The September 2015 expenditures for the unpaid bills for all funds totaled \$830,679

5. Estimated expenditures of the General Fund for the month of September 2015 were in the following amounts:

Operating Expenses	1,000,000
Utilities	108,000
Net Payroll (2 pays)	1,285,000
Employer Provided Insurance	367,100
Payroll Deductions	633,000
Employer Payroll Taxes (FICA/RET)	1,687,000
Debt Service	1,227,300
Total Estimated Expenditures	\$6,307,400

4.3 Requests for Payments

The Administration recommended the Board approve the following payments from the Capital Projects Fund – Expenditures are part of the 5-Year Capital Plan:

Vendor	Amount	Project
Johnstone Supply	292.02	A/C and Heat in Lower Level DO.
United Refrigeration	1,665.44	A/C and Heat in Lower Level DO.
Schaedler Yesco	394.92	Library Smart Classroom & Learning Commons Renovation
Ronin Consulting	800.00	VMWare Host Upgrade
Omega Systems	5,238.15	MS - Wifi Replacement

Bitner Electric	9,387.00	Propane Filling Station - Transportation
Lowe's Company	264.21	A/C and Heat in Lower Level DO.
Harrisburg Glass	12,455.00	Library Smart Classroom & Learning Commons Renovation
Hondru Chevrolet	27,995.69	Replace Ford Truck
Sweetwater Sound	964.96	MS Auditorium Sound Booth
TOTAL	59,457.39	

4.4 Approval of Overnight Field Trip/Excursion - High School Varsity Cross Country Team - Lehigh University

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

Group: Hershey High School Varsity Cross Country Team
Number of Participating Students: 16
Grade Level: 9-12
Destination: Lehigh University
Purpose: Paul Short Cross Country Invitational
Depart: October 1, 2015
Return: October 2, 2015
Trip Leaders: Al Fricke, Mike Gustantino, Rob Sterner, Emily Bancroft

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

4.5 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 Basketball Association**
Date/Time: September 29, 2015
October 13, 27, 2015
November 10, 24, 2015
December 8, 22, 2015
January 5, 2016
February 2, 2016
March 1, 2016
7:00 p.m. - 9:00 p.m.
Requested Facility: Middle School LGI
Event: Board Meetings
Fee: None

***Group:* Girl Scout Brownie Troop #11022**
Date/Time: First and Third Tuesdays
October 1, 2015 through June 10, 2016
3:30 p.m. - 5:00 p.m.

Requested Facility: Primary Elementary School Cafeteria

Event: Brownie Scout Meetings

Fee: None

Group: **Disabled American Veterans, Hershey PA Chapter**

Date/Time: Second Tuesdays

October 13, 2015 through May 10, 2016

7:00 p.m. - 8:30 p.m.

Requested Facility: High School Library Conference Room

Event: Meetings

Fee: None

4.6 Announcement of Staff Development Conference

Staff Member: Mike Gustantino

Conference: Brooks Running, Incorporation Inspiring Coaches and PR Invite Weekend

Location: Seattle, Washington

Dates: June 18-20, 2015 (retroactive)

Expenses: \$500.00

4.7 Announcement of School Board Development Conference

Board of Directors: Heidi Eby, Jay Franklin, Julie Neal, Brian Shiflett

Conference: PASA - Pennsylvania School Board School Leadership Conference

Location: Hershey Lodge & Convention Center
Hershey, PA

Dates: October 14-16, 2015

Expenses: \$381.60 (each)

5. NEW BUSINESS

5.1 Casting of Votes for Pennsylvania School Board Association Officers

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

PSBA 2016 Slate of Candidates:

President-Elect:

- Mark B. Miller
- Mary Birks

Vice President:

- John Love
- Robert Schwartz
- Michael Faccinnetto

Minutes: The Board cast their vote for Mark B. Miller for PSBA President Elect. The Board cast their vote for Michael Faccinnetto for PSBA Vice President.

5.2 Approval of Athletic Hall of Fame Amended By-Laws

The Administration recommended the adoption of the Derry Township School District Athletic Hall of Fame Amended By-Laws.

Minutes: Following a motion by Mr. Shiflett and a second by Mrs. Abruzzo the amended Athletic Hall Of Fame By-Laws were approved.

Vote Results

Aye 6 Andrea Abruzzo, Chris Barrett, Heidi Eby, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 0

Abstain 0

Not Cast 3 Hank Donahue, Jayanth Franklin, Bruce Hancock

MOTION CARRIED

5.3 Approval of Annual Service Fee for One Call Now

The Administration recommended the approval of the annual service fee with One Call Now High Speed Messaging.

Minutes: Following a motion by Mr. Barrett and a second by Mrs. Eby the annual service fee for One Call Now was approved.

Vote Results

Aye 6 Andrea Abruzzo, Chris Barrett, Heidi Eby, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 0

Abstain 0

Not Cast 3 Hank Donahue, Jayanth Franklin, Bruce Hancock

MOTION CARRIED

5.4 Approval of Employee Assistance Program Agreement - Mazzitti and Sullivan Services

The Administration recommended the approval of the Employee Assistance Program Agreement with Mazzitti and Sullivan commencing September 1, 2015 and ending August 31, 2016 at a cost of \$13000.

Minutes: Following a motion by Mr. Barrett and a second by Mr. Shiflett the Employee Assistant Program agreement with Mazzitti and Sullivan Services was approved.

Vote Results

Aye 6 Andrea Abruzzo, Chris Barrett, Heidi Eby, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 0

Abstain 0

Not Cast 3 Hank Donahue, Jayanth Franklin, Bruce Hancock

Cast

MOTION CARRIED

5.5 Weapons Policy Waiver - HEA Scholarship Production

The Administration recommended the approval of a waiver to the Derry Township School District Weapons Policy 218.1 for the HEA Scholarship Production of Rikki-Tikki-Tavi. A toy/replica rifle will be on school grounds during dress rehearsals on October 5-8, 2015 and for performances October 9 and 10, 2015. At no time will the weapon be demonstrated as being fired.

Minutes: Following a motion by Mrs. Neal and a second by Mrs. Eby the Weapons Policy Waiver - HEA Scholarship Production was approved.

Vote Results

Aye 6 Andrea Abruzzo, Chris Barrett, Heidi Eby, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 0

Abstain 0

Not 3 Hank Donahue, Jayanth Franklin, Bruce Hancock

Cast

MOTION CARRIED

5.6 Personnel - Resignation

The Administration recommended the approval of the following resignation:

Classified:

Wood, Alesha

General Food Service Worker

Middle School

Reason: Personal

Effective: 09/14/2015 (retroactive)

Minutes: Following a motion by Mrs. Eby and a second by Mr. Barrett the personnel - resignation item was approved.

5.7 Personnel - General

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

Classified:

Autenreith, Wendy (replacing Danielle Endicott)

Teachers' Aide

High School

Level A: 5.75 hours per day

Salary: \$14.06 per hour

Effective: 09/22/2015

Brown-Yocum, Gina (replacing Amy Bagg)

Special Education Aide

Early Childhood Center

Level A: 5.75 hours per day

Salary: \$15.64 per hour
Effective: 09/22/2015 (pending receipt of Act 34, 151, and 114 clearances)

Davis, Sarah (replacing Kami Woods)
Cafeteria/Recess Aide
Elementary School
Level A: 3.0 hours per day
Salary: \$13.00 per hour
Effective: 09/22/2015

Wildasin, Kristin *
Temporary Nurse Assistant
High School
From: Level A: 4.5 hours per day
To: Level A: 4.75 hours per day
Salary: \$24.48 per hour
Effective: 09/22/2015

Transfer of Classified Staff:

Agee, Michelle *
From: Secretary - Guidance
High School
To: Secretary to the Principal (replacing Melissa Saylor)
High School
Full-time, 7.5 hours per day
Salary: \$20.28 per hour
Effective: 09/22/2015

Grudi, Denise *
From: Teachers' Aide
Primary Elementary School
To: Special Education Aide
Primary Elementary School
Salary: \$17.76 per hour
Effective: 09/22/2015

Motter, Randy *
From: Bus Driver
District-wide
To: Substitute Bus Driver
District-wide
Salary: \$16.83 per hour
Effective: 09/10/2015 (retroactive)

Olson, David *
From: Cafeteria/Recess Aide
Elementary School

To: Teachers' Aide (replacing Matthew Balsbaugh)
Primary Elementary School
Level A: 5.75 hours per day
Salary: \$16.11 per hour
Effective: 09/22/2015

Smith, Robinson *
From: Substitute Bus Driver
District-wide
To: Bus Driver (replacing Randy Motter)
District-wide
Level A: 5.25 hour per day
Salary: \$16.83 per hour
Effective: 09/22/2015

Limited Service Contracts:

Brittain, Leah *
Grade Level Co-Coordinator - Grade 2
Primary Elementary School
Revised: Salary: \$1,000
Effective: 09/22/2015

Marron, Jennifer *
Mentor to Erin Hankey, Speech and Language Pathologist
Early Childhood Center/Middle School
Salary: \$1,500
Effective: 09/22/2015

Ogle, Brian *
Mentor to Victoria Masse, Mathematics Teacher
Middle School
Salary: \$1,500
Effective: 09/22/2015

Ozimok, Megan *
Grade Level Co-Coordinator - Grade 2
Primary Elementary School
Salary: \$1,000
Effective: 09/22/2015

Peters, Amanda *
Special Education
District-wide
Salary: \$1,000
Effective: 09/22/2015

Stover, Kelly *

Mentor to Kaitlyn Roberts, Science Teacher

Middle School

Salary: \$1,500

Effective: 09/22/2015

2. The Administration recommends the approval of the following request in accordance with District Policy 539:

Cosey, Richard *

Teachers' Aide

Intermediate Elementary School

Uncompensated Leave

Effective: 09/21/2015 through 11/02/2015 (retroactive)

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

Minutes: Following a motion by Mrs. Eby and a second by Mr. Barrett the Personnel - General Items were approved.

Vote Results

Aye 6 Andrea Abruzzo, Chris Barrett, Heidi Eby, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 0

Abstain 0

Not 3 Hank Donahue, Jayanth Franklin, Bruce Hancock

Cast

MOTION CARRIED

6. DELEGATES REPORTS

6.1 Dauphin County Technical School

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

6.2 Dauphin County Tax Collection Association

Minutes: Mrs. Eby attached her report for the Dauphin County Tax Collection Association.

7. SPECIAL REPORTS

7.1 Board Members' Report

Minutes: The following members provided reports to the Board:

- Mr. Shiflett - Back-To-School Nights (Middle School - High School)
- Mr. Barrett - Back-To-School Nights (Middle School - High School)

7.2 Superintendent's Report

Minutes: Mr. McFarland provided the Board with the following updates:

- Recognition of World Language staff

7.3 Board President's Report

Minutes: Mrs. Sheehan provided the Board with the following updates:

- Board Self-Assessment Pilot (PSBA)

8. RECOGNITION OF CITIZENS

Minutes: The following citizens were recognized by the Board:

- Brian Kreider - Granada Gym

9. ADJOURNMENT

Minutes: Following a motion by Mr. Barrett and a second by Mr. Abruzzo the meeting was adjourned at 7:57 p.m.

Michael Frentz
Secretary to the Board
Approved at the October 13, 2015 meeting

Maryellen B. Sheehan
President of the Board of Directors

JWR

DAUPHIN COUNTY TECHNICAL SCHOOL

Delegate Report
September 2015



The Dauphin County Technical School Joint Operating Committee (JOC) met on September 14, 2015 in executive session, work session and regular session. Brian Shiflett and Julie Neal attended all meetings.

Carol Karl, JOC representative from Susquehanna Township SD, recently resigned from her board. Replacing her as JOC delegate is John Dietrich.

Dr. Grimm and Maria Zaharick, Business Administrator, provided an update on the Dental Assistant program. Multiple bids for floor trenching and plumbing were received, but each was above the architect's estimate. The combined low bid amount is \$108,600 versus an estimate of \$76,412. Despite the higher costs, the overall project is still within budget, and the administration recommended acceptance of the low bids. The administration received one bid for electrical work but recommended its rejection. The administration did not receive any bids for HVAC work. The administration recommends a second solicitation for both the electrical and HVAC work, noting that if no HVAC bids are received, it is likely that the administration will recommend that the work be done in-house, which will result in cost savings.

The JOC approved all Dental Assistant program bid actions as recommended by the administration. The second round of bidding is scheduled such that the JOC can act on them at the October 14 meeting. The JOC also approved the solicitation of bids for program equipment. Occupancy of the renovated space is still expected around December 21. DCTS plans to hire an instructor at the beginning of 2016, who will prepare the curriculum in anticipation of program commencement at the beginning of the 2016-17 school year.

The school's independent auditor, Trout, Ebersole & Groff LLP, completed their audit work on September 13. DCTS ended the 2014-15 year with a \$1,094,410 operating surplus, with half of that amount contributed by positive revenue variances and half from expense savings. As determined by a Joint Board resolution in April, the surplus was transferred to the Capital Reserve Fund. Derry Township received \$82,415 from DCTS resulting from debt service contributions in 2014-15 by tuition districts.

In other business, the JOC conducted a second read and approved revised Policy 132, Alternative Education, and revised Policy 249, Bullying.

The JOC approved MOU's with both the teachers and the support professionals associations implementing Section 125 flexible spending accounts, replacing the PSEA-sponsored plan which no longer exists.

The JOC approved convening the ad hoc *Planning for the Future* Committee for the 2015-16 school year.

The next JOC meeting will be held Wednesday, October 14, 2015, 7:00 p.m. The JOC is now meeting in the DC Tech auditorium. JOC meeting agenda are on BoardDocs (www.boarddocs.com/pa/daup/Board.nsf).

Respectfully submitted,

Brian Shiflett

Dauphin County Tax Collection Committee – 09/16/2015

- 30 delegates out of 52 present = quorum.
- Approved Summary Reports of March 2015 and May 2015 meeting.
- Approved Financial Reports ending April 30, 2015 and August 31, 2015.
- Tax Collection Matters: Keystone Collection Group
 - Presented 3rd quarter review
 - 5% above collections at this point last year.
 - New weekly report for ACH disbursements breakdown started in July.
 - Delinquent collection: 3000 additional notices were sent out county-wide in July. Over \$1,000,000 has been recovered in delinquent collections county-wide so far.
 - Failure to File: Notices also sent out in July.
 - Yellow Book Audit – clean (members rec'd electronically)
 - SOC Audit – clean (members will be receiving electronically shortly)
- Next meeting November 18, 2015.

Respectfully Submitted by

Heidi Eby