



Derry Township School District Board of Directors Meeting October 13, 2015 Summary Minutes - VI

1. OPENING ITEMS

1.1 Call to Order

Minutes: The October 13, 2015 meeting of the Derry Township Board of School Directors was called to order by Mrs. Sheehan at 7:05 p.m.

1.2 Roll Call

Members in attendance: Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

Non-Voting Members in attendance: Joseph McFarland

Staff/Public in attendance: Mike Frentz, Dan Tredinnick, Stacy Winslow, Jason Reifsnyder, Maria Memmi, Patty Shenk, Kim O'Connell, Denise Price, Ruth Gundermann, Brian Kreider, Tom McClough, James McClough, David Buffington, Kathleen Parsons, Sandy Cappelli, Richard Cappelli, Michael Minto, Brian O'Neill, Greg Poland, Lee Vasiliades, Janet Soulliard, Bill Woodring, Judith Woodring, Karen Govern, Scott Govern, Rich Gamble, Kari Truitt, Alton Perry, Michael Fediash, Ty Eby

Solicitor in Attendance: Kim Smith

Media in Attendance: Monica Von Dobeneck - *PennLive*

1.3 Flag Salute

1.4 Approval of Board of Directors Agenda

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

2. INFORMATIONAL AND PROPOSALS

2.1 Presentation - District Data Overview (Dr. Winslow)

Minutes: Dr. Winslow provided the Board with an overview of the 2015 District Assessment Data.

2.2 Announcement of Executive Session

Minutes: The Board met in Executive Session on October 1, 2015 to discuss matters of personnel and purchase or lease of real estate.

The Board met in Executive Session prior to this meeting to discuss matters of personnel.

The Board also met in Executive Session after this meeting to discuss matters of personnel.

2.3 Recognition of Citizens (Agenda Items)

Minutes: The following citizens were recognized by the Board:

- Brian O'Neill - Granada Gym
- Richard Gamble - Granada Gym
- Brian Kreider - Granada Gym
- Kathleen Parsons - Granada Gym
- Gordie Gator - Granada Gym
- Andy Andrews - Granada Gym

2.4 Standing Committee Meeting Reports

Minutes:

- Mr. Shiflett provided the following updates with regard to the Curriculum Standing Committee Meeting:
 - Summer Curriculum Work
 - COCOA Course Update
 - Website Curriculum
 - HS-FCS 9th Grade Culinary Arts
- Mr. Shiflett provided the following updates with regard to the General Services Standing Committee Meeting:
 - Capital Plan Review
 - Elementary School Roof Update
 - Commercial Advertising - Market Street Sports Proposal
 - District Security Cameras
 - Computer Recycling

2.5 Student Representatives' Report

Minutes: No Report

2.6 Community Correspondence Report

Minutes: Mr. Tredinnick informed the Board that there were a total of seven submissions during the month of September.

2.7 Finance/Budget Update

Minutes: Mr. Frentz provided the Board with 2016 - 2017 budget calendar.

2.8 Anticipated Agenda Items for the Next Board of Directors Meeting
The Anticipated Agenda Items for the October 26, 2015 Public Board of Directors Meeting were listed:

1. Presentation - Finance (Mr. Frentz)
2. Approval of October 13, 2015 Board of Directors Summary Minutes
3. Approval of September 2015 Finance Report
4. Student Recognition
5. TIF Presentation (Chris Brown)
6. Approval of School Based Outpatient Therapy
7. Ben and Tim Scholarship Transfer
8. Granada Avenue Property - Room One
9. Requests for the Use of Facilities
10. Personnel
11. Staff Development

Minutes: The anticipated agenda items for the October 26, 2015 meeting of the Derry Township Board of School Directors were reviewed.

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

Minutes: Following a motion by Mr. Franklin and a second by Mr. Barrett the consent agenda items were approved.

Vote Results

| | | |
|-----------------|---|--|
| Aye | 9 | Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett |
| No | 0 | |
| Abstain | 0 | |
| Not Cast | 0 | |

MOTION CARRIED:

4.1 Approval of September 21, 2015 - Summary Board of Directors Meeting Minutes - V

4.2 Approval of High School Clubs with Activity Funds

The Administration recommended the addition of the listed Hershey High School clubs including a student activity fund. No Limited Service Contract is associated with the clubs:

- Hershey Equal Rights Club
- Trojan Tech Lab Club
- Car Club
- Sitcom Club

4.3 Approval of High School Clubs without Activity Funds

The Administration recommended the addition of the listed Hershey High School clubs not including a student activity fund. No Limited Service Contract is associated with the clubs:

- Cinema Club
- Disney Movie Analysis Club
- Engineering Club

4.4 Approval Overnight Field Trip/Excursion - High School Choirs

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

| | |
|--|---|
| <i>Group:</i> | High School Choirs |
| <i>Number of Participating Students:</i> | 50 (estimate) |
| <i>Grade Level:</i> | 9-12 |
| <i>Destination:</i> | Succasunna, NJ New York City |
| <i>Purpose:</i> | Roxbury High School Choral Adjudication Attend Broadway Show |
| <i>Depart:</i> | March 18, 2016 |
| <i>Return:</i> | March 20, 2016 |
| <i>Trip Leader:</i> | Joe Farrell |

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

4.5 Approval of Policies

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

000 Introduction
002 Authority and Powers
004 Membership
113.3 Screening and Evaluations or Students with Disabilities
116 Tutorial Instructions
127 Assessment Systems
137 Home Education Programs
138 English as a Second Language/Bilingual Education Program
212 Reporting of Student Progress
314 Physical Examinations
609 Investment of District Funds
804 School Day
806 Child-Student Abuse
818 Contract Services
918 Title I Parent Involvement

4.6 Approval of Policies (New Policies)

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

006.1 Attendance at Meetings Via Electronic Communications

103.1 Nondiscrimination- Qualified Students with Disabilities

4.7 Requests for the Use of School Facilities

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

Group: **Girl Scouts Brownie Troop #11292**

Date/Time: Second and Fourth Thursday
October 22, 2015 - May 26, 2016
3:30 p.m. - 5:00 p.m.

Requested Facility: Intermediate Elementary School Cafeteria

Event: Meetings

Fee: None

Group: **Girl Scouts Daisy Troop**

Date/Time: Second and Fourth Tuesdays
October 26, 2015 - May 25, 2016
3:30 p.m. - 5:00 p.m.
Exception: December 8 instead of December 14, 2015

Requested Facility: ECC Cafeteria

Event: Meetings

Fee: None

Group: **Hershey Youth Basketball**

Facility/Date/Time: **ECC Gym**
Monday through Thursday
November 2-30, 2015
6:00 p.m. - 9:00 p.m.

Monday through Friday
December 1, 2015 - March 11, 2016
6:00 p.m. - 9:00 p.m.

Saturday
December 5, 2015 - March 12, 2016
(excluding February 20, 2016)
9:00 a.m. - 6:00 p.m.

Sunday
December 6, 2015 - March 13, 2016
(excluding February 21, 2016)
1:00 p.m. - 6:00 p.m.

Primary Elementary Gym

Monday through Thursday
November 2 - 30, 2015
6:00 p.m. - 9:00 p.m.

Monday through Friday
December 1, 2015 - March 11, 2016
6:00 p.m. - 9:00 p.m.

Saturday
December 5, 2015 - March 12, 2016
9:00 a.m. - 6:00 p.m.

Sunday
December 6, 2015 - March 13, 2016
1:00 p.m. - 6:00 p.m.

Middle School Gym

Monday through Thursday
November 2 - 30, 2015
6:00 p.m. - 9:00 p.m.

Monday Through Friday
December 1, 2015 - March 11, 2016
(excluding December 15, 2015)
6:00 p.m. - 9:00 p.m.

Saturday
December 5, 2015 - March 12, 2016
(excluding February 20, 2016)
9:00 a.m. - 6:00 p.m.

Sunday
December 6, 2015 - March 13, 2016
(excluding February 21, 2016)
1:00 p.m. - 6:00 p.m.

High School Gym

Sunday
November 29, 2015 - March 6, 2016
(excluding December 20, 2015; February 7, 2016; February 21,
2016; March 6, 2016)
1:00 p.m. - 6:00 p.m.

Event: Practices and Games
Fee: Custodian: \$41.64 per hour

Group: DTSD - Act 48 Professional Development Activity

Date/Time/Location: November 7, 2015
8:30 a.m. - 1:00 p.m.
Middle School LGI
December 5, 2015
January 9, 2016
February 6, 2016
March 19, 2016
8:30 a.m. - 1:00 p.m.
High School Library

Event: Teaching with Comprehensible Input: The Why, What & How
(This event is open to outside School Districts as well)

Fee: None

Group: Boys' Basketball Boosters

Date/Time: February 20 and 21, 2016
7:00 a.m. - 10:00 p.m.

Requested Facility: ECC Gym, Gym Lobby
Middle School Gym, Gym Lobby
High School Gym, Gym Lobby

Event: Hershey Chocolatetown Youth Basketball Tournament

Fee: Custodian: \$41.64 per hour

Group: National Multiple Sclerosis Society

Date/Time: April 23, 2016
9:00 a.m. - Noon
April 24, 2016
9:00 a.m. - 4:00 p.m.

Requested Facility: Middle School Cafeteria, Front Entrance Hallway, Front Parking
Lots, Use of other School Lots

Event: Walk MS 2016

Fee: Custodian: \$41.64 per hour

Group: Ben & Tim Day, Inc.

Date/Time: August 26, 2016
3:00 p.m. - 8:00 p.m.
Requested Facility: High School Cafeteria, Restrooms
Event: Registration, Spaghetti Dinner

August 27, 2016
6:00 a.m. - Noon
High School Parking Lot, Restrooms

Fee: None

4.8 Requests for the Use of School Facilities with Waiver

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

Group: **WHTM - TV**
Date/Time: November 11, 2015
6:30 p.m. - 8:00 p.m.
Requested Facility: Middle School Auditorium
Event: Live Weathercast, Weather Forum
Request Waiver of Fees: Custodian: \$41.64 per hour (if needed)
Auditorium: \$80.00 per hour
(See attached Letter)

Group: **Kicks 4 Kids 2016 Hershey Invitational**
Date/Time: June 17, 2016
10:00 a.m. (start set-up)
June 18 - 19, 2016
7:00 a.m. - 7:00 p.m.
Requested Facility: Football Turf/Track Field, 2 Fields behind Middle School,
Cinder Track Field
If available 322 Turf Field, HS Parking Lot, MS
Parking
Lot
Event: 2016 Hershey Invitational Charity Soccer Tournament
Fees: Turf Manager: \$30.00 per hour/per turf field
Custodian: \$41.64 per hour
Request Waiver of Turf Field: \$1,200
Facility Fees: 322 Turf Field: \$1,200 (if needed)
Grass Fields: \$3,950
(See attached Letter)

4.9 Announcement of Staff Development Conference

Staff Member: Kara DeVivo

Conference: Lindamood-Bell

Location: Visualizing and Verbalizing
Pittsburgh, PA
Dates: October 28-29, 2015
Expenses: \$1,154.00

5. NEW BUSINESS

5.1 Approval of Citizen Advisors

The Board of Directors recommended the approval of the following Community Members to serve as Citizen Advisors. The term will expire June 30, 2017.

Athletics & Activities Standing Committee:

- Jude Matthew Maydwell
- Robert Neil Brockman

Communications & Community Engagement Standing Committee:

- Trisha Renee Harsh
- Lisa Neuhauser

Curriculum Council:

- Martha Jean Strickland
- John M. Abel

General Services Standing Committee:

- Heather Smedley
- Achim Welter

Policy Standing Committee:

- Beth Ann Olmsted
- Lewis C. Shaw

Minutes: Following a motion by Mr. Franklin and a second by Mrs. Abruzzo the Citizen Advisors were approved.

Vote Results

| | | |
|----------------|---|--|
| Aye | 9 | Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett |
| No | 0 | |
| Abstain | 0 | |
| Not | 0 | |

Cast

MOTION CARRIED

5.2 Amendment to Joint Management Agreement

The Administration recommended the Board approve the Amendment to the Granada Gymnasium Facility Joint Management and Use Agreement with the Township of Derry.

Minutes: Following a motion by Mrs. Neal and a second by Mr. Shiflett the Amendment to the Joint Management and Use Agreement with the Township of Derry was approved.

Vote Results

| | | |
|----------------|---|---|
| Aye | 7 | Andrea Abruzzo, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett |
| No | 1 | Hank Donahue |
| Abstain | 1 | Chris Barrett |

Not 0

Cast

MOTION CARRIED

5.3 Facilities Management Agreement - Granada Avenue Gym

The Administration recommended the Board approve the Facilities Management Agreement for the Granada Avenue Gym with the Township of Derry and Power Train Hershey, LLC.

Minutes: Following a motion by Mrs. Eby and a second by Mr. Shiflett the facilities Management Agreement for the Granada Avenue Gym with Township of Derry and Power Train Hershey, LLC was approved.

Vote Results

Aye 7 Andrea Abruzzo, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 1 Hank Donahue

Abstain 1 Chris Barrett

Not 0

Cast

MOTION CARRIED

5.4 Booster Club Policy 915 Waiver - Payroll Taxes

The Administration recommended the Board approve the waiver of all payroll taxes charged to the High School Soccer Boosters, Hershey Little League, and Hershey Youth Field Hockey from July 2015 to September 2015.

Minutes: Following a motion by Mr. Barrett and a second by Mr. Shiflett the Booster Club Policy 915 Waiver - Payroll Taxes was approved.

Vote Results

| | | |
|----------------|---|--|
| Aye | 9 | Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett |
| No | 0 | |
| Abstain | 0 | |
| Not | 0 | |
| Cast | | |

MOTION CARRIED

5.5 Personnel - Resignations

The Administration recommends the approval of the following resignations:

Act 93:

McKonly, Michael

Interim Athletic Director

Reason: Retirement

Effective: 11/25/2015

Classified:

McCoy, Sarann

General Food Service Worker
Middle School
Reason: Personal
Effective: 10/02/2015 (retroactive)

Naccarato, Gina
Custodian
Elementary School
Reason: Personal
Effective: 10/02/2015 (retroactive)

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

5.6 Personnel - General

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

Act 93:

Govern, Scott (replacing John Confer)
Athletic Director
High School
Salary: \$97,500 (pro-rated)
Effective: To Be Determined (pending receipt of Act 34, 151, and 114 certifications)

Classified:

Gill, Heather
Substitute Nurse Assistant
District-wide
Salary: \$24.48 per hour
Effective: 10/14/2015 (pending receipt of Act 126 certification)

Houck, Kathryn (replacing Anastasia Morris)
Teachers' Aide
High School
Level A: 5.75 hours per day
Salary: \$14.06 per hour
Effective: 10/14/2015

Huzinec, Ann
Substitute Nurse Assistant
District-wide
Salary: \$24.48 per hour
Effective: 10/14/2015 (pending receipt of Act 151 and 114 certifications)

Lehman, Rachel (replacing Jennifer Boyer)
Cafeteria/Recess Aide
Elementary School

Level A: 3.0 hours per day
Salary: \$13.00 per hour
Effective: 10/19/2015

McCurdy, Cynthia

Substitute Cafeteria/Recess Aide
Elementary School
Salary: \$11.33 per hour
Effective: 10/14/2015 (pending receipt of Act 34 certification)

Schauble, Ashlie

Substitute Cafeteria/Recess Aide
Elementary School
Salary: \$11.33 per hour
Effective: 10/14/2015 (pending receipt Act 34, 151, and 126 certifications)

Smith, Thomas (previously contracted with IU)

Teachers' Aide
Middle School
Level A: 5.75 hours per day
Salary: \$14.06 per hour
Effective: 10/14/2015 (pending receipt of Act 34, 151, and 126 certifications)

Whitsel, Christine (replacing Viki Price)

Special Education Aide
Middle School
Level A: 5.75 hours per day
Salary: \$15.64 per hour
Effective: 10/14/2015 (pending receipt of Act 126 certification)

Limited Service Contracts:

Bechtel, Bradley

Head Wrestling Coach
Middle School
Group D, Step 8
Salary: \$3,948
Effective: 11/16/2015 (pending receipt of Act 126 certification)

Gerfin, Frederick

Assistant Girls' Basketball Coach
High School
Group D, Step 15
Salary: \$5,263
Effective: 11/16/2015

Orris, Joshua

Assistant Girls' Basketball Coach
High School
Group D, Step 3
Salary: \$3,009
Effective: 11/16/2015 (pending receipt of Act 126 and 168 certifications)

Schuyler, Chad
Assistant Boys' Basketball Coach
High School
Group D, Step 10
Salary: \$4,325
Effective: 11/16/2015

Shirk, Lynn *
In-house District Mentor to Meghan Huff, HS Spanish Teacher LTS
High School
Salary: \$500
Effective: 10/14/2015

Streck, Danielle
Assistant Girls' Basketball Coach
High School
Group D, Step 2
Salary: \$2,821
Effective: 11/16/2015 (pending receipt of Act 126 certification)

2. The Administration recommended the approval of the Limited Service Contract List of Winter Coaches for the 2015-2016 school year as attached.

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

Minutes:

Following a motion by Mrs. Eby and a second by Mrs. Neal the Personnel - General Items were approved.

Vote Results

Aye 9 Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan. Brian Shiflett

No 0

Abstain 0

Not 0

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 Capital Area Intermediate Unit

Minutes: Mrs. Sheehan attached her report for the Capital Area Intermediate Unit.

6.3 Derry Township Tax Association

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

7. SPECIAL REPORTS

7.1 Board Members' Report

Minutes: The following member provided a report to the Board:

- Mr. Hancock - TIFF project updates, HEA Scholarship Play

7.2 Superintendent's Report

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

- DCTS Open House
- Power Pack Program
- Recognition of Staff

7.3 Board President's Report

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

- Youth Alliance Family Night

8. RECOGNITION OF CITIZENS

Minutes: The following citizens were recognized by the Board:

- Richard Gamble - Granada Gym
- Brian O'Neill - Granada Gym

9. ADJOURNMENT

Minutes: Following a motion by Mr. Abruzzo and a second by Mrs. Neal the meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Michael Frentz

Secretary to the Board
Approved at the October 26, 2015 meeting

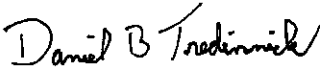
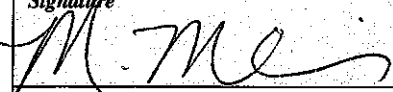

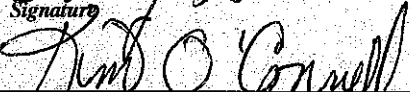
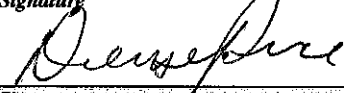






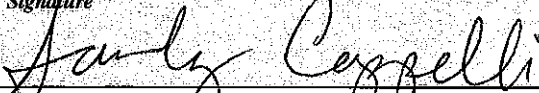

Maryellen B. Sheehan
President of the Board of Directors

JWR

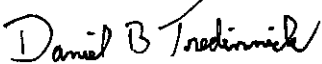
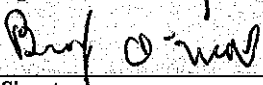

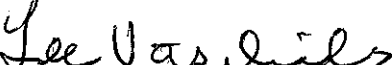
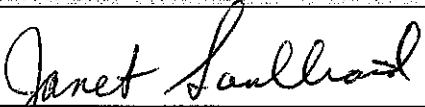

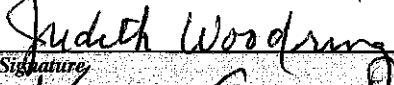

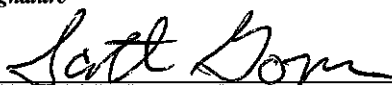
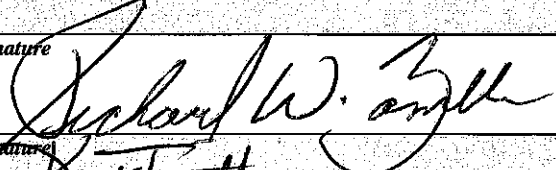
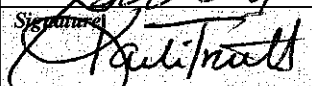
Derry Township School District

School Board Meeting

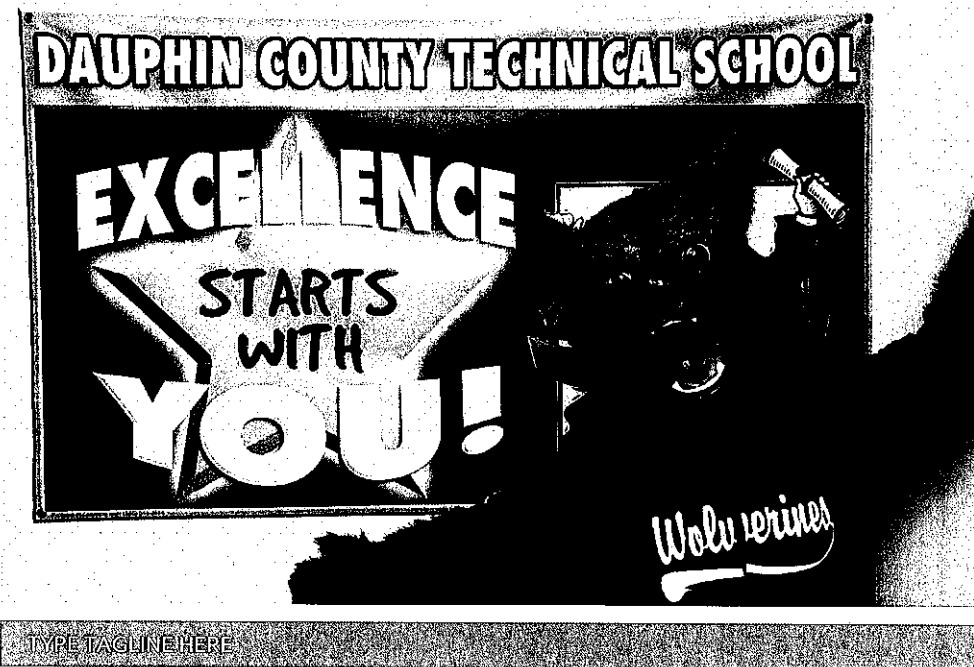
October 13, 2015

| Signature | Printed Name |
|---|--------------------|
|  | Dan Tredinnick |
|  | Maria Memmi |
|  | Patty Sherk |
|  | Kim O'Connell |
|  | Doaise Price |
|  | Ruth Gaudermann |
|  | Brian Kreider |
|  | Tom McClay |
|  | James McClay |
|  | David Butington |
|  | Kathleen O'Parsons |
|  | Judy Cappelli |
|  | Michael M. A. |

Derry Township School District
School Board Meeting
October 13, 2015

| | |
|--|---------------------------------|
| Signature  | Printed Name Dan Tredinnick |
| Signature  | Printed Name BRIAN J O'NEILL |
| Signature  | Printed Name Greg Poland |
| Signature  | Printed Name Lee VASILIADIS |
| Signature  | Printed Name Janet Soullard |
| Signature  | Printed Name Bill Woodring |
| Signature  | Printed Name Judith Woodring |
| Signature  | Printed Name Karen Govern |
| Signature  | Printed Name Scott Goucn |
| Signature  | Printed Name Rich Gamble |
| Signature  | Printed Name Karli Truitt |

[illegible]



DCTS

Welcome Back

September 2015

IN THIS ISSUE

2015/2016 School Year has Begun

by Meya Richmond and Sophia Rowe, JOC Student Representatives

The 2015/2016 school year started on August 31. It is already looking to be a great year. The freshmen are rotating through all of the career and technical programs to find which program they would like to select. They will be placed at the end of the first quarter.

The first R&K sub fundraiser has been a success for the school. We are looking forward to many more fundraisers to help our school benefits from such profits. Student Ambassadors are visiting the middle schools with Mrs. Noll, giving presentations to educate students about DCTS and the programs we offer. There are 12 seniors participating in cooperative education. Many students are also enrolled in dual enrollment.

The Dental Assistant Program is off to a good start. Construction is scheduled to begin in the near future and will provide this program with the necessary equipment for students to learn the skills needed in this profession. The Dental Assistant Program will be an

option for all freshmen in the 2016/2017 school year.

Clubs will be starting on Friday, October 9. Students are encouraged to select four clubs that they want to participate in. Some club options include Bowling, Running, Martial Arts and Wolverine Council. Clubs will continue until the end of the school year.

The Joint Operating Meetings have started. The first official meeting as JOC Student Representatives was held on September 16. The meeting was called into session at 7:00 p.m. The meetings are held monthly throughout the school year. Please check the DCTS website under the subheading JOC for more information. We are both enthused to be a part of this committee for our school and sending school districts.

Building Construction Cares traveled to Crisfield, Maryland on October 4 and will return on October 10. All students within the building were eligible to submit an application. Many people were affected

by Hurricane Sandy, and our school, teachers and students are doing their part to help in the recovery.

There are many colleges planning to visit DCTS. Some of the colleges visiting are Point Park University, Penn State University, Shippensburg University, and Kutztown University to name a few. Students have signed up through the Guidance Office to see these presentations.

We hope you are as excited as we are for the 2015/2016 school year!



JOC Student Representatives

Meya Richmond and Sophia Rowe are the 2015/2016 Joint Operating Committee Student Representatives. They attend the monthly JOC meetings and serve as a communication link between the students, school and the JOC.

Meya is a senior in Criminal Justice/Police Science. Her favorite color is blue and she enjoys track and field and volleyball. Meya is a student ambassador, a member of the National Honor Society, Distinguished Honor Roll, and Honor Roll. Upon graduation, she would like to attend Penn State

University for Criminal Justice and enlist into the National Guard. Meya's dream job is to be a Behavioral Analyst for the FBI.

Sophia is senior in Culinary Arts. Her favorite color is purple and she is a student ambassador, a member of the National Honor

Society, Junior Class Council Treasurer, and Girl Scouts. Upon graduation, Sophia would like to attend the Culinary Institute of America. Her dream job is to own a bakery.

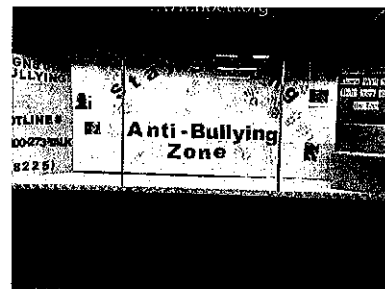
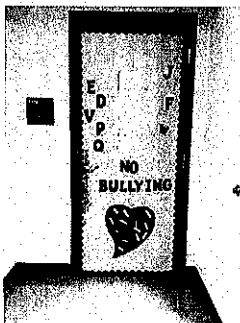
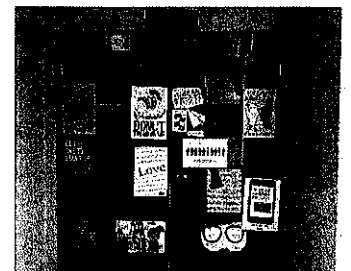
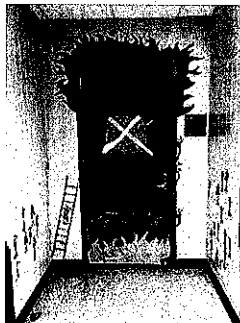
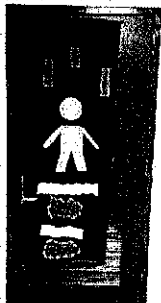
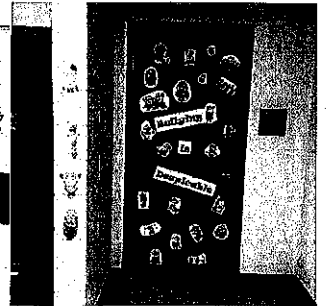
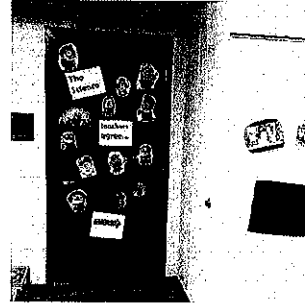
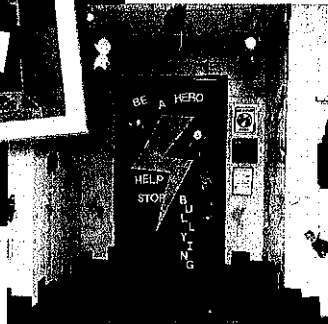


Senator Teplitz Annual Community Day

On August 1, 2015 State Senator Rob Teplitz, representing the 15th Senatorial District, hosted Community Day in Harrisburg. Community Day was held to allow community members to meet Senator Teplitz and his staff. Multiple agencies and businesses were represented at this event. DCTS Director Dr. Peggy Grimm, Mrs. Christine Noll, Mrs. Emilie Tekely, as well as DCTS Senior Mohammad Tanveer attended the event to represent the Dauphin County Technical School.

October: Anti-Bullying Month

The National Honor Society sponsored a door decorating contest from September 28 through October 1. Students were asked to decorate doors with anti-bullying themes, slogans, and images! The winners received a donut party and drinks. Congratulations to Mr. Wonder's Homeroom.



YTI Career Institute Fieldtrip

Students in the Outdoor Power Equipment Program visited YTI Career Institute on September 30. The students toured the facility and listened to a presentation on Planning for the Future by Steve Johnson, Professional Drag Racer. Mr. Johnson also gave the students a tour of his truck and took apart his racing bike.



2015/2016 New Staff



Rachel Chioda, Math Teacher

Rachel received her Bachelor of Science Education in Mathematics from Millersville University in Millersville, PA. She previously worked at JP McCaskey High School.



Andrew Wagner, Automotive Technology Instructor

Andrew received his Associate Degree in Automotive Technology with an emphasis in Toyota from Pennsylvania College of Technology in Williamsport, PA. He previously worked at Manheim Township Ambulance Association as a Fleet Maintenance Mechanic.



Jessica Hoopes, Learning Support Teacher

Jessica received her Bachelor of Science in Elementary Education and Special Education from Millersville University in Millersville, PA and her Master of Arts in Educational Development and Strategies from Wilkes University in Wilkes-Barre, PA. She previously worked at Middletown Area School District.

Announcements

PUBLIC NOTICE FOR CHILD FIND

DCTS is required to identify students who may have disabilities. The required Public Notice for Child Find for DCTS is currently available online. Visit www.dcts.org and select "About US" tab to view the special education page and public notice. If you have difficulty accessing this or have questions, please contact Jan Zeager, Supervisor of Special Education, at (717) 652-3170 x. 7123 or email jzeager@dcts.org.

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.

DCTS OPEN HOUSE

Interested in what DCTS has to offer, or intrigued by what you could learn? Experience DCTS first hand by coming to Open House on Thursday, November 12 from 5:30 p.m. to 8:00 p.m.

PARENT TECHNOLOGY NIGHT

DCTS has several online resources for Parents to stay informed on their son/daughter's education. If you are interested in learning more about PowerSchool, Schoology or Parent Online (Cafeteria Point of Service), please stop by the Parent Technology Lab:

- November 12: 5:30 p.m. to 8:00 p.m.
- December 3: 5:00 p.m. to 8:00 p.m.
- March 4: 12:30 p.m. to 3:30 p.m.

CEAD – CREATIVE EXPRESSIONS AT DCTS

Creative Expressions at DCTS will be hosting Open-Mic Nights throughout the 2015/2016 School Year. Want to play an instrument? No Problem! Want to try reading that poem you wrote? No Problem! You just need to come and experience the fun! Join in, sing along, try something new – just show up!

Culinary Dining Room from 6:00 p.m. to 8:00 p.m.

- November 20
- December 18
- January 29
- February 26
- March 11
- April 8
- May 20

STUDENT PICTURE MAKE UP DAY

The school photographer will be here on Thursday, October 15 for those students who did not have their picture taken in September.

FUNDRAISERS

- Skyzone Fundraiser on October 8 from 5:00 p.m. to 8:00 p.m. in Mechanicsburg (DCTS Theatre)
- Yankee Candle Sale from October 9 to November 20 (Normality Zero)
- Coupon Books from October 9 to December 12 (Normality Zero)
- Kauffman Chicken BBQ on Thursday, October 22 (SkillsUSA)
- All-You-Can-Eat Spaghetti Dinner on Saturday, December 12 (Normality Zero)
- Coffee Sale from November 20 to December 12 (Normality Zero)

SENIOR YEARBOOK PHOTOS

The Senior Casual Yearbook photo deadline is Thursday, October 15.

COMIC BOOK ARTIST

DCTS Theatre proudly presents Comic Book Artist in the Auditorium.

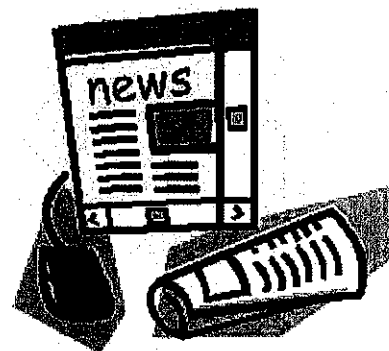
- Friday, November 20: 7:00 p.m.
- Saturday, November 21: 2:00 p.m. & 7:00 p.m.
- Sunday, November 22: 2:00 p.m.

BOOK FAIR

The Annual Fall Book Fair will be held in the Library from November 9 to November 13.

NO SCHOOL

- Monday, October 12 (Columbus Day)
- Wednesday, November 25 to Monday, November 30 (Thanksgiving Holiday)
- Thursday, December 24 to Friday, January 1 (Winter Holiday)
- Monday, January 18 (Martin Luther King Day/In-Service Day)
- Friday, February 12 (Holiday)
- Monday, February 15 (Famous Americans' Day)
- Friday, March 4 (In-Service Day/Parent Conferences)
- Thursday, March 24 to Monday, March 28 (Spring Holiday)
- Tuesday, March 29 (In-Service Day)
- Monday, April 25 (In-Service Day)
- Monday, May 25 (Memorial Day)





CAIU BOARD HIGHLIGHTS

The following actions were taken at the **September 24, 2015** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board announced the following retiree: **Marie Lewis**, PCA, retirement after 16 years of service.
- Alicia McDonald, Director of Student Services, shared an update on Project SEARCH. Six students are participating in this program located at the Hershey Medical Center. Rose Anna Stillwagon, teacher of the Visually Impaired, will be a member of the State Bureau of Special Education Advisory Committee. A culinary arts program is now available to students interested in vocational programming at Loysville YDC. Additional vocational programs, such as automotive, home improvement, and horticulture, are also available for LYDC students.
- Theresa Kinsinger, Director of Organizational Services, shared that fingerprinting for CAIU staff will be available in the near future. The CAIU is not open as a public fingerprinting site. Interviews are taking place for the HR generalist position.
- Mr. Len Kapp, Supervisor of Operations and Transportation shared that routine grounds maintenance is being conducted.
- Brian Griffith, Director of Curriculum Services, shared that Southern Region PASCD is hosting a breakfast with Representative Stan Saylor, Chair of the House Education Committee, to be held at CAIU. Midwestern IU #4 has expressed interest in joining CAOLA. It is anticipated that several districts from that IU will be using the CAIU online program soon.
- David Martin, Director of Technology Services, shared that the technology department is working on a WAN/Internet rebid. As more schools use devices in daily instruction, the daily use of Internet bandwidth has increased. The application developers are working on an updated version of AgendaManager. Two districts are currently completing User Acceptance Testing of the updated application. Also, an updated version of the CAIU website is expected in early November.
- Daren Moran, Business Manager, shared that the independent local auditors will be conducting the CAIU local audit beginning on Monday, September 28. The business office has requested a draw-down on their first line of credit. We may need to request another RAN in October if the budget has not passed by that time.
- Dr. Rhonda Brunner, Assistant Executive Director, shared an update on the CAIU Core Safety initiatives including work with PEMA's new online tool. PDE will present a federal programs update at the CAIU in October. She also shared information about the reauthorization of ESEA and Title I portability.
- Cindy Mortzfeldt, Executive Director, shared that 28 districts are participating in the South Central PA Consortium for Excellence and Equity which has seven sessions planned for this school year. She visited the Project SEARCH classroom and Hill Top Academy. She attended the AESA Call to Action conference and also recently visited the Millersburg School Board meeting.

Executive Session –The Board met in Executive Session to review the details of a personnel issue.

Approved Action Items

- The Board accepted with regret the resignation of Cheryl Capozzoli, Newport School District, effective September 10, 2015.
- Appointment of new Board member, Mr. Ken Ewing, Newport School District, to fill an unexpired term beginning September 24, 2015, and ending June 30, 2018.
- Minutes from the August 27, 2015 CAIU Board Meeting

- Treasurer's Report and Payment of Bills – a total of \$5,416,242.17 in receipts and \$2,951,594.79 in expenditures for August 2015.
- Summary of Operations for the 2014-15 fiscal year showing revenues of \$82,600,954.55 and expenses of \$81,829,619.66
- Summary of Operations for the 2015-16 fiscal year showing revenues of \$2,006,777.63 and expenses of \$5,897,255.69
- Budget Administration – No Budgets this month
- Other Fiscal Matters
 - 2015-16 Special Education Service Contracts for Premier Arts and Science Charter School
- Other Business Items
 - PSBA 2015-16 Officers
- Policies & Programs
 - Second Reading, Existing Position, Revised Description – Technology Application Supervisor
 - Second Reading, Reviewed Policy #008 – Organization Chart
 - Second Reading, Revised Policy #301 – Creating a Position
 - Second Reading, Revised Policy #302.1 – Emeritus Status for Executive Director
 - Second Reading, Revised Policy #308 – Employment Contract/Board Resolution
 - Second Reading, Revised Policy #311 – Suspensions/Furloughs
 - Second Reading, Revised Policy #312 – Evaluation of Executive Director
 - Second Reading, Revised Policy #313 – Evaluation of Employees
 - Second Reading, Revised Policy #314 – Physical Examination
 - Second Reading, Revised Policy #314.1 – HIV Infection
 - Second Reading, Revised Policy #318 – Penalties for Tardiness/Unapproved Absence
 - Second Reading, Revised Policy #319 – Outside Activities
 - Second Reading, Revised Policy #320 – Freedom of Speech in Non-school Settings
 - Second Reading, Revised Policy #323 – Tobacco
 - Second Reading, Revised Policy #324 – Personnel Files
 - Second Reading, Revised Policy #325 – Dress and Grooming
 - First Reading, Revised Policy #222 – Tobacco Use (Pupils)
 - First Reading, Revised Policy #317 – Conduct/Disciplinary Procedures
 - First Reading, Revised Policy #317.1 – Educator Misconduct
 - First Reading, Revised Policy #322 – Gifts
 - First Reading, Revised Policy #326 – Complaint Process
 - First Reading, Revised Policy #328 – Compensation Plans/Salary Schedules
 - First Reading, Revised Policy #330 – Overtime
 - First Reading, Revised Policy #332 – Working Periods
- Personnel Items – see attached report

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice thanked the Board for their attendance.

Information Items

- See AgendaManager at www.caiu.org for additional miscellaneous correspondence

NEXT MEETING: Thursday, October 22, 2015, 8:00 a.m., Board Room, CAIU Enola

DATE SAVER: Immediately following the October Board Meeting, Board members are invited to visit the Preschool class at Willow Mill Preschool Center.

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

A. RESIGNATIONS:

- **SHAUNA HOSEY**, personal care assistant, MDS effective August 16, 2015, following a medical leave of absence in 2014/2015 school year. Reason: Health.
- **HARRY KELSO**, day-to-day substitute teacher, Loysville YDC effective August 20, 2015. Reason: Personal.
- **MARIE LEWIS**, personal care assistant, Autism Support effective September 7, 2015. Reason: Retirement after 16 years of CAIU service.
- **JORDAN MARSHALL**, educational paraprofessional, Autism Support effective September 30, 2015. Reason: Relocation.
- **MARVIN MOSES**, personal care assistant, Autism Support effective September 10, 2015. Reason: Moved out of state.
- **STACEY PARKS**, behavior consultant, Student Services effective September 21, 2015. Reason: Accepted a position with PaTTAN.
- **GINA YOCUM**, part-time personal care assistant, Autism Support effective September 21, 2015. Reason: Accepted a position with Derry Township School District.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **BENJAMIN BERRY**, technical business analyst, Technology Services effective September 8, 2015. Exempt base salary of \$46,000 for 12 months of service will be prorated for a total of 213 days through June 30, 2016. This is a new position funded through the CP Budget.
- **KELLIE BROWN**, accountant, Business effective September 28, 2015. Exempt base salary of \$47,500 for 12 months of service will be prorated for a total of 199 days through June 30, 2016. This is a replacement position funded through the General Operating Budget.
- **SHYAMALA CHANDRASEKARAN**, application developer II, Technology Services effective September 21, 2015. Base salary of \$68,439 for 12 months of service will be prorated for a total of 205 days. This is a new exempt position funded through the Application Development Budget.
- **ASHLEY HEINEMAN**, business support specialist, Business effective September 21, 2015. Exempt base salary of \$53,500 for 12 months of service will be prorated for a total of 205 days through June 30, 2016. This is a new position funded through the General Operating Budget.
- **TODD HOWELL**, educational paraprofessional, Early Intervention effective October 1, 2015. Base salary of HS+30, Step 1, \$18,003 for 189 days of service will be prorated for a total of 144 days through June 30, 2016. This is a replacement position funded through the MAWA Budget.
- **LISA KATISHEN**, educational paraprofessional, Loysville Youth Development Center effective September 9, 2015. Base salary of HS, Step 6, \$21,104 for 189 days of service will be prorated for a total of 170 days through the end of the 2015/2016 school year. This is a new position funded through the LYDC State Budget.
- **RACHEL MOYER**, personal care assistant, Autism Support effective September 28, 2015 pending clearances and Act 168 background checks. Base salary of HS+30,

Step 1, \$18,003 for 189 days of service will be prorated for 162 days with additional new hire days as required. This is a new position funded through the Autism Support Budget.

- **RUTH NAZAY**, personal care assistant, Autism Support effective September 28, 2015 pending clearances and Act 168 background checks. Base salary of HS, Step 1, \$16,642 for 189 days of service will be prorated for 165 days with additional new hire days as required. This is a new position funded through the Autism Support Budget.
- **ANDREA SCHWARTZ**, personal care assistant, Emotional Support effective September 28, 2015 pending clearances and Act 168 background checks. Base salary of HS+30, Step 1, \$18,003 for 189 days of service will be prorated for 161 days with and additional three days to meet new hire requirements. This is a new position funded through the ES Budget.
- **AMY YOUNG**, personal care assistant, Emotional Support effective September 21, 2015. Base salary of HS+30, Step 1, \$18,003 for 189 days of service will be prorated for 161 days with an additional three days to meet new hire requirements. This is a new position funded through the ES Budget.

C. CHANGES OF STATUS:

- **KRISTIN GARDNER**, from full-time to part-time school counselor, ANPS effective the 2015/2016 school year. Base salary of Masters, Step 6, \$51,602 for 189 days of service will be prorated for a total of 140 days. This position is funded through the ANPS/ACT 89 Budget.
- **TODD HOWELL**, rescinded acceptance of educational paraprofessional, Early Intervention (CAIU) to accept a position as a full-time teacher, Emotional Support (CAIU) effective September 24, 2015. Base salary of Masters, Step 3, \$48,056 for 189 days of service will be prorated for a total 163 days with an additional three days to meet new hire requirements. This is a replacement position funded through the ES Budget.
- **RAY JOHNSON**, educational paraprofessional, Intervention Team, placed on paid administrative leave – pending personnel matter – effective August 27, 2015.
- **THOMAS SMITH**, part-time personal care assistant, Emotional Support change of status to inactive due to job abandonment. Employee did not report to work at the start of the 2015/2016 school year.
- **CATHY WRIGHT-DANIELS**, personal care assistant, Autism Support, from active to in-active status due to work-related injury effective September 4, 2015.

D. CHANGES OF SALARY:

- **BRANDON BARNHART**, social worker, Pupil Services, change of salary for completion of Masters +30 credits. Salary will be based on Masters +30, Step 5, \$52,995 for 189 days of service.
- **MATTHEW CORDIER**, vocational teacher, Culinary Arts, Loysville YDC, change of salary based on start date of August 27, 2015. Base salary of Bachelors, Step 1, \$43,322 for 189 days of service will be prorated for a total of 177 days.
- **KRISTEN DIECK**, from part-time to full-time ESL teacher, Curriculum Services effective August 31, 2015. Base salary of Bachelors, Step 4, \$46,080 for 189 days of service will be prorated for a total of 179 days. This position is funded through the ESL Budget.



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Executive Director's Report September 24, 2015

NEWS

South Central PA Consortium for Excellence and Equity

The CAIU will operate, in partnership with the Penn Center for Educational Leadership at the University of Pennsylvania under the direction of Dr. Robert Jarvis, the South Central PA Consortium for Excellence & Equity. This consortium is driven by a mission to positively transform the lives of each and every one of our students by preparing them for success in post-secondary education and in life – especially our diverse children and youth who have traditionally struggled academically in our schools, or who might likely be the first in their family to attend and graduate from college. There are twenty-eight entities from IUs 13 and 15 area participating in this consortium. Seven workshops will be offered throughout the 2015-16 school year with a focus on engaging diverse learners, creating family and community partnerships, understanding the effects of poverty on learning, and creating culturally responsive schools. Our first session, "Organizing for Excellence through Equity: Building District and Schools Capacities to Nurture the Success of all Students" will be held on Monday, September 21 at Central Penn College with approximately 120 school leaders in attendance.

Technology Services

AgendaManager New Version

The Technology Services Team has been working on a new version of AgendaManager that includes enhancements that were suggested by our users over the past several years. Additionally, the new release will set the stage for a Manager Suite that our team will begin developing later this year. Some of the highlights of the Manager Suite will be Resource Scheduling, Document and Policy Storage, and Parent Teacher Conference Scheduling. Over the past year, a team that was representative of school districts and CAIU staff was established to provide input and direction for the enhancements and features of the new release of AgendaManager. Currently the CAIU, Carlisle Area School District, and Camp Hill School District are participating in User Acceptance Testing. The release of new version is scheduled for late October to early November of 2015.

CAIU Website Update

The current CAIU web site (www.caiu.org) has had the same format for over seven years. A CAIU Cross Functional Team, representatives from each team within the CAIU, was established to develop the requirements for a new website that will lead us into the next several years. In addition to a fresh design, the new website will utilize new technologies that will be more flexible for editing and allow more devices to view our content. The release of new CAIU website is scheduled for late October to early November of 2015.



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Student Services

Speech & Language

There was an Executive Function training held at the CAIU on September 17th that had over 100 attendees. We offered both American Speech-Language Hearing Association (ASHA) Continuing Education Units (CEUs) and Act 48 hours.

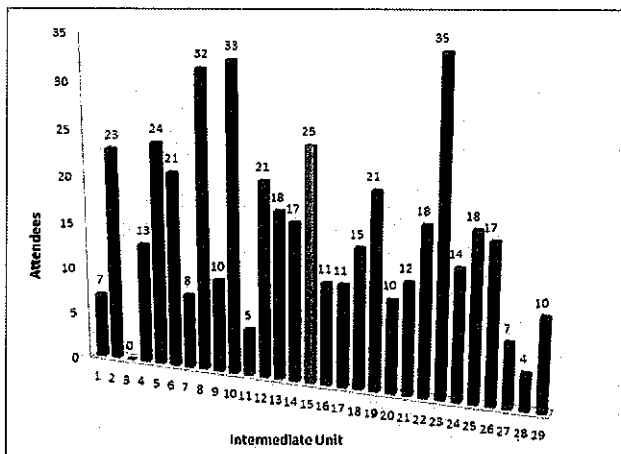
Blind/Visually Impaired Support

Rose Anna Stillwagon, Teacher of the Visually Impaired, has been invited to be a member of the State Bureau of Special Education Advisory Committee on services to students with visual impairments, blindness, and deaf-blindness. The first meeting of the advisory group will be September 25, 2015 at the PATTAN Harrisburg office.

Data Systems

We are actively developing system requirements for the creation of a new Student Services Information & Data System that will allow for more streamlined and efficient import, input and exports of required data. This is a multi-year process and encompasses many existing stand-alone systems.

The **Data Quality Network** meeting on August 19th was attended by 25 staff members from 15 LEAs in the CAIU region. Statewide there were a total of 460 participants from 28 IUs. PDE staff from the Division of Data Quality and Bureau of Special Education presented from the CAIU Enola office about changes to PIMS reporting for the 2015-2016 school year. The video conference was broadcast live across the state to other IU sites – see attendance by IU below.





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South Middleton School District and Newport School District completed Train-the-Trainer sessions for PDE's ***Educator Dashboard Early Warning System Intervention Catalog***. Both districts are working to implement this new system to aid the education staff in identifying and monitoring students at risk of dropping out and/or in need of interventions. West Perry School District and Harrisburg City School District are also working toward implementing this system. CAIU is partnering with PDE for this training initiative which is being supported jointly by Curriculum Services (Karen Ditzler) and Student Services (Cindy Gavazzi).

CAIU Curriculum Services and Student Services are offering a 4-part training series to assist LEAs in understanding their state assessment data and using the data to inform instruction. The **Making Connections** series will follow the data through all stages of the lifecycle of state assessment data. Please see the flyer for more information: <https://www.smcore.com/ykgvq>.

Loysville Youth Development Center

A new scheduling process has been implemented that allows for more flexibility in student assignment to courses in order to meet their developmental, vocational and credit needs. A Culinary Arts program has been added and a new teacher hired. The students and the Department of Human Services (DHS) staff are excited about the variety of vocational opportunities at the school. We expect that five students will earn their Diplomas in the first marking period.

Pupil Services/Hospital/ELECT-EFI/Homeless/Diakon

- The required annual meeting/training for Surrogate Parents was held for five volunteers this year.
- Diakon staff will be utilizing the funds granted to Diakon/CAIU by the Chesapeake Bay Watershed Foundation for their first outdoor trip early October.
- Hershey Medical Center is having an Educational Awareness Night on September 23, 2015. Our teachers have been invited to speak at this event.
- The first evening event for our ELECT-EFI students was held on September 10, 2015. Twenty three out of fifty one students attended.
- All staff is giving a beginning of the year diagnostic evaluation to our students to identify levels of learning. Data will be collected to assist with providing the most appropriate education

Transitional Support

Project Search has had a very successful opening with the interns (students) preparing to begin their first job rotation. Penn State Hershey Medical Center has offered 12 different areas of the hospitals for these internships to take place. On September 1, Alan Brechbill, Hospital Executive Director, and Dr. Craig Hillemeier, Dean of the College and CEO of the Hospital, joined the class to present an overview of the medical center to the interns.



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Deaf/Hard of Hearing Program

Despite changes in teachers at all three level (Elementary, Middle School, and High School), all programs have had a very smooth start to the school year. Students and staff are excited to begin using our on-line curriculum and resources (Engage NY, iReady).

Multiple Disabilities Support Program

Students and staff have received a very warm and welcoming response to their move into the Steelton-Highspire High School. The district has been very supportive in providing the things needed to open our MDS class there.

Hill Top Academy

Enrollment: 120

PBIS (Positive Behavior Intervention Support) Team has been formed and training is scheduled to begin this month. Three new PCAs (Personal Care Aides/1:1 Para with a student) have been hired to support students in the classrooms. The Hill Top Academy secondary students have an upcoming experiential educational trip to the ropes course at Enola office.

NOTIFICATION OF ACTIVITIES

- Visited classes at Hill Top Academy.
- Visited the new ProjectSEARCH classroom at Hershey Medical Center.
- Attended the monthly PAIU Executive Directors' meeting including a meeting with PDE Secretary of Education and his staff.
- Participated in the PAIU Government Relations Committee meeting.
- Attended the Professional Advisory Committee meeting at CPAVTS.
- Attended the AESA Educators' Call to Action Federal Advocacy Conference in Arlington, VA.
- Met with Executive Director of Partnership for Career Development.
- Attended the first session of the South Central PA Consortium for Excellence & Equity, "Organizing for Excellence through Equity: Building District and School Capacities to Nurture the Success of all Students."
- Met with CAEA Leadership, along with Alicia McDonald and Theresa Kinsinger, for our quarterly meeting.
- Attended Millersburg Area School District Board Meeting.
- Attended the monthly Chief Recovery Officer meeting at Harrisburg School District.
- Met with the Superintendents' Strategic Innovation Committee.

Township of Derry Tax Collection Association - Delegate Report

The Township of Derry Tax Collection Association met September 24, 2015, 6:00 p.m., in the Association office conference room at 610 Clearwater Road. A quorum was present, and Brian Shiflett represented the Derry Township School District.

The members approved the April 23, 2015, meeting minutes and the April, May, June, July, and August 2015 Financial Reports. The Association's finances are in good order, with expenditures running 56% of budget year to date as of August 31.

Two new business items were on the agenda. The first was a discussion about a potential liability issue raised by Lou Paoletti, the Derry Township Tax Collector. Mr. Paoletti learned through a continuing education class that he could be held personally liable for any financial wrongdoing by Association personnel. Ms. Melhorn will speak to the solicitor about a possible indemnification agreement, as well as to the auditor about appropriate signature controls. Ms. Melhorn will report back to the members at an upcoming meeting before any formal action is taken.

Ms. Melhorn, reported that the Association's Retirement Plan carrier is closing its SARSEP plan to Association new hires. Ms. Melhorn provided two options available through the Association's broker: a SARSEP plan offered by a different carrier, which does not offer a fixed-income fund option with a minimum rate guarantee, unlike the current plan; or a 403(b) plan for tax-exempt organizations. The 403(b) option is the recommended option; however, the broker is stating that the Association must obtain an IRS determination letter in order to qualify for the 403(b) plan. Obtaining the determination letter would be an expensive, time-consuming process for the Association, which is considered an instrumentality of Derry Township's two governmental units. The members approved a motion to pursue the 403(b) plan option if the broker will waive the determination letter requirement, otherwise the Association will opt for a SARSEP plan under a different carrier.

The next meeting is scheduled October 22, 2015, at 6:00 p.m.

Respectfully submitted,

Brian Shiflett