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Derry Township School District
Board of Directors Meeting
April 25, 2016
Summary Minutes - XIX

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, Maria Memmi, Jennifer Mysel, Brian Shiflett, Kathy Sicher,

Absent: Heidi Eby, Julie Neal, Terry Singer

Non-Voting Members in attendance: Joseph McFarland

Staff/Public in attendance: Stacy Winslow, Mike Frentz, Dan Tredinnick, Jason Reifsnyder, Jason Ambler, Joyce Miller, Dr. Sandra Novotni, Jason Sibbach, Mike Knause, Michelle O'Brien

Solicitor in Attendance: Kim Smith

Media in Attendance: Monica von Dobeneck – *The Sun*

c. Flag Salute

d. Approval of Board of Directors Agenda

Minutes

Following a motion by Mr. Franklin and a second by Mr. Barrett the Board Agenda for the evening meeting was approved.

2. INFORMATIONAL AND PROPOSALS

a. Student Recognition

Minutes

Dr. Reimann, Mr. Ambler and Mr. Sibbach recognized the following students:

- Hershey High School students of the month for April
- Capital Area Science and Engineering Fair award recipients

b. Presentation - Pennsylvania Association of School Retirees Association

Minutes

Dr. Sandra Novotni and Ms. Joyce Miller recognized two staff members.

c. Presentation: Finance/Community Budget Forum

Minutes

Mr. Frentz provided the Board with a 2016 - 2017 budget update.

d. Announcement of Executive Session

Minutes

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

e. Recognition of Citizens (Agenda Items)

Minutes

The following citizens were recognized by the Board of Directors:

- Michelle O'Brien - Proposed Policy 824

f. Standing Committee Meeting Report

Minutes

Mr. Shiflett provided the following updates with regard to the Policy Standing Committee Meeting:

- Unfinished Business
- Policy Revisions
- New Policies
- 2016-2017 Goals

g. Student Representatives' Report

Minutes

The student representatives provided the Board with the following updates:

- Recent Activities
- Upcoming Activities

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

The following are anticipated Agenda items for the May 9, 2016 Public Board of Directors Meeting:

1. Approval of April 25, 2016 Board of Directors Summary Minutes
2. Presentation - CAIU (Cindy Mortzfeldt , Rhonda Brunner)
3. Presentation - Derry Township School District Strategic Plan Goals Update (Mr. McFarland)
4. CAIU Special Education Services Agreement
5. Proposed Final Budget Display and Advertising
6. Board Guiding Principles
7. Requests for the Use of Facilities
8. Designation of Agent Resolution (Disaster Relief and Emergency Assistance Act)
9. Personnel
10. Staff Development

Minutes

The anticipated agenda items for the May 9, 2016 meeting of the Derry Township Board of School Directors were reviewed.

3. UNFINISHED BUSINESS

a. Dauphin County Technical School - Harrisburg Membership

Minutes

The School Directors discussed Harrisburg School District's membership with regard to Dauphin County Technical School.

b. Commercial Advertising Update

Minutes

Mr. McFarland updated the Board with regard to commercial advertising.

4. CONSENT AGENDA ITEMS

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

Minutes

Following a motion by Mrs. Sicher and a second by Mr. Franklin the consent agenda items were approved.

Vote Results

Aye:	6	Chris Barrett , Jayanth Franklin, Maria Memmi, Jennifer Mysel, Kathy Sicher, Brian Shiflett
No:	0	
Abstain:	0	
Not Cast:	3	Heidi Eby, Julie Neal, Terry Singer

MOTION CARRIED

a. Approval of April 11, 2016 Summary Board of Directors Meeting Minutes - XVIII

b. Approval of March 2016 Finance Report

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

General Fund Revenue	\$2,619,004
General Fund Expenditures	3,742,812
Balance of Cash Plus Investments (Includes Capital Reserve)	26,352,106

2. The listed schedule of investment transactions for the period beginning March 1, 2016 through March 31, 2016, had total interest earnings of \$1,003 comprised of the following:

Money Market	912
Capital Reserve	91

The average interest rate for March 2016 was .04%

3. The March 2016 expenditures for the paid bills for all funds totaled \$1,486,639 excluding net payroll, retirement contributions, and debt service.
4. The April 2016 expenditures for the unpaid bills for all funds totaled \$1,247,008.
5. Estimated expenditures of the General Fund for the month of April 2016 were in the following amounts:

Operating Expenses	\$1,000,000
Utilities	88,100
Net Payroll (2 pays)	1,989,000
Employer Provided Insurance	580,000
Payroll Deductions	1,055,000
Employer Payroll Taxes (FICA/RET)	233,000
Debt Service	<u>0</u>
Total Estimated Expenditures	\$4,945,100

c. Budget Transfers

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

The Administration recommended the Board authorized the April 2016 budget transfers.

d. Approval of Overnight Field Trip/Excursion - HS Boys' Basketball Camp

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

Group:	High School Boys' Basketball Team
<i>Number of Participants:</i>	18
Grade Level:	9-12
<i>Destination:</i>	US Naval Academy Annapolis, MD
<i>Purpose:</i>	Boys' Basketball Team Camp
<i>Depart:</i>	June 10, 2016
<i>Return:</i>	June 12, 2016
<i>Trip Leader:</i>	Paul Blackburn

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

e. Approval of Overnight Field Trip/Excursion - Math Team

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

Group:	High School Math Team
<i>Number of Participants:</i>	8
Grade Level:	9-12
<i>Destination:</i>	Indiana University of Pennsylvania
<i>Purpose:</i>	Math Competition
<i>Depart:</i>	May 12, 2016
<i>Return:</i>	May 13, 2016
<i>Trip Leader:</i>	Ann Lemaster

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

f. Requests for the Use of School Facilities

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

Group: **Derry Township Parks & Recreation**

Date/Time: June 13, 2016 to August 12, 2016
6:30 a.m. - 6:00 p.m.

Requested Facility: Middle School Rooms: G60, G4, G3, G9, G11, g12, G14, 6th Grade
Planning Room, Gym, LGI, Kitchen, Bathrooms

Date/Time: June 15, 2016 - August 19, 2016

Requested Facility: Middle School: LGI, Cafeteria, Kitchen, Gym Bathrooms

Event: Summer Day Camp

Fee: None

Group: **Hershey Boys' Basketball Boosters**

Date/Time: June 27-30, 2016
July 18-21, 2016

9:00 a.m. - 3:00 p.m.

Requested Facility: ECC Gym, High School Gym

Event: Boys' Basketball Camp for Grades 1-9

Fee: None

Group: **Invent Now, Inc.
Camp Invention**

Date/Time: July 7, 2016
Noon - 3:00 p.m.

July 11-14, 2016
8:00 a.m. - 4:30 p.m.

Requested Facility: ECC: Gym, Cafeteria, MPR
Elementary: 5 Classrooms

Event: Science Camp for Elementary Aged Students

Fee: None

Group: **Derry Township Parks & Recreation**

Date/Time: August 29, 2016 - June 8, 2017
6:30 a.m. - 8:45 a.m.
3:00 p.m. - 6:00 p.m.
(Adjusted Hours on Planned 2-Hour Late Starts and Early Dismissals)

Requested Facility: Intermediate Elementary Cafeteria, Gym

Event: Kid's Club Before and After School Program

Fee: None

5. NEW BUSINESS

a. Elementary Roof - Phase II

The Administration recommended the Board award the bid for Phase II of the Elementary Roof Project to David M. Maines Associates, Inc. in the amount of \$1,380,090.

Minutes

Following a motion by Mr. Franklin and a second by Mr. Barrett the bid for Phase II of the elementary roof project to David M. Maines Associates, Inc. was approved.

Vote Results

Aye:	6	Chris Barrett , Jayanth Franklin, Maria Memmi, Jennifer Mysel, Kathy Sicher, Brian Shiflett
No:	0	
Abstain:	0	
Not Cast:	3	Heidi Eby, Julie Neal, Terry Singer

MOTION CARRIED

b. Personnel – Resignations

The Administration recommended the approval of the following resignations:

Classified:

Bennett, Karla

Substitute Nurse Assistant

District-wide

Reason: Personal

Effective: 05/05/2016

Chambers, Christopher

Library Aide

High School

Reason: Personal

Effective: 04/19/2016 (retroactive)

Minutes

Following a motion by Mrs. Sicher and a second by Mrs. Mysel the personnel-resignations items were approved.

c. Personnel – General

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

Classified:

Miller, Robert

Substitute Bus Driver

District-wide

Salary: \$16.83 per hour

Effective: 04/26/2016

Limited Service Contract:

Bressi, Suzanne*

Summer School Coordinator Pre K - 5

Group H, Step 1

Salary: \$564 (50%)

Effective: 04/26/2016

Ometz, Allison*

Co-Curricular Band Director

Elementary School

Group H, Step 1

Salary: \$564 (50%)

Effective: 04/26/2016

2. The Administration recommended the approval of the Limited Service Contract List of Fall Coaches for the 2016-2017 school year as attached.

3. The Administration recommended the creation of a technology specialist HESPA position beginning with the 2016-2017 school year.

4. The Administration recommended the approval of the following request in accordance with District Policy 338:

Briotte, Maryann*

Grade 4 Teacher

Intermediate Elementary School

Restoration of Health

Effective: 04/25/2016 through the end of the 2015-2016 school year

5. The Administration recommended the approval of the following requests in accordance with District Policy 339:

Batz, Judith*

General Food Service Worker

High School

Uncompensated Leave

Effective: 05/19/2016 through 08/18/2016

Weber, Roger*

Bus Driver

District-wide

Uncompensated Leave

Effective: 03/18/2016 through 05/09/2016 (retroactive)

Yohn, Willard*

Bus Driver

District-wide

Uncompensated Leave

Effective: 04/15/2016 through 05/31/2016 (retroactive)

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

Gorman, Ashley*

Mathematics Teacher

Middle School

Paid/Unpaid Childrearing Leave

Effective: On or about 08/23/2016 through 03/27/2017

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

Minutes

Following a motion by Mrs. Sicher and a second by Mr. Franklin the personnel-general items were approved.

Vote Results

Aye: 6

Chris Barrett , Jayanth Franklin, Maria Memmi, Jennifer Mysel, Kathy Sicher, Brian Shiflett

No: 0

Abstain: 0

Not Cast: 3

Heidi Eby, Julie Neal, Terry Singer

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. Barrett - Downtown Hershey Group, Middle School iPad pilot program.

b. Superintendent's Report

Minutes

Mr. McFarland provided the Board with the following updates:

- Recognition of students
- COCOA Packs

c. Board President's Report

Minutes

No report

8. RECOGNITION OF CITIZENS

Minutes

The following citizens were recognized by the Board of directors:

None

9. ADJOURNMENT

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Mysel the meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Michael Frentz
Secretary to the Board
Approved at the May 9, 2016 meeting

Brian L. Shiflett
President of the Board of Directors

JWR

April 25, 2016

Signature

Daniel B. Tredinnick

Printed Name _____

Dan Tredinnick

Signature

Signature

Joyce Miller

Signature

Printed Name _____

Printed Name: _____

Joyce Miller


Signature

Signature: Janak Novatri

Printed Name _____

Dr. Sandra Novatni

Signature

Signature 

Printed Name _____

Name Frank W.

Signature

from Allock

Printed Name _____

Jason Sibbach

Signature

Tribe Knausel

Printed Name _____

Mike Knave

Signature

Signature

Printed Name _____

Michelle O'Brien

Signature

Printed Name _____

Signature

Printed Name _____

Signature _____

Printed Name _____

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Printed Name _____

Signature _____

Printed Name _____

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Printed Name _____

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Printed Name _____



The Dauphin County Technical School Joint Operating Committee (JOC) met on April 16, 2016 in executive session, work session and regular session. The Joint Board also met in regular session that evening. Brian Shiflett and Julie Neal attended all meetings. Brian and Joe McFarland also participated in the Planning for the Future Committee meeting held prior to the other meetings.

The Planning for the Future Committee has spent time this school year investigating the possibility of expanding the school's existing welding program, currently part of the Precision Metals program, and its Veterinary Assistant program, to which the committee is considering adding a large animal component. In neither case is the committee ready to make a recommendation to the JOC, but a group of DCTS' neighbors living along Locust Lane voiced their dissent at last Wednesday's public meeting, citing opposition to raising livestock and conducting noisy welding operations on school property. At some point this story may receive media coverage.

During the Joint Board meeting, where there wasn't a quorum present, the usual actions to elect a Treasurer, appoint a Superintendent-of-Record, and approve resolutions for the JOC to accept and expend federal/state grants and entitlements were moved for consideration. So too, were three motions relating to the Harrisburg School District buy-in. Because all board members will receive the mail ballot for the Joint Board meeting shortly, we'll discuss these motions at our April 25 DTSD board meeting. There are various folks trying to figure out how best to proceed on the buy-in process, including Eric Epstein (CDSD) and Brian Shiflett, who are jointly preparing a recommendation for board member consideration.

The 2016-17 Proposed Budget is \$17,478,197, which is a \$702,866 or 4.2% increase over the 2015-16 Adopted Budget. This increase is a result of retirement, salaries, health care, and building improvements. DTSD's proposed contribution is \$430,571 — a decrease from the current year amount of \$445,601.

Later in the evening, the JOC approved retaining \$25,000 of the 2015-2016 General Fund Surplus to be placed into the Capital Reserve Fund. This is the minimum amount permitted by Joint Board resolution. Maria Zaharick, Business Administrator, currently forecasts a year-end surplus of approximately \$427,084 to be returned to the member districts, with DTSD receiving \$18,868 of that total.

The renovations for the Dental Assistant program are nearly complete. The project expenses are projected at \$410,000, well under the \$500,000 budget. The school has hired an instructor, Jo McPartland, who most recently worked for Lighthouse Dental on Middletown Road. The school will be offering an open house for prospective students and their families on May 18.

In other business, the JOC approved a school-wide copier bid to the lowest bidder, Phillips Group, in the amount of approximately \$2,607.50 per month for 33 months. For employee health insurance, the JOC set the co-payments for Telemedicine Services at \$15 for Primary Physician and \$25 for Specialist, which apply to all employee groups. These co-payments are lower than the amounts charged for an in-office visit, and reflect cost savings to the school for telemedicine services.

The JOC also approved a number of equipment purchases for Career and Technical Education programs, some using Perkins Grant funds and others using both matching equipment grant funds and Capital Reserve funds.

The DCTS Spring Dinner and Silent Auction takes place on Friday, April 22. Both Joe McFarland and Brian Shiflett plan to attend with their spouses.

The next JOC meeting will be held Wednesday, May 11, 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).

Respectfully submitted,

Brian Shiflett