



# Derry Township School District Board of Directors Meeting September 22, 2014 Summary Minutes - V

## *Roll Call*

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

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

**Members not in attendance:** Hank Donahue

**Staff/Public in attendance:** Robert May, Ed Foley, Michael Hulse, Megan Hulse, Annmarie Schupper, Ronnie Hamilton, Ray Faidley, Mike Knause, Marisa Meholic, Judy Haverstick, Stacy Winslow, Dan Tredinnick. Jason Reifsnyder

**Media in attendance:** Monica Von Dobeneck – *Patriot News*, Myla R. Merkel – *The Sun*

## **1. OPENING ITEMS**

### 1.1 Call to Order

**Minutes:** The September 22, 2014 meeting of the Derry Township Board of School Directors was called to order by Mrs. Sheehan at 7:04 p.m.

### 1.2 Roll Call

### 1.3 Flag Salute

### 1.4 Approval of Board of Directors Agenda

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

## **2. INFORMATIONAL AND PROPOSALS**

### 2.1 Presentation - Community Correspondence Tool (Mr. Tredinnick & Mr. Sweigert)

**Minutes:** Mr. Tredinnick provided the Board an overview of the new community correspondence tool.

### 2.2 Announcement of Executive Session

**Minutes:** The Board met in Executive Session prior to this meeting to discuss employment issues, labor relations and arbitrations, and matters that must be conducted in private to protect a lawful privilege or confidentiality.

### 2.3 Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda. Those who speak are asked to come to the microphone and state your name and address for the record. To provide other residents with an opportunity to speak, each speaker during the public comment portion is limited to three (3) minutes of speaking time once recognized and limited to one opportunity to address the Board during each of the public comment periods. If necessary, the Board may set a maximum time for the public comment portion of any meeting.

The purpose of public comment is to give residents an opportunity to be heard on district matters. All comments and questions are to be addressed to the Board and will be addressed to the extent possible. The Presiding Officer reserves the right to interrupt, terminate or declare any person(s) out of order if they speak longer than the allotted time, become disruptive or obscene, abusive, slanderous, or defamatory. No placards or banners are permitted in the boardroom. Private information related to any student is prohibited. Speakers are asked to consider carefully whether their comments are a matter of public interest related to the School District or whether their concerns are better addressed in private.

Speakers wishing to present private concerns or questions needing follow-up outside of the Board meeting are asked to fill out a contact card, which can be found at the podium. Completed cards may be turned in to members of the administration to facilitate a reply.

### 2.4 Standing Committee Meeting Report

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

- Online Submission Form
- District Communications (Goals for the year)

### 2.5 Student Representative Report

**Minutes:** The Miss Royer, student representative, provided the Board with the following updates:

- WiFi connectivity issues properly addressed
- Hershey High School Athletics

### 2.6 Anticipated Agenda Items for the Next Board of Directors Meeting

1. Presentation - District Data Overview (Dr. Winslow/Dr. Lillenstein)

2. Approval of the September 22, 2014 Summary Board of Directors Minutes
3. 9th Grade Basketball Recommendation
4. Requests for the Use of Facilities
5. Personnel
6. Staff Development

**Minutes:** The anticipated agenda items for the October 6, 2014 meeting of the Derry Township Board of School Directors were reviewed.

2.7 9th Grade Basketball

**Minutes:** Mr. McFarland provided an update with regard to bringing back the 9th Grade Basketball program.

**3. UNFINISHED BUSINESS**

3.1 Wellness Update

**Minutes:** Mr. McFarland provided the Board with an update with regard to the student wellness policy.

**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 Mr. Hancock and a second by Mr. Shiflett the consent agenda items were approved.

*Vote Results*

<b>Aye</b>	8	Andrea Abruzzo, Chris Barrett, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
<b>No</b>	0	
<b>Abstain</b>	0	
<b>Not Cast</b>	1	Hank Donahue

**MOTION CARRIED**

4.1 Approval of September 8, 2014 - IV Summary Board of Directors Meeting Minutes

4.2 Approval of August 2014 Finance Report

1. The Treasurer's Report for the month ending August 31, 2014 was summarized as follows:

General Fund Revenue \$10,556,431

General Fund Expenditures	4,066,558
Balance of Cash Plus Investments	
	21,594,885

(Includes \$2,338,615 Capital Reserve)

2. The listed schedule of investment transactions for the period beginning August 1, 2014 through August 31, 2014 had total interest earnings of \$3,253 comprised of the following:

General Fund	\$0
Money Market	2,261
Capital Reserve	992
PA Local Government Trust	0

The average interest rate for August 2014 was .21%

3. The August expenditures for the paid bills for all funds totaled \$6,004,608 excluding net payroll, retirement contributions, and debt service.
4. The September 2014 expenditures for the unpaid bills for all funds totaled \$723,319.
5. Estimated expenditures of the General Fund for the month of September 2014 were in the following amounts:

Operating Expenses	1,200,000
Utilities	166,000
Net Payroll (2 pays)	1,220,000
Employer Provided Insurance	431,100
Payroll Deductions	615,000
Employer Payroll Taxes (FICA/RET)	425,000
Debt Service	<u>1,194,975</u>
Total Estimated Expenditures	<u>\$5,252,075</u>

#### 4.3 Request for Payment - Construction Project

The Administration recommended the approval of the following invoice as reviewed and approved by Mr. Varvel:

##### **Hershey High School Roof**

- |  |            |
|--|------------|
| 1. Professional Roof Service, Inc.<br>Invoice No. 5249 | \$2,400.00 |
|--|------------|

#### 4.4 Approval of High School Student Club - Book Club

The Administration recommended the addition of the High School Book Club. No Limited Service Contract is associated with this club.

#### 4.5 Approval of High School Student Club - Hershey Young Economists

The Administration recommended the addition of the Hershey High School Young Economists Club. No Limited Service Contract is associated with this club.

#### 4.6 Approval of 2014-2015 Music Department Overnight Field Trip-Excursions

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

PMEA Festival	Dates	Location	Approx Number of Students	Approx Cost per Student
District 7 Band	1/8-10/2015	Chambersburg HS	8	\$90
District 7 Band	1/23-24/2015	Gettysburg HS	5	\$90
District 7 Orchestra	2/5-7/2015	Lebanon HS	8	\$90
Region 5 Band	2/12-14/2015	TBD	3	\$110
Region 5 Choir	2/26-28/2015	TBD	2	\$110
Region 4 & 5 Orchestra	3/12-14/2015	TBD	3	\$110
All-State Band, Choir, Orchestra, Jazz Band	3/25-28/2015	Hershey	5 (total)	\$350
District 7 Jazz Band	4/10-11/2015	Central Dauphin HS	2	\$90

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

#### 4.7 Approval of Thirty-Day Review to Revoke Policy

The Administration recommended the approval of Thirty-Day Review to revoke the following policy of the Derry Township School District Policy Manual:

- 919 District School Report Cards

The policy will be on display in the following locations: Hershey Public Library and the District Office. In addition, it can be accessed on the school's website by going to Board of School Directors, and then Policy.

#### 4.8 Approval of Thirty-Day Review of Policies

The Administration recommended the approval of a Thirty-Day Review of the following policies of the Derry Township School District Policy Manual:

- 101 Strategic Plan
- 101 Philosophy of Education
- 102 Academic Standards
- 105 Curriculum Development
- 105.1 Curriculum Review
- 106 Guides for Planned Instruction

- 107 Adoption of Planned Instruction
- 108 Adoption of Textbooks
- 109 Resource Material
- 113 Special Education
- 114 Gifted Education
- 124 Summer School
- 146 Student Services
- 203.1 HIV Infection Students
- 217 Graduation Requirements
- 701 Facilities Planning
- 815 Acceptable Use of Technology Resources

The policies will be on display in the following locations: Hershey Public Library, District Office, and the Derry Township School District Website.

#### 4.9 Requests for the Use of School Facilities

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

**Group:** SU 174 Girl Scouts of America Brownie Troop #11022  
**Date/Time:** First and Third Tuesdays  
 October 1, 2014 through June 8, 2015  
 3:30 p.m. - 5:00 p.m.  
**Requested Facility:** Primary Elementary School Cafeteria  
**Event:** Brownie Girls Scout Meetings  
**Fee:** None

**Group:** Hershey Cub Scout Pack 65  
**Date/Time:** October 16, 2014  
 December 18, 2014  
 January 15, 2015  
 February 12, 19, 2015  
 March 20, 2015  
 April 23, 2015  
 6:00 p.m. - 8:00 p.m.  
**Requested Facility:** Primary Elementary School Multi-Purpose Room  
**Event:** Meetings  
**Fee:** None

**Group:** Trojan Youth Wrestling  
**Date/Time:** Monday, Wednesday, Friday  
 \* November 17, 2014 through March 4, 2015  
 5:30 p.m. - 8:00 p.m.  
**Requested Facility:** High School Mat Room, Locker Room, Restrooms  
 \* HS Mat Room will not be available on nights of home

*Event:* basketball games  
*Event:* Youth Wrestling Practice  
*Fee:* None

*Group:* **Trojan Youth Wrestling**  
*Date/Time:* December 21, 2014  
February 1, 2015  
7:00 a.m. - 5:00 p.m.  
**(Previously approved August 11, 2014)**  
*Requested Facility:* High School Gym, Cafeteria, Kitchen, Restrooms  
*Event:* Wrestling Tournaments  
*Fees:* \*\*Gym Rental: 18 hours at \$80/per hour (Approximately \$1,440)  
**\*\*Requesting waiver of gym rental fees**

#### 4.10 Announcement of Staff Development Conference

*Staff Members:* Leah Cross, Jennifer Heintzleman, Beth Kenney, Emily Mylin, Molly Pantalone  
*Conference:* Social Thinking Conference  
*Location:* Baltimore, MD  
*Dates:* November 12 - 14, 2014  
*Expenses:* \$620.00 (each)

## 5. NEW BUSINESS

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

### **PSBA 2015 Slate of Candidates:**

#### **President-Elect:**

- Kathy K. Swope
- Charles H. Ballard

#### **Vice President:**

- Mark B. Miller

#### **Treasurer:**

- Otto W. Voit III

#### **At-Large Representative (Central):**

- David Hutchinson

**Minutes:** The Derry Township School District voted for the following PSBA candidates.

President	Charles H. Ballard
-----------	--------------------

Treasurer	Otto W. Voit III
At-Large Representative	David Hutchinson

*Vote Results*

<b>Aye</b>	8	Andrea Abruzzo, Chris Barrett, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
<b>No</b>	0	
<b>Abstain</b>	0	
<b>Not Cast</b>	1	Hank Donahue

5.2 Personnel – Resignation

The Administration recommended the approval of the following resignation:

**Professional:**

**Bown, Ryan**

Health/PE Teacher

Elementary School

Reason: Personal

Effective: 10/21/2014

**Minutes:** Following a motion by Mr. Barrett and a second by Mrs. Eby the Personnel - Resignation item was approved.

5.3 Personnel – General

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

**Classified:**

**Danner, Ronald \***

Seasonal/Substitute Transportation Secretary

Transportation

Salary: \$15.90 per hour

Effective: 09/23/2014

**Sweeney, Karen**

Substitute Cafeteria/Recess Aide

Elementary School

Salary: \$11.01 per hour

Effective: 09/23/2014

**Change in Hours for Classified Staff:**

**Brassell, Paul \***

Bus Driver

District-wide

From: Level A: 4.5 hours per day

To: Level A: 5.25 hours per day



Effective: Start of 2014-2015 school year (retroactive)

**Lerch, Michael \***

Bus Driver

District-wide

From: Level C: 7.0 hours per day

To: Level A: 5.25 hours per day

Effective: Start of 2014-2015 school year (retroactive)

**Mock, John \*** (replacing Marci Bernardo)

From: Substitute Cafeteria/Recess Aide

Elementary School

To: Cafeteria/Recess Aide

Elementary School

Level A: 3.0 hours per day

Salary: \$12.63 per hour

Effective: 09/23/2014

**Limited Service Contracts:**

**Foor, Jason**

Head Varsity Wrestling Coach

High School

Level I, Group B, Step 2

Salary: \$3,485 (pending HEA Agreement)

Effective: 11/17/2014 (pending receipt of Act 34, 151, and 114 clearances)

**Marron, Jennifer \***

Dept. Co-Coordinator - Special Education K-5

Elementary School

Salary: \$875 (pending HEA Agreement)

Effective: 09/23/2014

**McCauley, Karen \***

Dept. Co-Coordinator - Special Education K-5

Elementary School

Salary: \$875 (pending HEA Agreement)

Effective: 09/23/2014

**Neshitt, Sherry \***

Mentor to Dorinda Hammer, Computer Education Teacher

Middle School

Salary: \$1,500 (pending HEA Agreement)

Effective: 09/23/2014

**Nettekoven, Peter**

Volunteer Assistant Cross Country Coach  
High School  
Effective: 09/23/2014

**Teetsel, Richard**

Youth and Government Advisor  
High School  
Level I, Group I, Step 1

Salary: \$723 (pending HEA Agreement)  
Effective: 09/23/2014 (pending receipt of Act 34, 151, and 114 clearances)

- The Administration recommended the approval of the following request in accordance with Section 6.09 of the HEA Collective Bargaining Agreement:
- - 2.

**Zentner, Jessica \***

Kindergarten Teacher  
Early Childhood Center  
Extension of Unpaid Childrearing Leave  
Effective: 10/13/2014 through 11/20/2014

**Minutes:** Following a motion by Mrs. Eby and a second by Mr. Franklin the Personnel - General items were approved.

*Vote Results*

<b>Aye</b>	8	Andrea Abruzzo, Chris Barrett, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
<b>No</b>	0	
<b>Abstain</b>	0	
<b>Not Cast</b>	1	Hank Donahue

**MOTION CARRIED**

**6. DELEGATE REPORT**

6.1 Dauphin County Technical School

**Minutes:** Mr. Shiflett attached his report with regard to the Dauphin County Technical School.

**7. SPECIAL REPORTS**

7.1 Board Members' Report

**Minutes:** The following members provided reports to the Board:

- Mrs. Eby - Dauphin County Tax Collection Meeting

- Mr. Hancock – Recognition of former Hershey High School Principal
- Mrs. Neal - Pension Reform

## 7.2 Superintendent's Report

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

- Student Recognition
- Community Recognition - COCOA Principles
- Student and Community Event

## 7.3 Board President's Report

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

- Board Meetings in October
- Curriculum Council Meeting

## **8. RECOGNITION OF CITIZENS**

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

## **9. ADJOURNMENT**

**Minutes:** Following a motion by Mr. Shiflett and a second by Mr. Franklin the meeting was adjourned at 7:43 p.m.

Respectfully submitted,

---

Michael Frentz  
Secretary to the Board  
Approved at the October 6, 2014 meeting





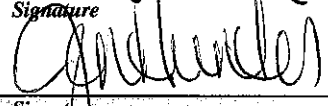
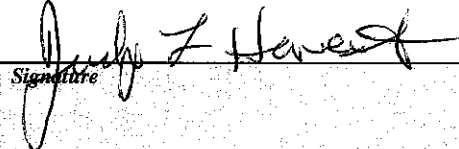
---

Maryellen B. Sheehan  
President of the Board of Directors

JWR

**Derry Township School District  
School Board Meeting  
September 22, 2014**

*Please Sign In AND Print Your Name*

<i>Signature</i> Daniel B Tredinnick	<i>Printed Name</i> Dan Tredinnick
<i>Signature</i> Robert B. May	<i>Printed Name</i> Robert B. May
<i>Signature</i> Ed Foley	<i>Printed Name</i> Ed Foley
<i>Signature</i> 	<i>Printed Name</i> Michael Huber
<i>Signature</i> 	<i>Printed Name</i> ANNMARIE SCHAFER
<i>Signature</i> 	<i>Printed Name</i> Ronnie L Hamilton
<i>Signature</i> Myka R Mela	<i>Printed Name</i> Myka R Mela
<i>Signature</i> Ray Fairley	<i>Printed Name</i> RAY FAIRLEY
<i>Signature</i> 	<i>Printed Name</i> Kathleen Guntel
<i>Signature</i> Mike Krause	<i>Printed Name</i> Mike Krause
<i>Signature</i> 	<i>Printed Name</i> Jen Heister
<i>Signature</i> Marisa Meholic	<i>Printed Name</i> Marisa Meholic
<i>Signature</i> 	<i>Printed Name</i> Judy Haverstick

# DAUPHIN COUNTY TECHNICAL SCHOOL

Delegate Report  
September 2014



The Dauphin County Technical School Joint Operating Committee (JOC) met in Executive Session, Work Session and Regular Session on September 17, 2014. The "Planning for the Future" committee also met for the first time this school year. Brian Shiflett attended all meetings.

Maria Zaharick, Business Administrator, presented the preliminary 2013-14 financial report. DC Tech's independent auditor finished their field work last week. The school realized an operating surplus of \$600,402.73. Of that amount, the JOC voted to retain \$4,145.10 of earned interest in the Health Care Reserve, \$13,047.66 of earned interest in the PSERS Reserve, and a \$155,000 allocation to the Capital Reserve. The remaining \$428,209.97, as well as a \$404,887.11 Debt Service surplus will be returned to the member districts. Derry Township SD's share of the surplus allocation will be \$68,969.85.

The final cost for the modular classroom project (two classrooms) came in at \$143,164.15.

DC Tech implemented a four-day summer work schedule in 2014, similar to DTSD's schedule. The school was closed for nine Fridays, and an analysis of PPL energy bills shows that DC Tech realized a savings of \$4,607.92 compared to the same period in 2013 (about 54,000 Kilowatt-hours).

The JOC approved an agreement for the replacement of metal halide parking lot light fixtures with LED fixtures. The cost, after PPL rebates will be \$7,562.50, and the energy-efficient lamps have a projected payback period of about 18 months. Meadow Valley Electric is the selected vendor.

The JOC gave the administration to proceed with refinancing of its 2007 series of bonds with the assistance of Public Financial Management.

The JOC gave approval to enter into contract with Digital Bard for production of a school profile video, four cluster videos, and 25 program animated slideshows for approximately \$13,255 using Perkins funding.

The JOC approved revisions to Policy 404 - Employment of Professional Employees - to reflect sick leave transfer terms contained in the current DCTSEA bargaining unit agreement.

The administration is moving forward with the closure of the Child Care Provider program. All 10th grade students have been placed in a new program of study of their choice. The administration's goal for the 11th grade students is to complete the program including a cooperative education placement during their senior year. An official closure request has been sent to PDE. If PDE requires DC Tech to continue to employ an instructor for the 2015-16 school year, the instructor would only be a half-day employee.

DC Tech is now using the School Gate Guardian visitor management system.

The next JOC meeting will be Wednesday, October 8, 2014, 7:00 p.m.

Respectfully submitted,

Brian Shiflett