



# Derry Township School District Board of Directors Meeting - October 27, 2014 Summary Minutes VII

## *Roll Call*

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

**Excused Non-Voting Member:** Joseph McFarland

**Staff/Public in attendance:** Lisa Miller, Stacy Winslow, Peggy Grimm, Andrea Bennett, Bradley Remig, Dee Stalnecker, Jamie Doyle, Ron Firestine, Lou Verdelli, David Turdale, Denise Grudi, Tyler Grudi, Dale Reimann, Judy Haverstick, Ray Faidley, Anne Reeves, Molly Reeves, Tim Reeves, Christine Drexler, David Murray, Alton Perry, Megan Hulse, Donna Cronin, Cate Hottenstein, Judson Christopher, Jonas Sheehan, 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 October 27, 2014 meeting of the Derry Township Board of School Directors was called to order by Mrs. Sheehan at 7:09 p.m.

### **1.2 Roll Call**

### **1.3 Election of Temporary Board Secretaries**

As per School Laws of Pennsylvania: Absence of the Secretary (Section 405)  
In the absence of the board secretary, the school directors may elect a secretary pro tempore for that meeting only, and make a note of such appointment in the minutes of that meeting. The Board also may have an assistant secretary as per Section 434.

Assistant Secretary (Section 434) Every school board may appoint an assistant board secretary who, in the absence or disability of the secretary, shall perform the duties of the office. An assistant secretary may be a member of the board who is not an officer and must be bonded. Assistant secretaries may not receive compensation.

**Minutes:** Following a motion by Mrs. Eby and a second by Mr. Shiflett the Assistant Board Secretaries, Stacy Winslow and Jason Reifsnyder, were approved.

## *Vote Results*

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

**MOTION CARRIED**

1.4 Flag Salute

1.5 Approval of Board of Directors Agenda

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

**2. INFORMATIONAL AND PROPOSALS**

2.1 Presentation - Not to Exceed Resolution - Dauphin County Technical School Bond Refinancing – PFM

**Minutes:** Public Financial Management, Inc. discussed the Dauphin County Technical School Bond Refinancing opportunity.

2.2 Presentation - School Social Worker Presentation (Dee Stalnecker)

**Minutes:** Dee Stalnecker provided the Board with an update with regard to the impact of the school social worker.

2.3 Student Recognition

**Minutes:** Dr. Reimann recognized the October Students of the Month.

2.4 Announcement of Executive Session

**Minutes:** The Board met in Executive Session prior to this meeting and on October 8, 2014 to discuss employment issues, labor relations, and arbitrations.

2.5 Recognition of Citizens (Agenda Items)

2.6 Standing Committee Meeting Reports

**Minutes:**

- Mr. Shiflett provided the following updates with regard to the Finance Standing Committee Meeting:
  - Trustee presentation

- Trust distribution
  - Bond refinancing
  - SEC Survey
  - Budget calendar
- Mrs. Eby provided the following updates with regard to the Communications and Community Engagement Standing Committee Meeting:
    - Constituent Contact Form
    - Trojan Quest
    - DTSD Column in the Hummelstown Sun
    - Video
    - Mobile application
  - Mrs. Neal provided the following updates with regard to the Athletic and Activities Standing Committee Meeting:
    - Introduction of Athletic Director
    - 9th Grade Basketball
    - Athletic Disclosure (Title IX) Submission
    - Athletic Philosophy
    - Voluntary Drug Policy Discussion

## 2.7 Student Representatives' Report

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

- Student Leadership Conference
- Homecoming
- Athletics

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

1. Presentation - District Data Overview (Dr. Winslow and Dr. Lillenstein)
2. Presentation - Introducing a Teacherpreneur: How Teacher Leaders can Benefit Derry Township School District (Brianna Crowley)
3. Approval of October 27, 2014 Board of Directors Summary Minutes
4. Not to Exceed Resolution - Dauphin County Technical School Bond Refinancing
5. Approval of September 2014 Finance Report
6. Budget Transfers
7. Requests for the Use of Facilities
8. Personnel
9. Staff Development

**Minutes:** The anticipated agenda items for the November 10, 2014 meeting of the Derry Township Board of School Directors were reviewed.

## 3. UNFINISHED BUSINESS

#### 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. Neal and a second by Mr. Franklin the consent agenda items were approved.

#### *Vote Results*

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

#### **MOTION CARRIED**

4.1 Approval of October 6, 2014 - VI Summary Board of Directors Meeting Minutes

4.2 Approval of September 2014 Finance Report

1. The Treasurer's Report for the month ending September 30, 2014 was summarized as follows:

General Fund Revenue	\$22,120,416
General Fund Expenditures	4,772,767
Balance of Cash Plus Investments	38,251,564

(Includes \$2,339,230 Capital Reserve)

2. The listed schedule of investment transactions for the period beginning September 1, 2014 through September 30, 2014 had total interest earnings of \$5,846 comprised of the following:

Money Market	5,158
Capital Reserve	615
PA Local Government Trust	73

The average interest rate for September 2014 was .21%

3. The September 2014 expenditures for the paid bills for all funds totaled \$1,595,547 excluding net payroll, retirement contributions, and debt service.
4. The October 2014 expenditures for the unpaid bills for all funds totaled \$790,485.
5. Estimated expenditures of the General Fund for the month of October 2014 were in the following amounts:

Operating Expenses	\$1,000,000
Utilities	157,600

Net Payroll (3 pays)	1,921,000
Employer Provided Insurance	541,200
Payroll Deductions	992,000
Employer Payroll Taxes (FICA/RET)	223,000
Debt Service	0
Total Estimated Expenditures	\$4,834,800

#### 4.3 Approval of 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 authorize the October 2014 budget transfers.

#### 4.4 Requests for Payment - Construction Projects

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

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

Garland/DBS, Inc.

1. \$398,874.02  
Draw No. 3

Professional Roof Services, Inc.

2. 3,600  
Invoice No. 5283

#### 4.5 Approval of High School Student Club - Philosophy Club

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

#### 4.6 Approval to Revoke Policy

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

- 919 - District School Report Cards

#### 4.7 Approval of Policies

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

- 100 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

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

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

**Group:** Senior Men's Basketball  
**Date/Time:** Tuesday & Thursdays  
 October 28, 2014 - October 29, 2015  
 \* 5:30 p.m. - 7:30 p.m.  
 \* Due to conflict with Hershey Youth Basketball from November 3, 2014 to March 6, 2015, time will need to be changed to 7:30 p.m. - 9:30 p.m.

**Requested Facility:** Primary Elementary Gym  
**Event:** Senior Men's Basketball Games  
**Fee:** None

**Group:** American Cancer Society (Additional Requests)

**Date/Time:** November 14, 2014  
 3:30 p.m. - 10:00 p.m. - For Set Up

**Date/Time:** November 15, 2014  
 7:00 a.m. - 5:00 p.m.

**Requested Facility:** High School Library, 2 classrooms

**Event:** Relay for Life Event

**Fees:** Classroom Rate: \$25 per hour ( Approximately \$500)  
 Library: \$35 per hour (Approximately \$350)  
Approximate Cost: \$850

**Group:** Hershey Youth Basketball

**Requested Facility:** ECC Gym

*Date/Time:* Monday through Thursday  
November 3 - 20, 2014  
6:00 p.m. - 9:00 p.m.  
Monday through Friday  
December 1, 2014 - March 6, 2015  
6:00 p.m. - 9:00 p.m.  
Saturday  
December 6, 2014 - February 14, 2015  
9:00 a.m. - 6:00 p.m.  
Sunday  
December 7, 2014 - February 15, 2015  
1:00 p.m. - 6:00 p.m.

*Requested Facility:* Primary Elementary Gym

*Event:* Monday through Thursday  
November 3 - 20, 2014  
6:00 p.m. - 9:00 p.m.  
Monday through Friday  
December 1, 2014 - March 6, 2015  
6:00 p.m. - 9:00 p.m.  
Saturday  
December 6, 2014 - February 28, 2015  
9:00 a.m. - 6:00 p.m.  
Sunday  
December 7, 2014 - March 1, 2015  
1:00 p.m. - 6:00 p.m.

*Facility Requested:* Middle School Gym

*Date/Time:* Monday through Thursday  
November 3 - 20, 2014  
6:00 p.m. - 9:00 p.m.  
Monday through Friday  
December 1, 2014 - March 6, 2015  
6:00 p.m. - 9:00 p.m.  
Saturday  
December 6, 2014 - February 14, 2015  
9:00 a.m. - 6:00 p.m.  
Sunday  
December 7, 2014 - February 15, 2015  
1:00 p.m. - 6:00 p.m.

*Requested Facility:* High School Gym

*Date/Time:* Sunday  
\* November 30, 2014 - March 1, 2015  
1:00 p.m. - 6:00 p.m.

\* (not available 12/21/2014; 2/1/2015; 2/22/2015; 3/1/2015)

*Events:* Hershey Youth Basketball Practices and Games  
*Fees:* Custodial: \$39.14 per hour

**Group:** **Hershey Youth Basketball**  
*Date/Time:* November 15, 2014  
10:00 a.m. - 3:00 p.m.  
*Requested Facility:* ECC Gym  
*Event:* Tip-Off Basketball Scrimmages  
*Fee:* Custodian: \$39.14 per hour

**Group:** **Hershey Festival Strings**  
*Date/Time:* December 6, 2014  
11:00 a.m. - 3:00 p.m.  
January 15, 2015  
4:00 p.m. - 6:30 p.m.  
January 19, 2015  
11:00 a.m. - 4:00 p.m.  
March 24, 2015  
4:00 p.m. - 6:30 p.m.  
*Requested Facility:* Middle School Auditorium & Cafeteria  
*Event:* Rehearsal of Middle School String Orchestra  
*Fee:* Custodian: \$39.14 per hour (if additional coverage is needed)

**Group:** **Office of State Senator Rob Teplitz**  
*Date/Time:* January 22, 2015  
5:30 p.m. - 7:45 p.m.  
*Requested Facility:* High School Auditorium  
*Event:* Pennsylvania Higher Education Assistance Agency (PHEAA)  
Presentation  
*Fee:* None

**Group:** **Boys' Basketball Boosters**  
*Date/Time:* February 21, 28, 2015  
8:00 a.m. - 8:00 p.m.  
February 22, 2015  
8:00 a.m. - 6:00 p.m.  
March 1, 2015  
8:00 a.m. - 6:00 p.m.  
*Requested Facility:* ECC, Middle School, High School Gyms  
*Event:* Chocolatetown Boys' Basketball Tournament  
*Fee:* Custodian: \$39.14 per hour



**5. NEW BUSINESS**

**5.1 Authorization to Proceed with Issuance of General Obligation Bonds Series of 2015**

The Board of School Directors of the Derry Township School District authorized the Administration to work with RBC Capital Markets, as bond underwriter, Public Financial Management as district financial advisor and Hartman, Underhill and Brubaker, as bond counsel to prepare the necessary documents for the issuance of Derry Township School District, General Obligation Bonds, Series of 2015. The proceeds of the new issue will be used to refinance the General Obligation Bonds, Series A of 2010. The minimum amount of savings for the transaction to proceed is \$250,000.

**Minutes:** Following a motion by Mrs. Eby and a second by Mr. Shiflett for authorization to proceed with issuance of general obligation bonds series 2014 was approved.

*Vote Results*

**Aye**           9   Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Ellen Sheffey, Brian Shiflett

**No**             0

**Abstain**    0

**Not**          0

**Cast**

**MOTION CARRIED**

**5.2 Approval of Bid 2015-01 - School Bus Roof Snow Removal System**

The Administration recommended Scaper Systems by Quintin Machinery be awarded bid #2015-01 for one school bus roof snow removal system in the amount of \$20,850. Scaper Systems was the lowest bid that met specifications.

**Minutes:** Following a motion by Mr. Barrett and a second by Mr. Franklin the Board approved the school bus roof snow removal system (Bid 2015-01).

*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**

**5.3 Request for Amusement Tax Exoneration - Pennsylvania Music Educators Association**

The Administration recommended the exoneration of collecting Amusement Tax from the Pennsylvania Music Educators Association student concerts to be held at the Hershey Theatre on March 28, 2015.

The request complies with the Amusement Tax Ordinance as the concerts are student events.

**Minutes:** Following a motion by Mr. Barrett and a second by Mrs. Abruzzo the request for Amusement Tax Exoneration - Pennsylvania Music Educators Association 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**

**5.4 Personnel – Resignations**

The Administration recommended the approval of the following resignations:

**Act 93:**

**Spangler, Thomas**  
Computer Technician  
District-wide  
Reason: Personal  
Effective: 10/31/2014

**Classified:**

**Grubb, Brenda**  
Special Education Aide  
Early Childhood Center  
Reason: Personal  
Effective: 10/02/2014 (retroactive)

**Weaver, Clark**  
Bus Driver  
District-wide  
Reason: Personal  
Effective: 10/17/2014 (retroactive)

**Limited Service Contract:**

**Freeland, Stephen**  
Assistant Junior High Girls' Basketball  
Coach  
Reason: Personal  
Effective: 10/23/2014 (retroactive)

**Suri, Debra**

Co-Head Junior High Winter  
Cheerleading Coach  
Middle School  
Reason: Personal  
Effective: 10/23/2014 (retroactive)

**Minutes:** Following a motion by Mr. Franklin and a second by Mr. Hancock the Personnel - Resignation items were approved.

#### 5.5 Personnel – General

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

**Professional:**

**Carr, Caislin** (for Matthew Weyrauch)

Spanish Teacher

Middle School

Long Term Substitute

Bachelors, Step 1

Salary: \$45,381.25 (pro-rated) (pending HEA Agreement)

Effective: 10/28/2014 through the end of the 2014-2015 school year

**Peters, Kelly** (replacing Anna Gawel)

Instructional Technology Coach (K-8)

Elementary/Middle School

Professional

Masters, Step 7

Salary: \$55,837.50 (pro-rated) (pending HEA Agreement)

Effective: To be determined (pending receipt of Act 34, 151, and 114 clearances)

**Classified:**

**Fiorello, Vincenza**

Substitute Food Service Worker

District-wide

Salary: \$10.43 per hour

Effective: 10/28/2014 (pending receipt of Act 114 clearance)

**Groff, Rickie**

Substitute Custodian

District-wide

Salary: \$13.83 per hour

Effective: 10/28/2014

**Vasquez-Rode, Nicole** (replacing Tara Seymour)

Teachers' Aide (Assist with Health/PE)

Elementary School

Level A: 5.75 hours per day

Salary: \$13.66 per hour

Effective: 10/28/2014 (pending receipt of Act 34 and 151 clearances)

**Change in Hours for Classified Staff:**

**Neidigh, Jacqueline \***

Bus Driver

District-wide  
From: Level A: 5.25 hours per day  
To: Level A: 5.5 hours per day  
Effective: 10/28/2014

**Transfer of Classified Staff:**

**Hoffman, Paul \***

From: Substitute Bus Driver  
District-wide  
To: Bus Driver (replacing Clark Weaver)  
District-wide  
Level A: 5.25 hours per day  
Salary: \$16.36 per hour  
Effective: 10/28/2014

**Limited Service Contracts:**

**Angello, Michael**

Head Junior High Wrestling Coach  
Middle School  
Level II, Group B, Step 5  
Salary: \$2,928 (pending HEA Agreement)  
Effective: 11/17/2014

**Barr, Brent**

Assistant Varsity Wrestling Coach  
High School  
Level II, Group B, Step 2  
Salary: \$2,440 (pending HEA Agreement)  
Effective: 11/17/2014

**Endicott, Danielle \***

Volunteer Assistant Girls' Basketball Coach  
High School  
Effective: 11/17/2014

**Morin, Melanie \***

Mentor to Tara Seymour, Health/PE Teacher  
Elementary School  
Salary: \$1,500 (pending HEA Agreement)  
Effective: 10/28/2014

**Pinkerton, Jonathan \***

Stage Band (Jazz Band)  
High School  
Level I, Group H, Step 10  
Salary: \$1,781 (pending HEA Agreement)  
Effective: To be determined

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

**Teets, Wendy \***

General Food Service Worker  
Elementary School

Extension of Uncompensated Leave  
Effective: 10/23/2014 through 12/15/2014 (retroactive)

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

**Minutes:** Following a motion by Mrs. Eby and a second by Mrs. Abruzzo the Personnel - Resignation 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 with regard to the Dauphin County Technical School.

**6.2 Capital Area Intermediate Unit**

**Minutes:** Mrs. Sheehan attached her report with regard to the Capital Area Intermediate Unit.

**6.3 Harrisburg Area Community College**

**Minutes:** Mr. Shiflett attached his report with regard to the Harrisburg Area Community College.

**6.4 Derry Township Tax Association**

**Minutes:** Mr. Shiflett attached his report with regard to the Derry Township Tax Association.

**6.5 Pennsylvania School Board Association**

**Minutes:** Mrs. Eby provided the Board with updates with regard to the Pennsylvania School Board Association.

- PA Core Standards (Public Feedback)
- PSBA School Leadership Conference
- 

**7. SPECIAL REPORTS**

**7.1 Board Members' Report**

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

- Mrs. Neal - PSBA Conference
- Mr. Hancock - Recognition of former teacher and coach
- Mr. Shiflett - Upcoming committee meetings, PSBA Conference

## 7.2 Board President's Report

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

- Homecoming weekend
- Citizen advisors
- Community Entities relationship
- Curriculum Meetings
- Java with Joe

## 8. RECOGNITION OF CITIZENS

**Minutes:** The following citizens were recognized by the Board of Directors:

- Tyler Grudi - Internet content filter concern
- Donna Cronin - Recognition of athletic teams and coaches

## 9. ADJOURNMENT

**Minutes:** Following a motion by Mr. Franklin and a second by Mr. Shiflett the meeting was adjourned at 8:59 p.m.

Respectfully submitted,

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Michael Frentz  
Secretary to the Board  
Approved at the November 10, 2014 meeting

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Maryellen B. Sheehan  
President of the Board of Directors

JWR

Derry Township School District  
School Board Meeting  
October 27, 2014

Sign In

Neil Jack  
Brian Shiflett  
Lisa M. Sviben Miller  
P. Olin  
Andrea Bennett  
Blyly  
Dee Stehnecker  
Jamin Doyle  
R. Firestone  
Lou Verdelli  
Dana  
Denise Grude  
Liz Go  
WJ  
Mick O'Neil  
John Haverstick  
Ray Fairley  
Daniel Dancer  
Anne Reeves

Please Print

Mike Jackson  
Brian Shiflett - AFA  
Committee Mtg  
Lisa M. Sviben Miller  
PEGGY GRIMM  
ANDREA BENNETT  
Bradley Remis  
DWD  
Jamin Doyle  
ROW FIRESTONE  
Lou Verdelli  
DAVID G. TWARDZ  
LAURIE GRUDI  
Tyler Grudi  
D.F. Kliman  
Mick O'Neil  
John Haverstick  
RAY FAIRLEY  
Anne M. Reeves

# Derry Township School District

## School Board Meeting

October 27, 2014

### Sign In

Molly Reeves

Tim Reeves

Christine Dreyer

DAVID MURRAY

Alton Perry

Megan Hulst

Donna Cronin

Cate Hottenstein

John

Steele

### Please Print

Molly Reeves

Tim Reeves

~~Christine Dreyer~~

~~David Murray~~

Alton Perry

Megan Hulst

Donna Cronin

Cate Hottenstein

JUDSON CHRISTOPHER

Judson Stogdon



Derry Township School District  
School Board Meeting  
Media  
October 27, 2014

Sign In

Monica von Dobeneck

Myla R. Mancel

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Monica von Dobeneck

Myla R. Mancel

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# DAUPHIN COUNTY TECHNICAL SCHOOL

Delegate Report  
October 2014



The Dauphin County Technical School Joint Operating Committee (JOC) met in Executive Session, Work Session and Regular Session on October 8, 2014. Brian Shiflett and Julie Neal attended all meetings.

Glenn Williard and Melissa Hughes of Public Financial Management (PFM) presented a refinancing plan for the approximately \$20 million of outstanding principal on the 2007 series of bonds issued through the State Public Schools Building Authority. PFM estimates refinancing will yield more than \$1 million of savings for the six sponsoring school districts. The savings are achieved by replacing the current bond series which have interest rates between 3.75 percent to 4.375 percent with a bond series having interest rates from about 1 percent to 3.5 percent. DTSD's share of those estimated savings, net of PlanCon reimbursement, is \$45,000 in FY2014-15 and \$125,000 in FY2015-16. Note that refinancing will not extend debt service beyond the current last maturity of September 2030.

Jonathan Cox of Rhoads & Sinon presented a resolution authorizing the bond sale and confirming PFM as the financial advisor and Rhoads & Sinon as bond counsel. The JOC approved the resolution. Representatives from PFM and Rhoads & Sinon will present a "not to exceed" resolution to the DTSD School Board on October 27, and the board is expected to vote on the resolution at its November 10 meeting. Assuming that the required number of JOC board votes are obtained, PFM expects the bonds to be competitively priced in mid-January 2015 with settlement in February. The call date for the 2007 series of bonds is March 15, 2015.

The JOC conducted first readings of several policies, including Policy 104, Nondiscrimination in Employment/Contract Practices, Policies 248, 348, 448 & 548, Unlawful Harassment, and Policy 622, Capital Assets.

The Administration recommended the approval to purchase a new passenger van not to exceed \$23,000 via a COSTARS approved contract from the Capital Reserve Fund, replacing a 2000 model year van with a broken strut tower. During the discussion it became evident that the Administration does not have a replacement schedule for the ten active vehicles in its fleet, which makes budgeting purchases problematic. The JOC approved the purchase and recommended the administration create a vehicle replacement schedule.

In personnel items, the JOC approved the hire of a new Diesel Technology Instructor as well as a Principal's Secretary, both positions being recently vacated.

The JOC approved three student discipline decisions.

DC Tech will hold its annual open house on November 6, 2014, 5:30 – 8:00 p.m. The next JOC meeting will be Wednesday, November 12, 2014, 7:00 p.m.

Respectfully submitted,

Brian Shiflett



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# CAIU BOARD HIGHLIGHTS

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The following actions were taken at the **October 23, 2014** meeting held at the Enola Office of the Capital Area Intermediate Unit.

## Reports/Updates

- Alicia McDonald, Director of Student Services, shared that all special education contracts for the 2014-15 school year have been received. The Presence Learning online speech and occupational therapy treatment program is growing. The preschool team evaluations with Dr. Tierney, a developmental pediatrician, have provided comprehensive medical and educational reports and recommendations relating to children with autism. The Early Intervention program is exploring options to open a classroom to support the students identified through this evaluation process.
- Theresa Kinsinger, Director of HR, Business and Communications, shared that the HR department is rolling out the Alio employee self-serve portal. Information was recently distributed to staff regarding the implementation of the 2015-2016 health and wellness initiative. Open Enrollment for employee benefits begins next week and in conjunction with Open Enrollment, there will be a spousal opt-out audit. The Decima Award nominations are being accepted.
- Brian Griffith, Director of Curriculum Services, shared that sixteen Blended Learning Grant applications were received and three \$50,000 grants were awarded to schools in our region: Cumberland Valley High School, East Pennsboro Area Middle School, and Northern Middle School. Recently, representatives from the CAIU and these school districts visited Henry County, near Atlanta, Georgia, to observe their schools' implementation of blended learning.
- David Martin, Director of Technology Services, shared information about the creation of a Disaster Recovery Team. It is important that the data on servers be duplicated in another location. DRC has developed an application that supports an online testing option for students using Chromebooks and iPads. Our Technology Team has seen about a 50% increase in internet usage as schools move toward a teaching and learning environment using online resources.
- Daren Moran, Business Manager, shared that the CAIU's new accountant started last week. The Accounts Payable position has been posted and the position should be filled in the near future. We had a very positive exit conference with State auditors with one verbal comment regarding a Statement of Financial Interest form. The local audit exit conference will be held in early November. He has established the 2015-16 General Operating Budget timeline. The Board Finance Committee members will be contacted in the near future to set a date to review the preliminary draft of the 2015-16 General Operating Budget. The Champions for Children Foundation Board held their quarterly board meeting. It was shared that Orrstown Bank donated \$5,000, and an anonymous donor submitted a \$500 money order to Champions for Children.
- Dr. Rhonda Brunner, Assistant Executive Director, shared that the 2015 Omni Circular will affect Federal Program reporting and will focus on outcomes specifically related to performance expectations rather than processes. The CAIU will host an Active Shooter training for state workers and district employees have been invited to attend free of charge.
- Cindy Mortzfeldt, Executive Director, indicated that her report was available for review. A presentation by Holly Brzycki, Supervisor for Online Learning, will provide additional information about the Capital Area Online Learning Association (CAOLA) immediately following the Board meeting. Brian Griffith, Dr. Rhonda Brunner, and Cheryl Rudawski recently attended Edison Learning's annual "Edison Learning Leadership Development

Academy. Edison Learning recently contracted with the CAIU to provide professional development and coaching for their online learning administrators and teachers. At the CAIU there are several networking opportunities. The Capital Region School Counselors Network, facilitated by David Colestock, continues to provide professional development, networking, advocacy, and leadership for our area's K-12 school counselors. She also had an opportunity to visit with the principal and staff at Loysville YDC this month.

- Len Kapp, Supervisor of Operations & Transportation, shared that his team has begun preparations for winter weather by evaluating facility needs and making sure equipment is ready for the winter season. Also, he has assisted with the assessment of facilities regarding work space and the changes to workspace configurations
- Rennie Gibson, Board Secretary, shared the results of last month's PSBA Election of Officers and At-large Representatives.

**Executive Session** – No Executive Session was held.

**Board Committee Reports** – Mrs. Laurie Reichert, Chair of the Act 93 Committee, indicated that a meeting is scheduled for the Board Committee to meet with the Act 93 Representatives.

**Approved Action Items**

- The Board accepted the resignation of Brenda Myers, Susquenita School District
- The Board accepted the resignation of Charles Brown, Newport School District
- The Board appointed Cheryl Capozzoli, Newport School District, to fill an unexpired term beginning October 23, 2014, and ending June 30, 2015
- Minutes from the September 25, 2014 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$11,302,340.17 in receipts and \$7,303,373.92 in expenditures for September 2014
- Summary of Operations for the 2013-14 fiscal year (for activity through 10/10/2014) showing revenues of \$75,662,199.45 and expenses of \$74,595,728.40
- Summary of Operations for the 2014-15 fiscal year showing revenues of \$13,566,796.88 and expenses of \$11,204,690.01
- Budget Administration: No Budgets this month
- Other Fiscal Matters
  - 2014-15 Special Education Service Contracts for the following: Harrisburg City School District
- Policies & Programs
  - Second Reading, Revised Policy #100.1 – Comprehensive Planning
  - Second Reading, Revised Policy #004 – Membership
  - Second Reading, Revised Policy #331 – Job Related Expenses – Admin
  - Second Reading, Revised Policy #431 – Job Related Expenses – Professional
  - Second Reading, Revised Policy #531 – Job Related Expenses – Classified
  - Second Reading, New Position, New Description – Technical Business Analyst
  - First Reading, New Policy #805 – Emergency Preparedness
  - First Reading, Revised Policy #121 – Off-Site Experiences
  - First Reading, Existing Position, New Description – Educational Consultant: Curriculum & Technology
  - First Reading, New Position, New Description – Network Administrator II
- Personnel Items – see attached report

**Executive Director's Report**

- See attached written report.

**President's Report**

- Mrs. Jean Rice shared that it is a pleasure to meet with the Board members each month and she appreciates their attendance.

### **Board Member Sharing of Information**

- On behalf of the Cumberland Valley HS, Barbara Geistwhite thanked the CAIU for the Blended Learning planning grant that will support the high school's implementation of blended learning.
- Mr. Wilbur Wolf, Big Spring School District, shared that some parents in his district have expressed their concerns regarding the use of computers by their children.

### **Information Items**

- See AgendaManager at [www.caiu.org](http://www.caiu.org) for additional miscellaneous correspondence

**NEXT MEETING: Thursday, November 20, 2014, 8:00 a.m., Board Room, CAIU Enola**

**DATE SAVER:** Because of the scheduling conflict with the PSBA Conference on October 23, the site visit to the Preschool Classes at Foose Elementary take place on November 20.

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

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**A. RESIGNATIONS:**

**TODD RITTER**, Network Administrator II, Technology Services effective November 3, 2014.  
Reason: Personal.

**JACQUELYN ROBISON**, personal care assistant, Capital Area Partial Program (CAPP) effective September 16, 2014. Reason: Resigned as part of overall settlement of workers' compensation claim.

**BARBARA THOMAN**, personal care assistant, Autism Support effective October 17, 2014.  
Reason: Personal.

**B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:**

**CHRISTOPHER CHASE**, accountant, Business effective October 16, 2014. Base salary of \$45,000 for 12 months of service will be prorated for a total of 184 days. This is a replacement position funded through the General Operating Budget.

**JOCELYN COLYER**, occupational therapist, OT/PT effective November 5, 2014. Base salary of Masters, Step 5, \$49,759 for 189 days of service will be prorated for a total of 124 days. This is a new position funded through the OT/PT Budget.

**LEEANN LETERSKY**, part-time educational paraprofessional, Early Intervention effective October 15, 2014. To be paid at the rate of \$15.52 per hour based on HS+30, Step 7, \$22,011 for 189 days of service. This is a new position funded through the MAWA/District Budget.

**JOYCE RASER**, part-time, long-term substitute ESL teacher, Curriculum Services effective October 15, 2014 through December 15, 2014. To be paid at the rate of \$48.38 per hour based on Masters, Step 15, \$68,583 for 189 days of service. This is a long-term substitute position funded through the ESL Budget.

**HILLARY WILLIAMS**, program assistant, Curriculum Services effective October 20, 2014. Range 2 base salary of \$30,908 for 12 months of service will be prorated for a total of 182 days. This is a replacement position funded through the Pages Budget.

**C. CHANGES OF STATUS:**

**ALEXANDRA CAMERO**, service coordinator, Early Intervention, change in start date to October 16, 2014. Base salary of Bachelors, Step 1, \$42,872 for 189 days of service will be prorated for a total of 139 days.

**STEPHANIE DILLOW** released from current school district to begin employment as a teacher, Emotional Support effective October 27, 2014. Base salary of Bachelors, Step 3, \$44,579 for 189 days of service will be prorated for a total of 142 days.

**KIMBERLY HEINER**, change of status from worker's comp to active status effective October 2, 2014. To be paid at the rate of \$14.59 per hour based on HS, Step 7, \$20,676 for 189 days of service. This is a temporary clerical position.

**PATRICIA LACEY**, mental health treatment specialist, Capital Area Partial Program, furlough due to CAPP restructuring effective December 23, 2014.

**D. CHANGES OF SALARY:**

**TERRI MANDIA**, remedial specialist, ANPS, change of salary for completion of Masters +15 credits effective October 20, 2014. New base salary of Masters +15, Step 12, \$63,066 for 189 days of service will be prorated for a total of 144 days.

**WILLIAM MERCER**, change of salary as the result of a change of status due to demotion from mental health worker, CAPP to educational paraprofessional, Autism Support effective October 20, 2014. MHW salary of \$41,372 for 189 days of service will be prorated for a total of 42 days; EPP salary of HS+30, Step 8, \$22,886 for 189 days of service will be prorated for a total of 147 days. This is a new position funded through the Autism Support Budget.

**PAUL ZANGER**, change of salary as the result of a change of status due to demotion from mental health worker, CAPP to personal care assistant, Autism Support effective October 20, 2014. MHW salary of \$31,766 for 189 days of service will be prorated for a total of 42 days; EPP salary of HS+30, Step 2, \$17,638 for 189 days of service will be prorated for a total of 147 days. This is a replacement position funded through the Autism Support Budget.

## **Executive Director's Report October 23, 2014**

### **PROGRAM SPOTLIGHT**

#### **Capital Area Online Learning Association (CAOLA)**

Capital Area Online Learning Association (CAOLA) is a collaborative effort between CAIU, member school districts and Intermediate Units. CAOLA was created to address the need in Pennsylvania for a challenging and flexible education option for students who want or need something different from traditional schools but don't want to enroll in a full time cyber charter school. CAOLA districts have autonomy and are locally managed by a district team. CAOLA's web-based courses meet the increasing demand for high quality student instruction that incorporate online learning practices and next generation software. The key objectives of the program are to address unmet needs of students by increasing available learning options, meeting various learning modalities, connecting required learning to real-world applications and increasing available options for credit recovery, interventions, homebound, and alternative education. An overview of CAOLA will be shared immediately following the Board meeting.

### **NEWS**

#### **Curriculum Services**

Edison Learning has contracted with CAIU to provide professional development and coaching for their online learning administrators and teachers who are located in Pittsburgh and South Carolina. In preparation for this new partnership, CAIU administrators Cheryl Rudawski, Brian Griffith and Rhonda Brunner recently attended Edison Learning's annual "EdisonLearning Leadership Development Academy" (ELDA). As part of the conference, the team provided two sessions to introduce the EdisonLearning administrators and board members to the Charlotte Danielson "Framework for Teaching". Over the next several months, CAIU will provide professional development for all of the EdisonLearning online teachers and will assist administrators as they begin implementing this new evaluation system, modeled after PA's Educator Effectiveness model.

#### **Counselor Network**

The **Capital Region School Counselors Network** is comprised of school counselors from school districts, charter schools, nonpublic schools, and graduate schools within the CAIU footprint. The mission of the Counselor Network is to provide professional development, networking, advocacy, and leadership opportunities for area K-12 school counselors in an effort to enhance services for students and to build stronger school and community relationships. The network meets monthly throughout the school year. Meeting agendas focus on topics that are relevant to the school counseling profession and reflect the needs of students in the region. Attendance at recent meetings has exceeded 30 counselors. Social service agencies are frequent guests at network meetings, presenting valuable information on local resources and supports for students and families. This year's meetings focus on Educator Effectiveness and supervision and evaluation of school counselors.

#### **Technology Services**

The CAIU hosted report training for **Content Keeper**, the Internet Consortium's new content filter, on Thursday October 9<sup>th</sup>. During the training, districts were shown how to configure the solution to meet their needs as well as how to run reports on Internet traffic. Two CAIU staff also assisted with the training and has become the regional experts on the Content Keeper filter which will allow greater support for our school districts.



**Barracuda Backup Training:** Barracuda representatives were at the CAIU on Wednesday, October 8<sup>th</sup> to conduct a "Deep Dive" training on their backup solution that is used by the CAIU and the majority of our school districts. During the training, Barracuda covered the following areas with district staff from our region:

- Product Demonstration
- Backup History and Roadmap
- Storage Portfolio
- Best Practices
- Resources available to districts when they need assistance

### **Student Services**

**Pupil Services:** Premier Arts and Science Charter School has asked for guidance counselor and administrative time to assist with vacancies in these areas. CAIU Pupil Services will be providing guidance services for four hours per day and administrative supports are pending.

**PresenceLearning:** We continue to receive requests and inquiries from IUs, Districts, and Charter Schools for online therapy opportunities in speech and occupational therapy. We currently have 129 children receiving online therapy using the CAIU and PresenceLearning - compared to only 14 students at the end of last year. We are expecting this to continue to grow and are looking at ways to use our own staff to provide the services.

### **Autism Support**

We recently received very positive written feedback from two outside sources related to the services provided by our Autism Support program and classes.

- One from a non-member district LEA expressing thanks and appreciation to the student's IEP team at Hill Top for their professionalism and demonstration of understanding student needs. The student is enrolled in Adam Shickley's Autism Support class.
- Another from an Assistant Professor of Special Education at Messiah College who recognized the consistent system of Positive Behavior Support that the Messiah College interns have observed in Stephanie Klinedinst's class at Elmwood Elementary.

### **Hill Top Academy**

- This month, visitors from the Keystone Institute are coming to Hill Top to learn about how the CAIU works with school districts and families to provide programming for students here. They will meet with staff and observe in several classrooms.
- October 3<sup>rd</sup>, the Susquehanna Service Dog organization which supports the Hill Top therapy dogs, brought in puppies to visit with the students.
- October 10<sup>th</sup>, staff participated in training in the development of data driven PBSP (positive behavior support plans) and behavior crisis planning.
- The building is also participating in the Great Northeast Shake-Out on October 16<sup>th</sup>, an annual earthquake drill, to remind and practice "Drop, Cover and Hold On".
- Parent conferences are being held on October 29<sup>th</sup>.
- Two days this month we have student wellness activities: Walk at School Day, October 8<sup>th</sup> and Apple Crunch Day on October 21st.

## **NOTIFICATION OF ACTIVITIES**

- Attended the monthly PAIU Executive Directors' meeting. The meeting was held at Seneca Highlands IU #9 in Smethport, PA.
- Attended the monthly PAIU Central Region Executive Directors' meeting
- Attended the School Funding Campaign Statewide Videoconference Event. CAIU was one of 29 sites that hosted this event.
- Visited with Clyde Caldwell, Principal, and staff at Loysville YDC.
- Attended the monthly Professional Advisory Committee meeting at Cumberland Perry Area Vocational Technical School
- Met with Dr. Lesli Shuman, Principal at CPAVTS, to review the implementation of Principal Effectiveness within a vocational technical school setting.
- Attended PAIU-Curriculum Coordinators' meeting as the Executive Director Liaison
- Participated in the third PAIU Planning Process Work Group session
- Attended PASA-PSBA Leadership Conference and the PASA Women's Caucus Executive Board Meeting

Harrisburg Area Community College

Delegate Report - October 22, 2014

President "Ski" Sygielski distributed a meeting packet to the HACC delegate body last week (attached) and announced an optional telephonic meeting on October 22, 2014, at 5:30 p.m. in lieu of a traditional get together. I participated in the telephonic meeting along with about four other delegates, during which time we engaged in a Q&A session. The narrative in the meeting packet sums up the major topics of interest; however, there were two additional items discussed on the call.

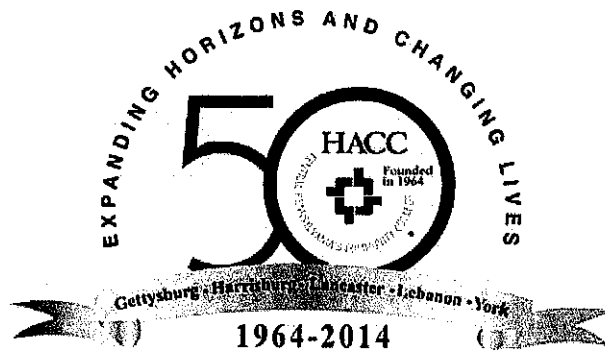
The current amended sponsorship agreement between HACC and the sponsor school districts defines funding terms through the 2016-17 school year. President Ski indicated that the process of negotiating local sponsor operating and capital cost contributions for the next amended agreement will commence after July 2015.

President Ski announced that a new capital campaign will kick off in the spring of 2015 with a \$14 million goal. Proceeds of the campaign are expected to fund renovations to the Cooper Student Center as well as scholarships.

The next HACC delegate body meeting date has not been announced, but I expect it will be held March 2015.

Respectfully submitted,

Brian Shiflett



**AGENDA**  
**Optional Meeting of the Delegate Body**  
**Of Harrisburg Area Community College**  
Wednesday, October 22, 2014  
5:30-6 p.m.

**1. Optional Telephonic Meeting**

For those who have any questions about the information contained in this packet, we will be available between 5:30-6 p.m. to answer any of your questions. To access us, please use the following information to contact us:

- a. Call In Number: 717-221-1305
- b. Conference ID number: 216668#

**2. Fiscal Year 2013-2014 update (see attached)**

The Harrisburg campus had an approved budget of \$55 million for FY 2013-14 with a projected deficit of \$287,536. During the year the campus experienced a decline in enrollments of approximately 5%, which equated to a reduction in revenue of \$2.1 million. Throughout the year the campus realized the potentially significant deficit and adjusted its operations accordingly to save a total of \$3.4 million and ended the year with a net increase to Fund Balance of \$1.5 million. Most of the savings, \$2.7 million, was realized through reductions in payroll expenditures by not filling open positions. The remaining \$700,000 in savings was through various reductions in operating expenses.

**3. Fiscal Year 2014-15 (see attached)**

The Harrisburg campus has an approved budget of \$54 million for FY2014-15 with a projected deficit of \$612,546. The budget includes a \$2 million reduction in revenue and a corresponding \$1 million reduction in expenditures as compared to FY2013-14. The budget includes a 2% pay raise for employees and a 15% percent increase in healthcare costs. Payroll expenses are budgeted at \$500,000 less than previous year and operating expenses are also reduced by \$500,000.

#### **4. Update on Middle States accreditation**

The most recent Middle State Commission action was taken on June 26, 2014.

This action:

- 4.1. Accepted the monitoring report.
  - 4.2. Noted the visit by the Commission's representatives.
  - 4.3. Removed the warning. HACC is now in compliance with Standard 12 (General Education).
  - 4.4. **Reaffirmed accreditation.**
  - 4.5. Requested a progress report, due March 1, 2016. This report must include the assessment of general education outcomes. It must show that HACC is using assessment results to improve teaching and learning (Standard 12).
  - 4.6. Scheduled the next evaluation visit for 2017-18.
- 
5. **School District Reimbursement Operating and Capital Three-Year Payment Schedule**  
(See attached)
  6. **School District Capital Outlay FY 2014-15** (See attached)

HACC  
MONTHLY FINANCIAL REPORT FOR THE MONTH ENDED: June 30, 2014 UNAUDITED  
HARRISBURG CAMPUS CREDIT

ENROLLMENTS				
FY 2013-14				
Type	Budget	Actual YTD	Actual vs Budget	Actual YTD vs Budget
1 Student Cr Hrs (Sponsored)	98,809	84,353	(14,456)	85.4%
2 Student Cr Hrs (Non Spon)	49,012	51,976	2,964	106.0%
3 Student Cr Hrs (Out of State)	4,039	4,046	7	100.2%
4 Student Cr Hrs (College in the High School)	1,547	1,450	(97)	-6.5%
5 Total Student Cr Hrs	153,407	141,825	(11,582)	92.5%
6 School District - Cr Hrs	98,809	84,353	(14,456)	85.4%
<b>REVENUES</b>				
	Annual Budget	Actual YTD	Actual vs Budget \$	Actual YTD vs Budget
10 Tuition - Sponsored Students	\$ 14,080,284	\$ 11,983,764	\$ (2,096,520)	85.1%
11 Tuition - Nonsponsored Students	9,820,472	10,546,730	726,258	107.4%
12 Tuition - Out-of-State	1,197,760	1,346,092	148,332	112.4%
13 Tuition - College in the High School	46,410	43,800	(2,610)	94.4%
14 Fees - Instructional	4,529,140	4,329,127	(200,013)	95.6%
15 Comm of PA [incl. base FTE plus Stipends]	10,775,544	10,775,544	-	100.0%
16 School Districts	6,761,302	6,243,687	(517,615)	92.3%
17 Other Income	3,302,023	3,079,121	(222,902)	93.2%
18 Total Revenues Before Transfers In	50,512,935	48,347,865	(2,165,070)	95.7%
19 Transfers In				
20 Fund Balance Allocation from Virtual	4,308,637	4,308,637	-	100.0%
21 Facilities Allocation ( Bkstore)	121,226	121,226	-	100.0%
22 Total Transfers In	4,429,863	4,429,863	-	100.0%
23 Total Revenues & Transfers In	54,942,798	52,777,728	(2,165,070)	96.1%
<b>EXPENDITURES</b>				
24 Wages [includes 26 of 26 (staff) and 19 of 19 (faculty) pays]	27,276,742	25,681,399	(1,595,343)	94.2%
25 Fringes	9,714,947	8,601,368	(1,113,579)	88.5%
26 Total Payroll Expenditures	36,991,689	34,282,767	(2,708,922)	92.7%
27 Operating Expenditures				
28 Insurance	223,183	248,691	25,508	111.4%
29 Mailing Costs	83,231	26,962	(56,269)	32.4%
30 Telecommunications	61,191	53,889	(7,302)	88.1%
31 Utilities	2,561,341	2,337,494	(223,847)	91.3%
32 Bad Debt	793,500	708,451	(85,049)	89.3%
33 Miscellaneous Expenses (credit card fees, real estate taxes, etc.)	261,478	213,127	(48,351)	81.5%
34 Library Expense	153,550	135,296	(18,254)	88.1%
35 Supplies	1,552,294	1,266,638	(285,656)	81.6%
36 Purchased Services	561,551	603,690	42,139	107.5%
37 Advertising	83,800	96,657	12,857	115.3%
38 Rentals/Leases	2,768,663	2,711,077	(57,586)	97.9%
39 Repairs & Maintenance	454,024	397,498	(56,526)	87.5%
40 Professional Fees	488,893	518,269	29,376	106.0%
41 Meeting & Travel/Conf. Expenses	200,000	181,749	(18,251)	90.9%
42 Total Operating Expenditures	10,246,699	9,499,468	(747,231)	92.7%
43 Total Expenditures Before Transfers Out	47,238,388	43,782,255	(3,456,133)	92.7%
44 Operating Transfers Out				
45 ACA	7,768,679	7,263,752	(504,927)	93.5%
46 Operating Transfers Out	7,768,679	7,263,752	(504,927)	93.5%
47 Total Operating Expenditures & Transfers Out	55,007,067	51,046,007	(3,961,060)	92.8%
48 Net Operating Increase (Decrease)	(64,269)	1,731,721	1,795,990	
49 Non Operating Transfers Out				
50 Debt Service	223,267	177,994	(45,273)	79.7%
51 Total Non Operating Transfers Out	223,267	177,994	(45,273)	
52 Net Change to Fund Balance	(287,536)	1,553,727	1,841,263	
53 Unrestricted Fund Balance at July 1, 2013	2,732,026	5,878,338		
54 Unrestricted Fund Balance at June 30, 2014	\$ 2,444,490	\$ 7,432,065		

HACC  
MONTHLY FINANCIAL REPORT FOR THE MONTH ENDED: August 31, 2014 UNAUDITED  
HARRISBURG CAMPUS CREDIT

ENROLLMENTS		FY 2014-15				
Type	Budget	Projection	Actual YTD	Projection vs Budget	Projection vs Budget %	
1 Student Cr Hrs (Sponsored)	84,668	84,668	32,762	-	100.0%	
2 Student Cr Hrs (Non Spon)	54,157	54,157	29,834	-	100.0%	
3 Student Cr Hrs (Out of State)	4,117	4,117	2,167	-	100.0%	
4 Student Cr Hrs (College in the High School)	1,249	1,249	580	-	100.0%	
5 Total Student Cr Hrs	144,191	144,191	65,343	-	100.0%	
6 School District - Cr Hrs	84,668	84,668	32,762	-	100.0%	
<b>REVENUES</b>		<b>Annual Budget</b>	<b>Projection</b>	<b>Actual YTD</b>	<b>Projection vs Budget \$</b>	<b>Projection vs Budget %</b>
11 Tuition - Sponsored Students	\$ 12,911,870	\$ 12,911,870	\$ 4,991,281	\$ -	100.0%	
12 Tuition - Nonsponsored Students	11,185,519	11,185,519	6,372,527	-	100.0%	
13 Tuition - Out-of-State	1,258,330	1,258,330	734,414	-	100.0%	
14 Tuition - College in the High School	37,470	37,470	15,330	-	100.0%	
15 Fees - Instructional	4,313,820	4,313,820	1,949,631	-	100.0%	
16 Comm of PA [Incl. base FTE plus Stipends]	10,587,144	10,779,296	2,694,826	192,152	101.8%	
17 School Districts	4,742,143	4,742,143	1,384,194	-	100.0%	
18 Other Income	3,196,729	3,196,729	173,636	-	100.0%	
20 Total Revenues Before Transfers In	48,233,025	48,425,177	18,315,839	192,152	100.4%	
21 Transfers In						
22 Fund Balance Allocation from Virtual	4,538,264	4,538,264	756,377	-	100.0%	
23 Bookstore/Harrisburg Allocation	600,000	600,000	100,000	-	100.0%	
24 Facilities Support Staff Allocation	35,000	35,000	5,833	-	100.0%	
25 Facilities Allocation ( Bkstore)	110,918	110,918	18,486	-	100.0%	
26 Total Transfers In	5,284,182	-5,284,182	880,697	-	100.0%	
27 Total Revenues & Transfers In	53,517,207	53,709,359	19,196,536	192,152	100.4%	
<b>EXPENDITURES</b>						
30 Wages [Includes 3 of 26 (staff) and 0 of 19 (faculty) pays]	27,017,136	27,017,136	1,723,244	-	100.0%	
31 Fringes	9,403,568	9,403,568	941,911	-	100.0%	
33 Total Payroll Expenditures	36,420,704	36,420,704	2,665,154	-	100.0%	
34 Operating Expenditures						
37 Insurance	261,144	273,843	263,576	12,699	104.9%	
38 Mailing Costs	34,635	34,635	4,306	-	100.0%	
39 Telecommunications	58,374	58,374	3,981	-	100.0%	
40 Utilities	2,374,500	2,374,500	270,440	-	100.0%	
41 Bad Debt	793,500	793,500	-	-	100.0%	
42 Miscellaneous Expenses (credit card fees, real estate taxes, etc.)	238,959	226,260	46,674	(12,699)	94.7%	
43 Library Expense	147,181	147,181	11,354	-	100.0%	
44 Supplies	1,487,400	1,487,400	209,895	-	100.0%	
45 Purchased Services	468,829	468,829	46,020	-	100.0%	
46 Advertising	45,375	45,375	499	-	100.0%	
47 Rentals/Leases	2,744,262	2,744,262	668,325	-	100.0%	
48 Repairs & Maintenance	418,486	418,486	64,113	-	100.0%	
49 Professional Fees	485,933	485,933	8,400	-	100.0%	
50 Meeting & Travel/Conf. Expenses	203,070	203,070	31,393	-	100.0%	
52 Total Operating Expenditures	9,761,648	9,761,648	1,628,976	-	100.0%	
54 Total Expenditures Before Transfers Out	46,182,352	46,182,352	4,294,130	-	100.0%	
55 Operating Transfers Out						
56 ACA	7,947,401	7,947,401	1,324,567	-	100.0%	
61 Operating Transfers Out	7,947,401	7,947,401	1,324,567	-	100.0%	
63 Total Operating Expenditures & Transfers Out	54,129,753	54,129,753	5,618,697	-	100.0%	
64 Net Operating Increase (Decrease)	(612,546)	(420,394)	13,577,839	192,152		
78 Net Change to Fund Balance	(612,546)	(420,394)	13,577,839	192,152		
80 Unrestricted Fund Balance at July 1, 2014	5,776,364	7,432,065	7,432,065			
81 Unrestricted Fund Balance at June 30, 2015	\$ 5,163,818	\$ 7,011,671	\$ 21,009,904			

HACC  
School District Reimbursement  
Operating and Capital 3-Year Payment Scenario

School District	Fiscal Year 2014-15			Fiscal Year 2015-16			Fiscal Year 2016-17		
	Operating	Capital	Total	Operating	Capital	Total	Operating	Capital	Total
Camp Hill	\$ 82,800	\$ 16,769	\$ 99,569	\$ 89,000	\$ 16,769	\$ 105,769	\$ 55,200	\$ 25,139	\$ 80,339
Carlisle	280,200	65,004	345,204	233,500	65,004	298,504	166,800	97,506	264,306
Central Dauphin	1,378,800	177,574	1,556,374	1,149,000	177,574	1,326,574	919,200	268,025	1,187,225
Cumberland Valley	608,400	142,863	751,263	507,000	142,863	649,863	405,600	213,995	619,595
Derry Township	184,200	63,810	248,010	153,500	63,810	217,310	122,800	94,570	217,370
East Pennsboro	265,000	36,680	301,680	212,500	36,680	249,180	170,000	55,020	225,020
Greenwood	49,200	8,330	57,530	41,000	8,330	49,330	32,800	12,495	45,295
Harrisburg	85,800	11,046	96,846	71,500	11,046	82,546	57,200	16,569	73,769
Lower Dauphin	511,800	51,667	563,467	426,500	51,667	478,167	341,200	77,501	418,701
Mechanicsburg	253,200	51,693	304,893	211,000	51,693	262,693	168,800	77,540	246,340
Middletown	305,400	54,229	359,629	254,500	54,229	308,729	203,600	81,344	284,944
Millersburg	193,800	28,876	222,676	161,500	28,876	190,376	129,200	43,314	172,514
Newport	61,800	8,042	69,842	51,500	8,042	59,542	41,200	12,063	53,263
South Middleton	92,400	10,005	102,405	77,000	10,005	87,005	61,600	15,008	76,608
Steelton-Highspire	114,000	38,614	152,614	95,000	38,614	133,614	76,000	57,397	133,397
Susquehanna	71,400	6,680	78,080	59,500	6,680	66,180	47,600	10,020	57,620
Susquehanna	362,800	49,534	412,334	294,000	49,534	343,534	235,200	74,301	309,501
Upper Dauphin	177,000	19,069	196,069	147,500	19,069	166,569	118,000	28,604	146,604
West Perry	74,400	11,726	86,126	62,000	11,726	73,726	49,600	17,589	67,189
West Shore	174,600	27,683	202,283	145,500	27,683	173,183	116,400	41,525	157,925
Williams Valley	650,400	114,345	764,745	542,000	114,345	656,345	433,600	171,518	605,118
Total	\$ 42,800	\$ 5,971	\$ 48,771	\$ 35,500	\$ 5,971	\$ 41,471	\$ 28,400	\$ 8,957	\$ 37,357
	\$ 6,000,000	\$ 1,000,000	\$ 7,000,000	\$ 5,000,000	\$ 1,000,000	\$ 6,000,000	\$ 4,000,000	\$ 1,500,000	\$ 5,500,000

09/25/2014



**HARRISBURG AREA COMMUNITY COLLEGE  
SCHOOL DISTRICT CAPITAL OUTLAY  
FY 2014-15**

School District	Property Market Value *	Percent	Capital Outlay Based on Property Value
Camp Hill	\$ 647,710,703	1.68%	\$16,759
Carlisle	2,512,332,086	6.50%	65,004
Central Dauphin	6,863,020,931	17.76%	177,574
Cumberland Valley	5,513,749,069	14.27%	142,663
Derry Township	2,466,170,998	6.38%	63,810
East Pennsboro	1,417,629,657	3.67%	36,680
Greenwood	321,936,971	0.83%	8,330
Halifax	426,917,326	1.10%	11,046
Harrisburg	1,996,897,194	5.17%	51,667
Lower Dauphin	1,997,863,096	5.17%	51,693
Mechanicsburg	2,095,899,039	5.42%	54,229
Middletown	1,116,042,241	2.89%	28,876
Millersburg	310,830,180	0.80%	8,042
Newport	386,677,924	1.00%	10,005
South Middleton	1,492,402,596	3.86%	38,614
Steelton-Highspire	258,172,438	0.67%	6,680
Susquehanna	1,914,421,054	4.95%	49,534
Susquenita	736,979,277	1.91%	19,069
Upper Dauphin	453,179,320	1.17%	11,726
West Perry	1,069,915,796	2.77%	27,683
West Shore	4,419,316,711	11.43%	114,345
Williams Valley	230,767,474	0.60%	5,971
<b>Total Revenue</b>	<b>\$38,648,832,081</b>	<b>100.00%</b>	<b>\$1,000,000</b>

\* Based on State Tax Equalization Board 2013 Market Values certified July 31, 2014

Township of Derry Tax Collection Association - Delegate Report

The Township of Derry Tax Collection Association met September 25, 2014, at 6:00 p.m., in the Association office conference room at 610 Clearwater Road. A quorum was present, and Brian Shiflett, Andrea Abruzzo, and Mike Frentz represented the Derry Township School District.

The members approved the June 26, 2014, meeting minutes and the June, July and August 2014 Financial Reports.

The members approved the purchase of seven Windows 7 computers in the amount of \$6,911 from Digital Sunrise. Ms. Melhorn informed the members that Weidenhammer is making good progress with the new tax system software. She is pleased that many actions which required navigating to multiple screens in the current system can be performed using a single screen in the new system. Ms. Melhorn noted that Weidenhammer is incorporating staff feedback and revising the system as development and testing progresses.

Ms. Melhorn reported that full-time employee Jeanette McQuade resigned and was replaced by Lisa Conrad. Tax Association staff consists of three full-time and two part-time employees.

The next meeting is scheduled October 23, 2014, at 6:00 p.m.

Respectfully submitted,

Brian Shiflett  
Andrea Abruzzo