

# **Derry Township School District Board of Directors Meeting November 24, 2014 Summary Minutes - IX**

## *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:** Lee Vasiliades, JoAnn Firestone, Ron Firestone, Daisy Williams, Stephanie Williams, Sarah Williams, Claire Williams, Daniel Wilhame, Ray Faidley, Terence Singer, Alton Peray, Jonas Sheehan, Jason Reifsnyder

**Media in Attendance:** Myla Merkel – *The Sun*, Monica Von Dobeneck – *Patriot News*

## **1. OPENING ITEMS**

### **1.1 Call to Order**

**Minutes:** The November 24, 2014 meeting of the Derry Township Board of School Directors was called to order by Mrs. Sheehan at 7:03 p.m.

### **1.2 Roll Call**

### **1.3 Flag Salute**

### **1.4 Approval of Board of Directors Agenda**

**Minutes:** Following a motion by Mr. Shiflett and a second by Mrs. Eby the recommendation to move Board Agenda item 2.8 after new business but before item 6.1 was approved.

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

## **2. INFORMATIONAL AND PROPOSALS**

### **2.1 Student Recognition**

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

### **2.2 Presentation - Introducing a Teacherpreneur: How Teacher Leaders Can Benefit Derry Township School District (Brianna Crowley)**

**Minutes:** Brianna Crowley provided the Board with an overview of the Teacherpreneur program.

### 2.3 Announcement of Executive Session

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

### 2.4 Recognition of Citizens (Agenda Items)

### 2.5 Standing Committee Meeting Reports

**Minutes:** Mr. Shiflett provided the following updates with regard to the Finance Standing Committee Meeting

- Bond Refinancing Project
- Metro Bank Presentation
- Preview of Audit Report
- Report on Capital Reserve Fund

### 2.6 Student Representatives' Report

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

- Athletics
- Student Play

### 2.7 Finance/Budget Update

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

### 2.8 2015-2016 Budget Discussion

**Minutes:** Mrs. Sheehan led a discussion with regard to the 2015 -2016 budget.

**2.9 Anticipated Agenda Items for the Next Regular Board of Directors Meeting**  
The following items will be on the Agenda for the December 15, 2014 Public Board of Directors Meeting:

1. Presentation - Growth vs Fixed Mindset (Erin Ives & Kim Brown)
2. Discussion - Alternate Fuels Bus Fleet Options
3. Approval of December 2, 2014 - Summary Re-Organization Meeting Minutes
4. Approval of November 2014 Finance Report
5. Approval of Budget Transfers
6. Audit Report
7. Requests for the Use of Facilities
8. Personnel
9. Staff Development

**Minutes:** The anticipated agenda items for the December 15, 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. Eby and a second by Mr. Barrett 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 November 10, 2014 - VIII - Summary Board of Directors Meeting Minutes

4.2 Approval of October 2014 Finance Report

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

General Fund Revenue	\$3,272,994
General Fund Expenditures	5,229,729
Balance of Cash Plus Investments (Includes \$2,339,826 Capital Reserve)	36,534,843

- The listed schedule of investment transactions for the period beginning October 1, 2014 through October 31, 2014 had total interest earnings of \$7,601 comprised of the following:

Money Market	7,005
Capital Reserve	596
PA Local Government Trust	0

The average interest rate for October 2014 was .23%

The October 2014 expenditures for the paid bills for all funds totaled

3. \$2,426,821 excluding net payroll, retirement contributions, and debt service.
4. The November 2014 expenditures for the unpaid bills for all funds totaled \$1,345,567.
5. Estimated expenditures of the General Fund for the month of November 2014 were in the following amounts:

Operating Expenses	1,000,000
Utilities	125,500
Net Payroll (2 pays)	1,288,000
Employer Provided Insurance	401,250
Payroll Deductions	670,000
Employer Payroll Taxes (FICA/RET)	150,000
Debt Service	28,115
Total Estimated Expenditures	\$3,662,865

#### 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 November 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**

1. Garland/DBS, Inc. \$297,741.70  
Draw No. 4
2. Professional Roof Services, Inc. 3,600.00  
Invoice No. 5311

#### 4.5 Approval of Township of Derry Tax Collection Association 2015 Budget

The Administration recommended the approval of the Township of Derry Tax Collection Association Budget for 2015. The proposed budget totals \$336,456 and represents a 0.96% decrease from the 2014 budget of \$339,710. The school district's contribution toward this budget will be \$165,000, unchanged from the current year.

#### 4.6 Approval of High School Club - Cubing Club

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

#### 4.7 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:

- 012 Conflicts of Interests
- 314 Physical Examination
- 314.1 HIV Infection
- 317 Conduct Discipline Procedures
- 318 Penalties for Tardiness

- 319 Outside Activities
- 320 Freedom of Speech (Non-School Settings)
- 321 Political Activities
- 327 Management Team

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

#### 4.8 Approval of Thirty-Day Review of Board Operating Guideline

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

- 005-BOG-1 Board Standing Committees

The Guideline 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:** Oakmont Condo Association #1  
**Date/Time:** January 27, 2015  
 5:45 p.m. - 9:30 p.m.  
**Requested Facility:** High School LGI  
**Event:** Annual Meeting for Condo Association  
**Fee:** None

**Group:** Eduspire  
**Date/Time:** February 21, 28, 2015  
 March 7, 2015  
 7:30 a.m. - 4:00 p.m.  
**Requested Facility:** High School Library or Room D108  
**Event:** Graduate Level Professional Development  
**Fee:** Room Rental: Library \$35 per hour (Approximate \$850) or  
 Classroom: \$25 per hour (Approximate \$600)  
Custodian: \$39.14 per hour (Approximate \$1,056)

**Group:** Eduspire  
**Date/Time:** February 28 and March 21, 2015  
 7:30 a.m. - 5:00 p.m.  
**Requested Facility:** High School LGI, Rooms G146, G148  
**Date/Time:** March 5, 12, 2015  
 3:45 p.m. - 8:00 p.m.  
**Requested Facility:** Middle School LGI  
**Event:** Graduate Level Professional Development

*Fee:* Room Rental:  
High School LGI: \$35 per hour (Approximate \$630)  
High School Classrooms: \$25 per hour/per room (Approximate \$900)  
Middle School LGI: \$35 per hour (Approximate \$280)  
Custodian: \$39.14 per hour (Approximate \$1,175)

***Group:*** Eduspire  
*Date/Time:* March 4, 18, 2015  
4:00 p.m. - 8:00 p.m.  
March 14, 28, 2015  
8:00 a.m. - 5:00 p.m.

*Requested Facility:* High School Room D108  
*Event:* Graduate Course for Educators

*Fee:* Room Rental: \$25 per hour (Approximate \$650)  
Custodian: \$39.14 per hour (Approximate \$1,175)

***Group:*** Hershey Middle School Bands  
*Date/Time:* May 2, 9, 16, 30, 2015  
7:00 a.m. - 3:30 p.m.

*Requested Facility:* Middle School Auditorium, Auditorium Lobby, Cafeteria, Band Room, Choir Room, General Music Rooms, Associated Hallways

*Event:* Music in the Parks

*Fee:* Room Rental: Requesting Waiver  
Custodian: \$39.14 per hour (Approximate \$1,487)

***Group:*** Hershey United Lacrosse Association

*Date/Time:* July 24, 2015  
9:00 a.m. (set up)  
July 25, 2015  
8:00 a.m. - 10:00 p.m.  
July 26, 2015  
8:00 a.m. - 9:00 p.m.

*Requested Facility:* 2 Turf Fields, 2 Grass Fields behind Middle School, Cinder Track Field, JV Baseball Field next to 322 Turf, Middle School Field Hockey Field, Multi-Purpose Field behind High School (map attached)

*Event:* Hershey Youth Lacrosse Tournament

*Fee:* Custodian: 29 Hours per HESPA Contract Rate  
Turf Field: 2 at \$25 per hour (Approximate \$2,030)

## 5. NEW BUSINESS

### 5.1 Approval of Roof & Moisture Survey Agreement - Primary Elementary and Early Childhood Center

The Administration recommended approving the Professional Roof Services proposal for design specification of the Primary Elementary and Early Childhood Center roof as attached.

**Minutes:** Following a motion by Mr. Shiflett and a second by Mr. Franklin the roof and moisture agreement (Primary Elementary and Early Childhood Center) was 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**

### 5.2 Approval of Omega Systems Intradyn RazorSafe Agreement

The Administration recommended the approval of Intradyn RazorSafe Agreement supplied by Omega Systems for an archiving system at a cost of \$7,000 which includes one year support.

**Minutes:** Following a motion by Mr. Shiflett and a second by Mr. Franklin the Omega Systems Intradyn RazorSafe Agreement was 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**

### 5.3 Approval to Review the District's Healthcare Plan

The Administration recommended the Board approve the engagement of Paul Blunt, Esq. to review the District's healthcare plan for a maximum of 40 hours at a rate of \$170/hour.

**Minutes:** Following a motion by Mr. Barrett and a second by Mrs. Neal the approval to review the District's Healthcare Plan was 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</b>	1	Hank Donahue

**Cast**  
**MOTION CARRIED**

**5.4 Approval to Engage in Cooperative Purchasing Agreement**

The Administration recommended the approval of the Resolution and Agreement to engage in cooperative purchasing through the National BuyBoard.

**Minutes:** Following a motion by Mrs. Eby and a second by Mrs. Abruzzo the approval to engage in Cooperative Purchasing Agreement was 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**

**5.5 Request for the Use of District Facility**

The Administration recommended the approval of the following Request for the Use of District Facility:

**Group:** **Hershey Volunteer Fire Company**

**Date/Time:** February 1, 2015 - March 30, 2016

**Requested Facility:** Buildings and Grounds Building - Garage Bay #9

**Event:** Hershey Fire Company will be housing some vehicles and equipment in the facility during the fire house renovation

**Fee:** None

**Minutes:** Following a motion by Mr. Hancock and a second by Mr. Franklin the request for the use of District Facility was 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**

**5.6 Personnel – General**

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

**Classified:**

**Morris, Anastasia** (replacing Brenda Grubb)  
Teachers' Aide  
High School



Level A: 5.75 hours per day  
Salary: \$13.66 per hour  
Effective: 12/08/2014 (pending receipt of Act 34, 151, and 114 clearances)

**Spochart, Heather** (replacing Katherine Pellegrino)  
Special Education Aide  
High School  
Level A: 5.75 hours per day  
Salary: \$15.19 per hour  
Effective: 11/25/2014 (pending receipt of Act 34, 151, and 114 clearances)

**Stull, Rachel** (replacing Kristin Zimmerman)  
Teachers' Aide  
Early Childhood Center  
Level A: 5.75 hours per day  
Salary: \$13.66 per hour  
Effective: 11/25/2014

**Transfer of Classified Staff:**

**Batz, Judith \***  
From: Substitute General Food Service Worker  
District-wide  
To: General Food Service Worker (replacing Charlene Leeper)  
High School  
Level A: 4.0 hours per day  
Salary: \$12.01 per hour  
Effective: 11/25/2014

**Fiorello, Vincenza \***  
From: Substitute General Food Service Worker  
District-wide  
To: General Food Service Worker (replacing Josephine Good)  
High School  
Level A: 4.0 hours per day  
Salary: \$12.01 per hour  
Effective: 11/25/2014

**Good, Josephine \***  
From: General Food Service Worker  
High School  
To: General Food Service Worker  
Early Childhood Center  
Effective: 11/12/2014 (retroactive)

**Hickey, Carolyn \***  
From: General Food Service Worker  
Early Childhood Center



## 6.2 Capital Area Intermediate Unit

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

## 6.3 Derry Township Tax Association

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

## 6.4 Dauphin County Tax Collection Committee Report

**Minutes:** Mrs. Eby attached her report with regard to the Dauphin County Tax Collection Committee Report.

# 7. SPECIAL REPORTS

## 7.1 Board Members' Report

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

- Mrs. Eby - Attendance at December 3, 2014 meeting
- Mr. Hancock - Derry Township Park and Recreation Advisory Board update
- Mr. Barrett - Technology in the Board Room
- Mr. Shiflett - Downtown Hershey Association

## 7.2 Superintendent's Report

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

- Recognition of Student

## 7.3 Board President's Report

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

- Tech4U technology classes

# 8. RECOGNITION OF CITIZENS

# 9. ADJOURNMENT

**Minutes:** Following a motion by Mr. Franklin and a second by Mr. Shiflett the meeting was adjourned at 8:41 p.m.

Respectfully submitted,

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Michael Frentz  
Secretary to the Board  
Approved at the December 15, 2014 meeting

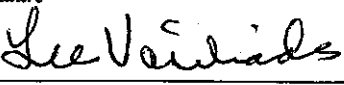

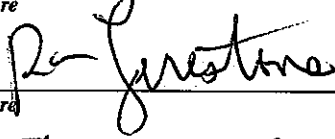

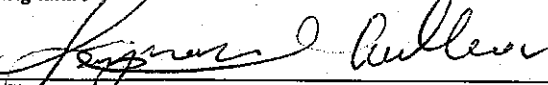

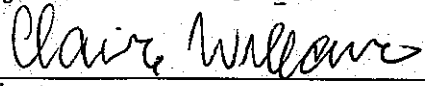
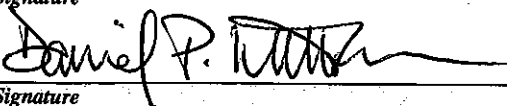
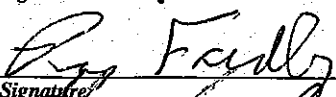

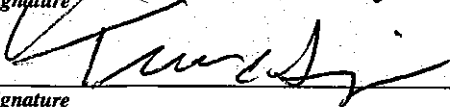
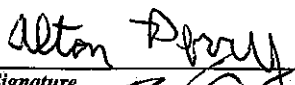
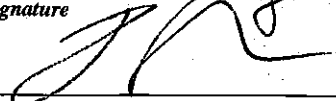
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Maryellen B. Sheehan  
President of the Board of Directors

JWR

# Derry Township School District School Board Meeting November 24, 2014

**Please Sign In AND Print Your Name**

Signature	Printed Name
	Lee Vasiliades
	JoAnn FIRESTONE
	RON FIRESTONE
	Daisy Williams
	Stephanie Williams
	Sarah Williams
	Claire Williams
	Daniel P. Wilhemy
	RAY FAIOLEY
	Myke McKee
	Terence A. Singer
	Alton Perry
	J Sh

**RESOLUTION OF THE DERRY TOWNSHIP SCHOOL DISTRICT BOARD  
OF SCHOOL DIRECTORS**

Authorizing Participation in the National Purchasing Cooperative  
and in the National Buyboard Purchasing Program

WHEREAS, the Board of School Directors of the Derry Township School District ("District") desires that the District join the National Purchasing Cooperative ("National Coop") in order to enable the District to engage in cooperative purchasing through the National Coop's "National BuyBoard" program, a program created for the benefit of school districts and other governmental entities nationwide; and

WHEREAS, certain agreements exist between the National Coop and the Local Government Purchasing Cooperative ("Texas Coop"), an administrative agency of local governments organized under the laws of the State of Texas for purposes of cooperative purchasing, and pursuant to such agreements local government entities of other states joining the National Coop thereby acquire the right to make purchases through the Texas Coop via the "Buyboard" application owned and administered by the Texas Association of School Boards; and

WHEREAS, Chapter 19 of Pennsylvania's "Commonwealth Procurement Code", 62 Pa.C.S. §1901 et. seq., authorizes school districts and other political subdivisions to engage in cooperative purchasing with external procurement activities such as the Texas Coop and deems such purchases to be in compliance with Pennsylvania bidding and other governmental procurement requirements so long as the external procurement activity complies with the governing laws of its state relating to cooperative purchasing; and

WHEREAS, the agreements between the National Coop and the Texas Coop require and assure that the Texas Coop complies with the laws of Texas governing cooperative purchasing by local governments, and further require and assure that any other external procurement activity through which the Texas Coop in turn arranges cooperative purchasing will do so in compliance with the governing laws of the state in which the activity is located;

THEREFORE BE IT RESOLVED, that the Board of School Directors hereby directs that the District become a member of the National Coop by entering into the National Purchasing Cooperative Organizational Interlocal Agreement (which is incorporated herein by reference), which agreement shall be executed by the appropriate officers of the Board.

Adopted and approved this 24<sup>th</sup> day of November.

By: Marguerite Shuck School Board President

Attest: John T., School Board Secretary



## NATIONAL PURCHASING COOPERATIVE INTERLOCAL PARTICIPATION AGREEMENT

This Interlocal Participation Agreement ("Agreement") is made and entered into on the date indicated below by and between The National Purchasing Cooperative ("Cooperative"), an administrative agency of cooperating local governments, acting on its own behalf and the behalf of all participating local governments, and the undersigned local government ("Cooperative Member").

### I. RECITALS

WHEREAS, the National Purchasing Cooperative was formed on May 26, 2010, pursuant to MD. CODE ANN., STATE FIN. & PROC. § 13-110 (West 2009), and R.I.GEN.LAWS § 16-2-9.2 (2009); and

WHEREAS, the purpose of this Agreement is to facilitate compliance with state procurement requirements, to identify qualified vendors of commodities, goods and services, to relieve the burdens of the governmental purchasing function, and to realize the various potential economies, including administrative cost savings, for Cooperative Members;

NOW THEREFORE, in consideration of the mutual covenants, promises and obligations contained herein, the undersigned Cooperative Member and the Cooperative agree as follows.

### II. TERMS AND CONDITIONS

1. **Adopt Organizational Interlocal Cooperation Agreement.** The Cooperative Member by the execution or acceptance of this Agreement hereby adopts and approves the Organizational Interlocal Agreement dated May 26, 2010, which agreement is incorporated herein by reference (and is available from the Cooperative upon request). The Organizational Interlocal Agreement established the Cooperative as an administrative agency of its collective participants, and Cooperative Member agrees to become a participant or additional party to that Organizational Interlocal Agreement.
2. **Term.** The initial term of this Agreement shall commence on the date it is executed by both parties and shall automatically renew for successive one-year terms unless sooner terminated in accordance with the provisions of this Agreement.
3. **Termination.**
  - (a) **By the Cooperative Member.** This Agreement may be terminated by the Cooperative Member at any time by thirty (30) days prior written notice to the Cooperative, provided any amounts owed to any vendor have been fully paid.

(b) **By the Cooperative.** The Cooperative may terminate this Agreement by:

(1) Giving ten (10) days notice by certified mail to the Cooperative Member if the Cooperative Member breaches this Agreement; or

(2) Giving thirty (30) days notice by certified mail to the Cooperative Member with or without cause.

(c) **Termination Procedure.** If the Cooperative Member terminates its participation under this Agreement or breaches this Agreement, or if the Cooperative terminates participation of the Cooperative Member, the Cooperative Member shall bear the full financial responsibility for all of its purchases made from vendors under or through this Agreement. The Cooperative may seek the whole amount due, if any, from the terminated Cooperative Member. In addition, the Cooperative Member agrees it will not be entitled to a distribution which may occur after the Cooperative Member terminates from the Cooperative.

4. **Payments by Cooperative Member.** The Cooperative Member will make timely payments to the vendor for the goods, materials and services received in accordance with the terms and conditions of the bid invitation, instructions, and all other applicable procurement documents. Payment for goods, materials and services and inspections and acceptance of goods, materials and services ordered by the procuring Cooperative Member shall be the exclusive obligation of the procuring Cooperative Member, and not the Cooperative. Furthermore, the Cooperative Member is solely responsible for negotiating and securing ancillary agreements from the vendor on such other terms and conditions, including provisions relating to insurance or bonding, that the Cooperative Member deems necessary or desirable under state or local law, local policy or rule, or within its business judgment.
5. **Payments by Vendors.** The parties agree that the Cooperative will require payment from vendors which are selected to provide goods, materials or services to Cooperative Members. Such payment (hereafter "Vendor Fees") may be up to two percent (2%) of the purchase price paid by Cooperative Members or a flat fee amount that may be set from time to time by the Cooperative Board of Directors. Cooperative Member agrees that these Vendor Fees fairly compensate the Cooperative for the services and functions performed under this Agreement and that these Vendor Fees enable the Cooperative to pay the administrative, endorsement, licensing, marketing, and other expenses involved in successfully operating a program of electronic commerce for the Cooperative Members. Further, Cooperative Member affirmatively disclaims any rights to such Vendor Fees, acknowledging all such fees are the property of the Cooperative. Similarly, in no event shall a Cooperative Member be responsible for payment of Vendor Fees.
6. **Distribution.** From time to time, and at the sole discretion of the Cooperative Board of Directors, the Cooperative may issue a distribution to Cooperative Members under a plan developed by the Cooperative Board of Directors. The Cooperative Member acknowledges that a distribution is never guaranteed and will depend on the overall financial condition of the Cooperative at the time of the distribution and the purchases made by the Cooperative Member.
7. **Administration.** The Cooperative may enter into contracts with others, including non-profit associations, for the administration, operation and sponsorship of the purchasing program provided by this Agreement. The Cooperative will provide reports, at least annually, to the Cooperative Member electronically or by



mail. Cooperative Member will report purchase orders generated under this Agreement to the Cooperative or its designee, in accordance with instructions of the Cooperative.

8. **BuyBoard®.** Cooperative Member will have a non-exclusive license to use the BuyBoard electronic purchasing application (BuyBoard) during the term of this Agreement. Cooperative Member acknowledges and agrees that the BuyBoard electronic application and trade name are owned by the Texas Association of School Boards, Inc., and that neither the Cooperative nor the Cooperative Member has any proprietary rights in the BuyBoard electronic application or trade name. The Cooperative Member will not attempt to resell, rent, or otherwise distribute any part of BuyBoard to any other party; nor will it attempt to modify the BuyBoard programs on the server or acquire the programming code. The Cooperative Member may not attempt to modify, adapt, translate, distribute, reverse engineer, decompile, or disassemble any component of the application. The Cooperative Member will use BuyBoard in accordance with instructions from the Cooperative (or its designee) and will discontinue use upon termination of participation in the Cooperative. The Cooperative Member will maintain equipment, software and conduct testing to operate the BuyBoard system at its own expense.

### III. GENERAL PROVISIONS

1. **Amendment by Notice.** The Board may amend this Agreement, provided that prior written notice is sent to the Cooperative Member at least 60 days prior to the effective date of any change described in such amendment and provided that the Cooperative Member does not terminate its participation in the Cooperative before the expiration of said 60 days.
2. **Authorization to Participate and Compliance with Local Policies.** Each Cooperative Member represents and warrants that its governing body has duly authorized its participation in the Cooperative and that the Cooperative Member will comply with all state and local laws and policies pertaining to purchasing of goods and services through its membership in the Cooperative.
3. **Bylaws.** The Cooperative Member agrees to abide by the Bylaws of the Cooperative, as they may be amended, and any and all written policies and procedures established by the Cooperative. Notwithstanding the foregoing, the Cooperative shall provide written notice to the Cooperative Member of any amendment to the Bylaws of the Cooperative and any written policy or procedure of the Cooperative that is intended to be binding on the Cooperative Member. The Cooperative shall promptly notify all Cooperative Members in writing of any Bylaw amendment, policy or procedure change.
4. **Cooperation and Access.** The Cooperative Member agrees that it will cooperate in compliance with any reasonable requests for information and/or records made by the Cooperative. The Cooperative reserves the right to audit the relevant records of any Cooperative Member. Any breach of this provision shall be considered material and shall make the Agreement subject to termination on ten (10) days written notice to the Cooperative Member.
5. **Coordinator.** The Cooperative Member agrees to appoint a program coordinator who shall have express authority to represent and bind the Cooperative Member, and the Cooperative will not be required to contact any other individual regarding program matters. Any notice to or any agreements with the coordinator shall be binding upon the Cooperative Member. The Cooperative Member reserves the right to change the coordinator as needed by giving written notice to the Cooperative. Such notice is not effective until actually received by the Cooperative.

6. **Current Revenue.** The Cooperative Member hereby warrants that all payments, fees, and disbursements required of it hereunder shall be made from current revenues budgeted and available to the Cooperative Member.
7. **Defense and Prosecution of Claims.** The Cooperative Member authorizes the Cooperative to regulate the commencement, defense, intervention, or participation in a judicial, administrative, or other governmental proceeding or in an arbitration, mediation, or any other form of alternative dispute resolution, or other appearances of the Cooperative in any litigation, claim or dispute which arises from the services provided by the Cooperative on behalf of its members, collectively or individually. Neither this provision nor any other provision in this Agreement will create a legal duty for the Cooperative to provide a defense or prosecute a claim; rather, the Cooperative may exercise this right in its sole discretion and to the extent permitted or authorized by law. The Cooperative Member shall reasonably cooperate and supply any information necessary or helpful in such prosecution or defense. Subject to specific revocation, the Cooperative Member hereby designates the Cooperative to act as a class representative on its behalf in matters arising out of this Agreement.
8. **Governance.** The Board of Directors (Board) will govern the Cooperative in accordance with the Bylaws.
9. **Jurisdiction/Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Rhode Island.
10. **Legal Authority.** The Cooperative Member represents and warrants to the Cooperative the following:
  - a) The Cooperative Member has conferred with legal counsel and determined it is duly authorized by the laws of the jurisdiction in which the Cooperative Member lies to participate in cooperative purchasing, and specifically, the National Purchasing Cooperative.
  - b) The Cooperative Member possesses the legal authority to enter into this Agreement and can allow this Agreement to automatically renew without subsequent action of its governing body.
  - c) Purchases made under this Agreement will satisfy all procedural procurement requirements that the Cooperative Member must meet under all applicable local policy, regulation, or state law.
  - d) All requirements—local or state—for a third party to approve, record or authorize the Agreement have been met.
11. **Disclaimer.** THE COOPERATIVE, ITS ENDORSERS AND SPONSORS, (INCLUDING, THE NATIONAL SCHOOL BOARDS ASSOCIATION, THE MARYLAND ASSOCIATION OF BOARDS OF EDUCATION, AND THE RHODE ISLAND ASSOCIATION OF SCHOOL COMMITTEES) AND SERVICING CONTRACTOR(S) (INCLUDING, THE NATIONAL SCHOOL BOARDS ASSOCIATION AND THE TEXAS ASSOCIATION OF SCHOOL BOARDS, INC.) DO NOT WARRANT THAT THE OPERATION OR USE OF COOPERATIVE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.

THE COOPERATIVE, ITS ENDORSERS, SPONSORS AND SERVICING CONTRACTORS, HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

12. **Limitation of Liability.** Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties agree that:
- (a) Neither party waives any immunity from liability afforded under law;
  - (b) In regard to any lawsuit or formal adjudication arising out of or relating to this Agreement, neither party shall be liable to the other under any circumstance for special, incidental, consequential, or exemplary damages;
  - (c) The maximum amount of damages recoverable will be limited to the amount of fees which the Cooperative received as a direct result of the Cooperative Member's purchase activity, within 12 months of when the lawsuit or action was filed; and
  - (d) In the event of a lawsuit or formal adjudication the prevailing party will be entitled to recover reasonable attorney's fees pursuant to the applicable law of the State of Rhode Island.

Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties further agree to limit the liability of the Cooperative's Endorsers, Sponsors and Servicing Contractors (defined in Paragraph 11, above) up to the maximum amount each received from or through the Cooperative, as a direct result of the undersigned Cooperative Member's purchase activity, within 12 months of the filing of any lawsuit or action.

13. **Limitation of Rights.** Except as otherwise expressly provided in this Agreement, nothing in this Agreement is intended to confer upon any person, other than the parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.
14. **Merger/Entirety.** This Agreement, together with the Cooperative's Bylaws and Organizational Interlocal Agreement, represents the complete understanding of the Cooperative and Cooperative Member. To the extent there exists any conflict between the terms of this Agreement and that of prior agreements, the terms of this Agreement shall control and take precedence over all prior participation agreements.
15. **Notice.** Any written notice to the Cooperative shall be made by first class mail, postage prepaid, and delivered to the National Purchasing Cooperative, 1680 Duke Street, Alexandria, VA, 22314. Notices to Cooperative Member may be made by first class mail, postage prepaid, and delivered to the Cooperative Member's Coordinator or chief executive officer (e.g., superintendent, city manager, county judge or mayor).
16. **Severability.** If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect.
17. **Signatures/Counterparts.** The failure of a party to provide an original, manually executed signature to the other party will not affect the validity, enforceability or binding effect of this Agreement because either party may rely upon a facsimile signature as if it were an original. Furthermore, this Agreement may be executed in several separate counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.
18. **Warranty.** By the execution and delivery of this Agreement, the undersigned individuals warrant that they have been duly authorized by all requisite administrative action required to enter into and perform

the terms of this Agreement.

IN WITNESS WHEREOF, the parties, acting through their duly authorized representatives, accept this Agreement.

**TO BE COMPLETED BY THE COOPERATIVE:**

The National Purchasing Cooperative, acting on behalf of all other Cooperative Members

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Director, State Association Partnership Services

*[Additional signature page follows.]*

**TO BE COMPLETED BY COOPERATIVE MEMBER:**

*[Signature required unless accepted as an Amendment by Notice as described in the Agreement.]*

Perry Township School District  
(Name of Local Government)

By: Maryellen Sheehan Date: 11/24/14  
Signature of authorized representative of Cooperative Member

Maryellen Sheehan, President  
Printed name and title of authorized representative

Coordinator for the  
Cooperative Member is:

Mike Frentz  
Name

Business Manager  
Title

30 East Granada Ave  
Mailing Address

Hershey  
City

PA 17033  
State Zip Code

717-531-2243  
Telephone

717-568-2362  
Fax

mfrentz@hershey.k12.pa.us  
Email

*[Last page. Nothing follows.]*

# DAUPHIN COUNTY TECHNICAL SCHOOL

Delegate Report  
November 2014



The Dauphin County Technical School Joint Operating Committee (JOC) met in Executive Session, Work Session and Regular Session on November 12, 2014. Brian Shiflett and Julie Neal attended all meetings

Representatives from Trout, Eberole & Groff presented the audited financial report for 2013-14. Carol Rowland noted that it was an extremely clean audit.

The JOC conducted first readings of several policies, including Policy 101, Mission Statement/Vision Statement/Shared Values, Policy 102, Academic Standards, and Policy 626, Bond Post-Issuance Compliance. The JOC conducted second readings and approved revisions to Policy 104, Nondiscrimination in Employment/Contract Practices, Policies 248, 348, 448 & 548, Unlawful Harassment, and Policy 622, Capital Assets.

The JOC approved a fleet vehicle replacement plan, which the JOC requested from the Administration during a recent meeting.

The JOC authorized the Administration to seek bids for the replacement of a paint booth for the Collision and Refinishing Technology shop. The Occupational Advisory Committee for the Collision and Refinishing Technology program has deemed the existing primary paint booth as obsolete and deficient for the purposes of training skilled workers. The school applied for and was awarded a state supplemental equipment matching grant in the amount of \$46,699.95. The project must be completed by June 30, 2015, and the school's Capital Reserve will fund the remaining project costs, estimated to be up to \$70,000.

Other JOC actions are listed on the enclosed board brief.

The Joint Board will meet for reorganization purposes on Wednesday, December 17, 2014, 7:00 p.m. The JOC meetings will follow the Joint Board meeting.

Respectfully submitted,

Brian Shiflett





**Joint  
Operating  
Committee**

**Central Dauphin**

**Brian Faleshock  
William Roberts, Jr.**

**Derry Township**

**Julie Neal  
Brian Shiflett**

**Halifax Area**

**Ricky Grosser  
Jason Sweigard**

**Lower Dauphin**

**Todd Kreiser  
Keith Oellig**

**Middletown Area**

**Newton Davis  
Pamela Price**

**Susquehanna Twp.**

**Kathy DelGrande  
Jesse Rawls, Sr.**

**Superintendent of  
Record**

**Cindy Mortzfeldt**

**Legal Counsel**

**P. Daniel Altland, Esq.**

# Board Briefs

**November 12, 2014**

**PERSONNEL [approved]**

- FMLA request for: Cynthia Meas, Medical Occupations Technology Instructor [November 10, 2014]
- 2014-2015 Mentors: Tiffany Houtz, Brenda Scheidler (temporary mentor)
- credit reimbursement payments for: **full** – Emilie Tekely; **initial 50%** – MeriBeth Furlong, Kristi McConnell, Jessical Reitzel, Raechelle Traynham-Sanford; **approval** – Ty Christman, Stephanie Mader, Gwen Mosteller, Cathy Wolfgang
- Educational Improvement Incentive for Priscilla Rodriguez

**FINANCIAL [approved]**

- financial report and bills for payment as of October 31, 2014
- budget transfers as presented

**MISCELLANEOUS [approved]**

- Policy 104 - Nondiscrimination in Employment/Contract Practices as presented
- Policies 248 [Students], 348 [Administrative Employees], 448 [Professional Employees], and 548 [Classified Employees] - Unlawful Harassment as presented
- Policy 622 – Capital Assets as presented
- CAFCO Participation Agreement as presented
- Fleet Replacement Plan as presented
- Solicit bids for a paint booth
- New student activities – National Technical Honor Society and Class of 2018
- Use of facilities by: ACE Mentoring, Lower Paxton Township Parks & Recreation, Central Dauphin Area Basketball Association, HACC Police Academy Graduation, and Susquehanna Service Dogs
- Contract with M&T Bank for School Revenue Bonds, Series of 2015 Trustee
- Federal and State Grant Budgets for fiscal year 2014-2015

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# CAIU BOARD HIGHLIGHTS

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The following actions were taken at the **November 20, 2014** meeting held at the Enola Office of the Capital Area Intermediate Unit.

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## Reports/Updates

- John W. Bonawitz, CPA, and Jeff Walker from Brown Schultz Sheridan & Fritz provided an overview of the 2013-2014 CAIU Annual Audit Report.
- Alicia McDonald, Director of Student Services, shared that Board members are invited to a Thanksgiving luncheon at Hill Top on November 25<sup>th</sup>. The Deaf and Hard of Hearing program will have a Holiday cookie exchange on Thursday, December 11. Currently, we are piloting a new English Language Arts Curriculum in four of our classrooms. During this pilot we will support our staff and students in implementing the integration of instructional technology. Each classroom is piloting a different technology structure. She also noted the upcoming changes to CAPP as the program transitions to an educational model.
- Theresa Kinsinger, Director of HR, Business and Communications, shared that Open Enrollment will be completed next week. There was a smooth transition to a new employee portal. There are significant changes and updates to child protective laws. Background checks will be required every three years for current employees. Applicants, who will be working with children, must disclose all previous employers where he/she had contact with children. The new form to be used for this process will be sent out by PDE by December 22<sup>nd</sup>.
- Brian Griffith, Director of Curriculum Services, shared an overview of how professional development opportunities are disseminated to districts. A Google Summit was held this week with over 140 attendees. The School Performance Profile (SPP) data has been released and there are upcoming trainings on the Pennsylvania Value Added Assessment System (PVAAS).
- David Martin, Director of Technology Services, shared information about a Disaster Recovery Team with the goal of creating a Disaster Recovery Plan. There will be two presentations: one from Microsoft and a second one from VMware, to provide information to assist the team in the development of the plan. The PAIUnet, which is the infrastructure that connects all Intermediate Units, was rebid recently and the new vendor was selected. The bandwidth will be increasing to a 10 gig connection. In addition to the PAIUnet, there was also a bid for internet services. The pricing for the internet with the new vendor is reported to be one of the lowest in the country. The 3<sup>rd</sup> annual iPad Summit will be held on December 15<sup>th</sup>.
- Daren Moran, Business Manager, recently attended a conference for PAIU Business Managers. He also shared an update regarding the Limited Procedures Engagement audit. The auditors began their work on Tuesday. They will be reviewing seven contracts that were entered into between the PDE and the CAIU from 2009-2014. The board finance committee will meet with the administration immediately following the board meeting to review the proposed 2015-16 General Operating Budget.
- Dr. Rhonda Brunner, Assistant Executive Director, shared information about a Data Breach simulation held at the CAIU. There are several new policies on the agenda. There are plans in the near future to merge the Employee sections of the policy manual. We also plan to purchase Administrative Regulations for CAIU administrative review, modification, and approval.
- Cindy Mortzfeldt, Executive Director, provided some information about the CAIU preschool classes held at the Options Day Care located at the Capital Area Children's Center. These classes provide for an inclusive setting for some of our preschoolers. She also visited the



preschool classes at Delbrook Preschool and Lemoyne Preschool Centers. She shared information about the Superintendents' Conference held at the end of October and in particular the Build-A-Bike Team Building activity. All staff communications meetings were held face-to-face along with a virtual option. One meeting was also recorded for later viewing by staff. This is American Education week and a time to thank our educators for the work they do every day.

- Len Kapp, Supervisor of Operations & Transportation, shared that the maintenance staff completed fall projects and he has included plans for future projects in the 2015-2016 budget.

**Executive Session** – Executive session was held to discuss the review of a compensation plan and a personnel matter.

**Board Committee Reports** – The Board Finance Committee will meet immediately following today's Board meeting. The Act 93 Committee met with representatives from the Act 93 group to begin review of the Act 93 Compensation Plan.

**Approved Action Items**

- Appointment of new Board Member, Mr. Terry Cameron, Greenwood School District, to fill a partial term beginning November 20, 2014, and ending June 30, 2017.
- Minutes from the October 23, 2014 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$6,680,647.48 in receipts and \$4,660,570.88 in expenditures for October 2014
- Summary of Operations for the 2014-15 fiscal year showing revenues of \$19,867,230.58 and expenses of \$16,483,840.30
- Budget Administration: No Budgets this month
- Other Fiscal Matters: No other fiscal matters this month
- Policies & Programs
  - Second Reading, New Policy #805 – Emergency Preparedness
  - Second Reading, Revised Policy #121 – Off-Site Experiences
  - Second Reading, Existing Position, New Description – Educational Consultant: Curriculum & Technology
  - Second Reading, New Position, New Description – Network Administrator II
  - First Reading, Revised Policy #000 – Board Policy/Procedure/Administrative Regulations
  - First Reading, New Policy #701 – Facilities Planning
  - First Reading, New Policy #805.1 – Relations with Law Enforcement Agencies
  - First Reading, New Position, New Description – Behavior Consultant
- Personnel Items – see attached report

**Executive Director's Report**

- See attached written report.

**President's Report**

- Mrs. Jean Rice thanked the board members for their attendance. She wished them all a happy holiday.

**Board Member Sharing of Information**

- Nancy Otstot, East Pennsboro Area School District, shared that she was very appreciative of the opportunity to attend the annual PSBA Conference held in October. She shared the new PSBA Platform. PSBA will urge the General Assembly to address pension reform, enact meaningful charter school reform to remove inequities within the system, reform the charter school formula for special education, and provide adequate and fair funding.

### **Information Items**

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

**NEXT MEETING:** Thursday, December 18, 2014, 8:00 a.m., Board Room, CAIU Enola

**DATE SAVER:** Immediately following the December Board Meeting, an overview and training for AgendaManager will be offered.

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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:**

**BRETNEY ENDY**, educational paraprofessional, Autism Support effective November 5, 2014. Reason: Accepted a position outside of the CAIU.

**MARIANNE McKENNA**, part-time educational paraprofessional, Early Intervention effective November 5, 2014. Reason: Personal.

**ANNA STROUSE**, part-time inclusion EPP, Early Intervention effective November 13, 2014. Reason: Personal.

**KATHLEEN WEBER**, educational paraprofessional, Early Intervention effective March 3, 2015. Reason: Retirement after more than four years of CAIU service.

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

**KIMBERLY HARFORD**, part-time educational paraprofessional floater, Student Services effective November 24, 2014. Base salary of HS+30, Step 1, \$17,299 for 189 days of service will be prorated for 5.75 hours per day for a total of 122 days. This is a new position funded through the Student Services Budget.

**AMANDA KELLER**, educational paraprofessional, Autism Support effective December 2, 2014. Base salary of HS+30, Step 1, \$17,299 for 189 days of service will be prorated for a total of 119 days. This is a replacement position funded through the Autism Support Budget.

**MORGAN MORAN**, speech therapist, Student Services, effective December 8, 2014. Base salary of Masters, Step 2, \$46,604 for 189 days of service will be prorated for a total of 117 days. This is a new position funded through the School-age Speech/Language Budget.

**LEE ANN SCHWER**, personal care assistant, Deaf/Hard of Hearing Support effective November 24, 2014. Base salary of HS+30, Step 7, \$22,011 for 189 days of service will be prorated for a total of 123 days. This is a replacement position funded through the DHH Budget.

**ANN TENAN**, educational consultant, Curriculum Services effective January 5, 2015. Base salary of Bachelors, Step 14, \$63,293 for 189 days of service will be prorated for a total of 108 days. This is a new position funded through the Title III Budget.

**MICHAEL ZIMMERMAN**, personal care assistant, Multiple Disability Support effective October 27, 2014. Base salary of HS+30, Step 1, \$17,299 for 189 days of service will be prorated for a total of 142 days. This is a new position funded through the MDS Budget.

### **C. CHANGES OF STATUS:**

**ALEXANDRA CAMERO**, service coordinator, Early Intervention, correction in start date from October 16, 2014 to October 15, 2014. Base salary of Bachelors, Step 1, \$42,872 for 189 days of service will be prorated for a total of 139 days.

**CHRISTOPHER MONASMITH**, from Network Administrator I to Network Administrator II, Technology Services effective November 20, 2014. New salary of \$61,000 for 12 months of service will be prorated for a total of 158 days. This position is funded through the Technology Entrepreneurial Budget.

**THOMAS SMITH**, from day-to-day substitute guest teacher to part-time personal care assistant, Autism Support effective November 5, 2014. To be paid at the rate of \$13.67 per hour based on HS+30, Step 4, \$19,388 for 189 days of service. This is a new position funded through the AS Budget.

**D. CHANGES OF SALARY:**

**ASHLEY MARTZ**, speech therapist, Early Intervention, payment of ASHA Stipend for the effective January 5, 2014. Stipend of \$2,500 will be prorated for a total of 97 days for the 2014/2015 school year.

**TODD KEHLER**, Supervisor, Student Services, suspension, one (1) day without pay, on November 24, 2014.

**E. LEAVES OF ABSENCE:**

**RACHEL DIEM**, speech pathologist, Early Intervention, child-rearing leave of absence effective December 10, 2014 through February 27, 2015. Leave is requested with pay using accumulated sick leave December 10, 2014 through January 19, 2015 for a total of 19 days and without pay effective January 20, 2015 through February 27, 2015 for a total of 26 days. Leave is requested in accordance with CAIU and FMLA Policies.

**MARIA LAZZAREVICH**, speech pathologist, Early Intervention, medical leave of absence following end of child-rearing leave effective November 19, 2014 through March 5, 2015. Leave is requested in accordance with CAIU Policy.

## Executive Director's Report November 20, 2014

### PROGRAM SPOTLIGHT

#### Preschool Early Intervention Program

The Capital Area Intermediate Unit Preschool Early Intervention Program provides a wide array of programs and services for children from their third birthday until entry into school. Children transition from Infant and Toddler Early Intervention Services provided by County programs; are referred by physicians, early childhood programs and parents. We conduct Child Find activities in the community to screen children to determine a need for further evaluation. Services for children during the preschool years are provided without cost to their families when the child is determined to meet eligibility requirements. IEPs are written to define services, including related services as appropriate.

In 2013-14, the Preschool Early Intervention served 2,011 children. That is 99 more children than the previous year. To date, we have served 1,488 children. There are 975 children currently enrolled in the program.

I had the opportunity to visit the staff and children at three of our preschool locations this month: Delbrook Preschool Center, Lemoyne Preschool Center and Options Daycare and Preschool Program at the Capital Area Children's Center. The Preschool Early Intervention program team has identified a site in Mechanicsburg for a new preschool classroom to support additional children identified for EI services.

### NEWS

#### Fall Superintendent's Leadership Conference



The CAIU Superintendent's Leadership Conference was held this year from October 28-30, 2014, in Annapolis, MD. The initial session included a "Build-A-Bike" team building activity. The Superintendents were placed on teams and through a series of competitive activities "earned" the parts to a bicycle so they could put together their bike. At the conclusion of the activity, children from the local Boys and

Girls Club participated to judge the final presentation of each team. The highlight of the activity was when the children and superintendents learned that the children would receive the bikes. The children were extremely grateful and excited to be the proud owners of these new bikes.

The content for this year's conference was ***"Principal Effectiveness: Framework for Leadership"***. This Act 45 course, led by Cheryl Rudawski, CAIU Curriculum Specialist, began during the conference, and superintendents will complete job-embedded activities to finish the course later this year. Superintendents explored PDE's Framework for Leadership rubric and had discussions about how this principal effectiveness system can fit into and enhance existing systems already in place. The session also provided an introduction to both the correlation data component of the principal's evaluation as well as the elective data component.



### **Real Life / Real Issues: Drugs and Young People**

In response to concerns from High School Principals about the increased use of drugs in our region, Brian Griffith has coordinated an effort with our local PBS station, WITF, to provide a year of information and resources on this topic. WITF kicked off the Real Life / Real Issues series on Monday, Nov. 10th on their daily SmartTalk radio show. For more information, please visit [www.witf.org/real](http://www.witf.org/real).

### **Student Services**

#### **Pupil Services - New contracts/programs**

One of our charter schools has requested supports for administration and a counselor/social worker. We are currently providing the counselor/social worker supports as a contract and providing some administrative consultation.

**Hershey Medical Center ~ Nephrology Department** is contracting educational services for the prolonged dialysis patients. This will be considered a partial program as the students are in dialysis on Monday, Wednesday and Friday only and are not staying at the hospital overnight.

#### **Diakon Wilderness Center and Dickinson College Partnership**

Diakon Center Point Program began a partnership with the Dickinson Alliance for Aquatic Resource Monitoring (ALLARM) in the fall of 2013. The initial contact was made by Diakon Adventure Coordinator, Mike Savario, but the direct contact has since been taken over by CAIU science teacher, Wendy Shaver. ALLARM provides the Center Point Program with technical assistance for implementing quality stream monitoring to assess the health of the local waterways.

Once each semester, ALLARM members come to the Diakon Wilderness Center campus to aid in performing chemical, visual, and biological tests on the local stream. They provide equipment such as microscopes, advanced chemical tests, stream waders, and macroinvertebrate identification cards to enhance the assessments. Before the ALLARM members come to campus for the stream monitoring, they meet with the environmental science teacher to determine what the Center Point students have been learning in their science class in order to best enhance the curriculum that is already in place.

#### **Project SEARCH - Update**

Project SEARCH is a school-to-work program that takes place entirely at the workplace. The CAIU, Penn State Hershey Medical Center staff and OVR (Office of Vocational Rehabilitation) are all very excited and supportive of this new program. The application process for district referrals and the interview process have been established and shared with our districts.

#### **Hill Top Academy**

The English/Language Arts curriculum pilot of EngageNY materials is underway with additional training this month to the team at HTA.

The monthly EEL (Experiential Education and Learning) trip occurred on November 14th. The students went bowling.

The Student Council started a Food Drive which will continue through December 10th.

#### **Capital Area Partial Program (CAPP)**

We are still on target to relinquish the partial hospital license with December 31 as the last official day of partial program operations. Weekly updates are being provided to the Office of Mental Health

and Substance Abuse Services and ongoing contact is taking place with our county Departments of Mental Health and PerformCare (Medical Assistance Managed Care Company).

The new program description has been finalized and sent to school districts. It emphasizes the nature of the new program as an educational program with intensive therapeutic features and not guaranteeing psychiatric services due to the nation-wide shortage of child and adolescent psychiatrists.

We continue to reach out to all families to set up meetings and help them understand the changes, answer questions, and address concerns. Families are being advised to seek out alternative psychiatric services and assistance is being provided in helping families locate outside psychiatrists.

### **Technology Services**

#### **CAIU Pennsylvania Summit: Featuring Google for Education**

The CAIU, in partnership with Google, Inc., held its first Google Summit on November 18, 2014, with over 100 attendees. This event was a day long, fast-paced conference focused on integrating Google Apps for Education, Chromebooks, and tablets in K-12 learning environments. The summit offered hands-on demonstrations and breakout sessions. Presenters were educators that are currently using Chromebooks or Android tablets in their classroom. This event provided an opportunity for schools to hear about lessons learned from districts already implementing these devices.

### **SAVE THE DATE**

**Turkey Day – Annual Thanksgiving Luncheon** – Tuesday, November 25, 2014 from 11:30 a.m. to 1:00 p.m. at Hill Top Academy, 405 E. Winding Hill Road, Mechanicsburg, PA. Students decorate, greet attendees and help serve the meal. Invitations are extended to administrative staff, board members and Upper Allen Police who provide community outreach service to our students.

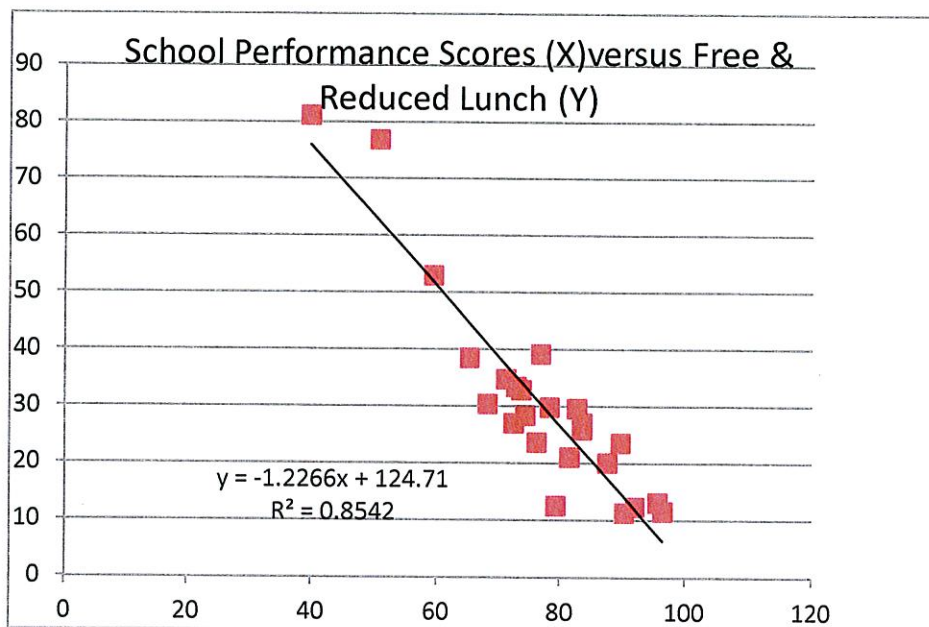
### **NOTIFICATION OF ACTIVITIES**

- Attended the monthly PAIU Executive Directors' meeting.
- Attended the monthly PAIU Central Region Executive Directors' meeting held in State College.
- Attended the PAIU-Curriculum Coordinators' meeting held at IU #8 as the Executive Director Liaison.
- Participated in the final PAIU Planning Process Work Group session
- Held two staff communications meetings. The afternoon meeting was offered both face-to-face and virtually. It was also recorded for later viewing.
- Attended the Outstanding Teachers' Luncheon at Shippensburg University to honor Alice Womer, CAIU Speech Language Pathologist, a recipient of this year's award.



# School Performance Profiles for Cumberland, Dauphin and Perry County High Schols

HS School	school score	Free & reduced lunch %age
Cedar Cliff	78.3	29.73
Red Land	87.4	19.91
Camp Hill	96.5	11.39
East Pennsboro	76.2	23.61
Cumberland Valley	90.2	11.19
Mechanicsburg	89.6	23.44
Carlisle	83.4	25.83
Boiling Springs	79.3	12.44
Big Spring	72.5	26.98
Shippensburg	71.3	34.71
CD East	59.4	52.93
Central Dauphin	81.5	20.96
Hershey	95.6	12.98
Halifax	82.6	29.53
Harrisburg	39.7	81.15
Steelton	50.6	76.87
Upper Dauphin	72.9	33.33
Millersburg	74.4	28.28
Middletown	65.3	38.44
Lower Dauphin	91.9	12.25
Greenwood	83.4	26.94
Newport	76.8	39.07
Susquenita	68.3	30.26
West Perry	73.7	32.79



Free and Reduced Lunch percentages account for 85.4% of the variance in School Performance Scores. The performance scores are VERY highly correlated with poverty.

One might conjecture that small size high schools may help make up for poverty.



Note the scores for Greenwood, Newport, and Halifax.

## Township of Derry Tax Collection Association - Delegate Report

The Township of Derry Tax Collection Association met November 13, 2014, at 6:00 p.m., in the Association office conference room at 610 Clearwater Road. A quorum was present, and Brian Shiflett and Andrea Abruzzo represented the Derry Township School District.

The members approved the September 25, 2014, meeting minutes and the September and October 2014 Financial Reports.

The members approved the 2015 proposed budget. The proposed expense budget totals \$336,456 and represents a 0.96% decrease from the 2014 budget of \$339,710. The school district's contribution toward this budget will be \$165,000, unchanged from the current year. Included in the budget is a decrease in employee benefit expenditures, reflecting that all employees have opted out of employer-paid health insurance for 2015. The health care savings are offset by higher software charges reflecting payments to Weidenhammer for the new tax collection system. The Tax Collection Association plans to make final payments to Weidenhammer in 2015, not including recurring maintenance charges. The wage budget includes a 2.5% increase for all staff.

Mike Frentz, who was unable to attend the meeting, reviewed the proposed budget prior to the meeting and provided his feedback to Mr. Shiflett and Mrs. Abruzzo. The School District Board of Directors will be asked to approve the 2015 Tax Collection Association at an upcoming board meeting.

The members approved the 2015 Tax Collection Association meeting schedule.

The members approved a change to the employee benefits policy regarding the personal days for the Tax Collection Association staff.

The members cancelled the December 2014 Tax Collection Association meeting. The next meeting is scheduled January 22, 2015, at 6:00 p.m. Officers for 2015 will be elected at the meeting.

Respectfully submitted,

Brian Shiflett  
Andrea Abruzzo

Dauphin County Tax Collection Committee – 11/19/2014

- 35 delegates out of 52 present = quorum
- Accepted Summary Report of September 2014 meeting
- Accepted Financial Report Ending October 31, 2014
- Tax Collection Matters: Keystone Collection Group
  - Presented 4<sup>th</sup> quarter review – everything on track
  - Explained changes to ITR (Individual Tax Return) form and new instructions for ease in filing (new instructions will also be provided to jurisdictions as well).
  - Undertaken major IT project to ensure accuracy of disbursement of monies to correct municipalities
  - Reviewed and discussed Internal Controls Report (SOC 1) for July 1, 2013 – June 30, 2014
  - Reviewed and discussed Audit of TCC (f/y/e December 31, 2013)
- Administrative Matters
  - Approved Agreement by Mutual Consent (Huntington) to end contractual agreement with Huntington Bank and have remaining funds released to DCTCC.
  - Recommended moving forward with risk management policy (PennPRIME Insurance) not to exceed \$5000.
  - Adopted proposed 2015 TCC Budget (reduction in budget by \$10,000 from last year)
  - Discussed and assessed interest for proposed Act 32 Symposium
    - DCTCC to work to put statewide symposium together @ Hilton Garden Inn, Hershey.
    - No cost to jurisdictions. Will seek funding through sponsorships
    - Opportunity to discuss with fellow TCC's best practices & develop policies
    - 2<sup>nd</sup> weekend after Mother's Day; Friday afternoon – Saturday noon.
    - Mentioned that state is to review and evaluate Act 32 by 2017 and this would provide opportunity to do so and for state to participate in symposium.

Respectfully Submitted by

Heidi Eby