



Derry Township School District Board of Directors Meeting January 12, 2015 Summary Minutes - XII

Roll Call

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

Non-Voting Members in attendance: Joseph McFarland

Members not in attendance: Hank Donahue, Jayanth Franklin

Staff/Public in attendance: Anna Gawel, Jena Funck, Chris Brown, Derek Best, Janice Yun, Rene Grove, Jackie Castleman, Sofija Chroneos, Zyezdana Chroneos, Mezdana Chroneos, Joanne Durbin, Naomi Brought, David Lillenstein, Ray Faidley, Shelly Tice, Robert Brockman, Alton Perry, Brenda Winters, Anthony Potter, Ty Eby, Scott Schuyler, Stacy Winslow, Jason Reifsnyder, Dan Tredinnick, Mike Frentz

Media in Attendance: Myla Merkel – *The Sun*, Barbara Miller - *PennLive*

1. OPENING ITEMS

1.1 Call to Order

Minutes: The January 12, 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 Flag Salute

1.4 School Board Recognition

1.5 Approval of Board of Directors Agenda

Minutes: Following a motion by Mr. Shiflett and a second by Mrs. Neal the Board Agenda for the evening meeting was approved.

2. INFORMATIONAL AND PROPOSALS

2.1 Student Recognition

Minutes: Dr. Reimann recognized the January Hershey High School Students' of the Month.

2.2 Presentation - Tax Increment Financing Update (Scott Shearer)

Minutes: Scott Shearer from PFM provided the Board with a presentation with regard to Tax Increment Financing.

2.3 Announcement of Executive Session

Minutes: The Board met in Executive Session prior to the meeting to discuss matters of personnel, purchase or lease of real estate, consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation, and matters that must be conducted in private to protect a lawful privilege of confidentiality.

2.4 Recognition of Citizens (Agenda Items)

Minutes: The following citizens were recognized by the Board: None

2.5 Standing Committee Meeting Reports

Minutes:

- Mrs. Sheehan provided the following updates with regard to the Athletics and Activities Committee Meeting:
 - Athletic Philosophy
 - Hiring Timeline for Coaches
 - Drug and Alcohol Policy
 - Winter Athletic Updates
- Mr. Shiflett provided the following updates with regard to the Curriculum Council Committee Meeting:
 - 2nd readings of course proposals
- Mr. Shiflett provided the following updates with regard to the Policy Standing Committee Meeting:
 - Consolidation of employee policy
 - 30 Day Review of Policies
 - Student Attendance Policy (Policy 204)
 - Voluntary Drug Testing Policy (DRAFT)
- Mr. Shiflett provided the following updates with regard to the General Services Standing Committee Meeting:
 - Five year capital improvement plan
 - Market Street Sports Group
 - Natural Gas Purchase

2.6 Student Representatives' Report

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

- Recent events
- Upcoming events

2.7 Community Correspondence Report

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

2.8 Finance/Budget Update

Minutes: Mr. Frentz provided the Board with a proposed preliminary budget summary for the 2015 - 2016 school year.

2.9 2015-2016 Calendar Discussion

Minutes: Mr. McFarland presented and the Board discussed the proposals for 2015 - 2016 school calendar.

2.10 Anticipated Agenda Items for the Next Board of Directors Meeting

The following items will be on the Agenda for the January 26, 2015 Public Board of Directors Meeting:

1. Recognition of Students
2. Budget/Finance Report
3. Approval of January 12, 2015, 2014 Board of Directors Summary Minutes
4. Approval of December 2014 Finance Report
5. Budget Transfers
6. Requests for the Use of Facilities
7. Personnel
8. Staff Development

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

3. UNFINISHED BUSINESS

3.1 2015 Committee/Delegate Assignments

Committee Assignments:

Athletic & Activities:	Andrea Abruzzo Hank Donahue Julie Neal Maryellen Sheehan
Building Oversight (Ad Hoc):	Same as General Services When Needed
Communications & Community Engagement:	Andrea Abruzzo Chris Barrett Heidi Eby Julie Neal
Curriculum Council:	Chris Barrett Hank Donahue Heidi Eby Brian Shiflett
General Services:	Jay Franklin Bruce Hancock

	Julie Neal Brian Shiflett
Policy:	Jay Franklin Bruce Hancock Maryellen Sheehan Brian Shiflett
Human Resource:	Chris Barrett Heidi Eby Bruce Hancock Maryellen Sheehan
District Wellness:	Andrea Abruzzo

* Board President is Ex-officio member of each Standing Committee

Delegate Assignments:

Athletic Hall of Fame Committee:	Jay Franklin
Capital Area Intermediate Unit:	Maryellen Sheehan
Dauphin County Technical School:	Brian Shiflett Julie Neal Alternate Member: All Board Members are authorized to serve as Alternate Members
Dauphin County Tax Collection Committee:	Heidi Eby
Derry Township Tax Association	Andrea Abruzzo Brian Shiflett
Downtown Hershey Association	Chris Barrett
Founder's Park:	Bruce Hancock
HACC:	Brian Shiflett
Joint Work Group:	Chris Barrett Maryellen Sheehan Brian Shiflett
Parks and Recreation:	Hank Donahue Julie Neal
PSBA Legislative Liaison:	Julie Neal Heidi Eby
Trojan Foundation:	Heidi Eby

Minutes: Following a motion by Mrs. Eby and a second by Mrs. Neal the 2015 Committee/Delegate Assignments were approved.

Vote Results

Aye 7 Andrea Abruzzo, Chris Barrett, Heidi Eby, Bruce Hancock, Julie Neal,

Maryellen Sheehan, Brian Shiflett
No 0
Abstain 0
Not Cast 2 Hank Donahue, Jayanth Franklin
MOTION CARRIED

4. CONSENT AGENDA ITEMS

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

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

Vote Results

Aye 7 Andrea Abruzzo, Chris Barrett, Heidi Eby, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
No 0
Abstain 0
Not Cast 2 Hank Donahue, Jayanth Franklin

MOTION CARRIED

4.1 Approval of December 15, 2014 - Summary Board of Directors Meeting

4.2 Approval of New Course - High School Human Anatomy and Physiology
The Administration recommended the approval of a new Hershey High School Course offering entitled:

- Human Anatomy and Physiology

The Course offering was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council. The cost for this recommendation has been incorporated into the 2015-2016 budget.

4.3 Approval of New Course - High School Foundation of Ethical Research
The Administration recommended the approval of a new Hershey High School Course offering entitled:

- Foundation of Ethical Research

The Course offering was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council. The cost for this recommendation has been incorporated into the 2014-2015 budget.

4.4 Approval of New Course - High School - Keystone Literature Remediation
The Administration recommended the approval of a new Hershey High School Course offering entitled:

- Keystone Literature Remediation

The course offering was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council. The cost for this recommendation has been incorporated into the 2015-2016 budget.

4.5 Approval of New Course - High School - Men's Choir

The Administration recommended the approval of a new Hershey High School Course offering entitled:

- Men's Choir

The course offering was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council. The cost for this recommendation has been incorporated into the 2015-2016 budget.

4.6 Approval of New Course - Middle & High School Vocal Lessons

The Administration recommended the approval of a new Hershey Middle and High School Course offering entitled:

- Vocal Lessons - Middle/High School

The course offering was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council. The cost for this recommendation has been incorporated into the 2015-2016 budget.

4.7 Approval to Revise Course - High School Journalism 2

The Administration recommended the approval to revise the High School Journalism 2 course.

The course offering was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council. The cost for this recommendation has been incorporated into the 2015-2016 budget.

4.8 Approval to Revise Course - Middle School Family and Consumer Science

The Administration recommended the approval to revise the Middle School Family and Consumer Science course.

The course offering was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council to be implemented in the 2015-2016 school year.

4.9 Approval to Eliminate Course - High School Piano Classes

The Administration recommended the approval to eliminate Hershey High School Piano Classes.

The course removal was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council and will be implemented in the 2015-2016 school year.

4.10 Approval to Eliminate Course - High School Guitar Classes

The Administration recommended the approval to eliminate Hershey High School Guitar Classes.

The course removal was reviewed and approved at the January 5, 2015 meeting of the District Curriculum Council and will be implemented in the 2015-2016 school year.

4.11 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:

- 610 Purchases Subject to Bid
- 611 Purchases Budgeted
- 905 Citizen Advisors and Advisory Committees

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

4.12 Approval of Policy

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

- 012 - Conflicts of Interest

4.13 Approval of Board Operating Guideline

The Administration recommended the approval of the following Board Operating Guideline for the Derry Township School District which has been on public display for thirty days in the Hershey Public Library, District Office, and the Derry Township School District Website:

- 005-BOG-1 - Board Standing Committees

4.14 Requests for the Use of School Facilities

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

Group: Hershey Wrestling Boosters/Trojan Youth Wrestling

Date/Time: February 15, 2015
6:00 p.m. - 9:00 p.m.

February 16, 2015
7:00 a.m. - 4:00 p.m.

Requested Facility: Middle School Gym, Mat Room, Cafeteria

Event: Wrestling Tournament

Fee: Custodian: \$39.14 per hour

Group: Hershey Lions Club

Date/Time: March 22, 2015
8:30 a.m. - 3:30 p.m.

Requested Facility: Middle School Cafeteria & Kitchen

Event: Spaghetti Dinner

Fees:
 Custodian: \$39.14 per hour (Approximate \$275)
 Head Cook: Charged for time needed per HESPA Agreement
 Cafeteria Employee: Charged for the time needed per HESPA Agreement
 * Room Rental: \$80 per hour (Approximate \$560)
 * This fee has been waived in previous years

Group: Derry Township Parks & Recreation
Date/Time: November 6, 2015
 3:15 p.m. - 6:30 p.m.
 November 7, 2015
 5:00 a.m. - 5:30 p.m.
Requested Facility: High School Hallways, LGI, Cafeteria, Restrooms
Event: Annual Winter Arts & Craft Show
Fee: None (Township Event)

4.15 Announcement of Staff Development Conference

Staff Members: Allison Mackley, Ruth Still
Conference: ISTE 2015 - International Society for Technology in Education
Location: Philadelphia, PA
Dates: June 28 - July 1, 2015
Expenses: \$1,278.84

5. NEW BUSINESS

5.1 Approval of Citizen Advisors

The Board of Directors recommended the approval of the following community members to serve as Citizen Advisors:

Committees	Members	Term Expires
Communications & Community Engagement Standing Committee	Robert Brockman Michael Kinney	June 30, 2015 June 30, 2015
Curriculum Council	Kathy Sicher	June 30, 2016
Finance Standing Committee	Faisal Aziz	June 30, 2016
General Services Standing Committee	Julie Tafuto	June 30, 2016
Policy Standing Committee	Beth Ann Olmsted Lonna Donaghue	June 30, 2015 June 30, 2016

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

Vote Results

Aye 7 Andrea Abruzzo, Chris Barrett, Heidi Eby, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
No 0
Abstain 0

Not Cast 2 Hank Donahue, Jayanth Franklin
MOTION CARRIED

5.2 Change Order - Middle School Roof Project

The Administration recommended the Board approve Change Order MS#1 for Garland/DBS, Inc. in the amount of \$61,537 for the Middle School Roof Project.

Minutes: Following a motion by Mrs. Neal and a second by Mr. Shiflett the middle school roof project change order (MS#1) was approved.

Vote Results

Aye 7 Andrea Abruzzo, Chris Barrett, Heidi Eby, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 0

Abstain 0

Not Cast 2 Hank Donahue, Jayanth Franklin

MOTION CARRIED

5.3 Natural Gas Contract Extension

The Administration recommended the Board approve the extension of contract for purchase of Natural Gas with South Jersey Energy through July 2016.

Minutes: Following a motion by Mrs. Eby and a second by Mr. Shiflett the contract for purchase of Natural Gas with South Jersey Energy through July 2016 was approved.

Vote Results

Aye 7 Andrea Abruzzo, Chris Barrett, Heidi Eby, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 0

Abstain 0

Not Cast 2 Hank Donahue, Jayanth Franklin

MOTION CARRIED

5.4 Personnel – Resignation

The Administration recommended the approval of the following resignation:

Limited Service Contract:

Eckenrode, Megan

Head Varsity Field Hockey Coach

High School

Reason: Personal

Effective: 12/23/2014 (retroactive)

Minutes: Following a motion by Mrs. Eby and a second by Mrs. Neal the personnel - resignation item was approved.

5.5 Personnel – General

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

Classified:

Motter, Randy Lee

Substitute Bus Driver

District-wide

Salary: \$15.90 per hour

Effective: 01/13/2015

Transfer of Coaching Staff:

Sweigart, Rebecca *

From: Co-Head Junior High Winter Cheerleading Coach

Middle School

To: Head Junior High Winter Cheerleading Coach

Middle School

Effective: 01/13/2015

2. The Administration recommended the approval of the following request in accordance with District Policy 439:

Cross, Leah *

Learning Support Teacher

Intermediate Elementary School

Uncompensated Leave

Effective: 01/21/2015 for approximately 4 weeks

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

Minutes: Following a motion by Mrs. Eby and a second by Mrs. Neal the personnel - general items were approved.

Vote Results

Aye 7 Andrea Abruzzo, Chris Barrett, Heidi Eby, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

No 0

Abstain 0

Not Cast 2 Hank Donahue, Jayanth Franklin

MOTION CARRIED

6. DELEGATES REPORTS

6.1 Dauphin County Technical School

Minutes: Mr. Shiflett attached his report for the Dauphin County Technical School.

6.2 Capital Area Intermediate Unit

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

6.3 Hershey Trojan Foundation

Minutes: Mr. Eby attached her report for the Hershey Trojan Foundation.

7. SPECIAL REPORTS

7.1 Board Members' Report

Minutes: The following members provided reports to the Board:

- Mr. Shiflett - Recognition of Mr. Hummel

7.2 Superintendent's Report

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

- Giving Tree Project
- Recognition of Staff
- Recognition of High School Student

7.3 Board President's Report

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

- Attendance at Board meetings by School Board Members
- Teleconferencing in for Executive Session
- Teleconferencing in for Board Meetings
- TECH4U workshops
- Upcoming Committee Meetings

8. RECOGNITION OF CITIZENS

Minutes: The following citizens were recognized by the Board:

- Reni Grove - Resignation of personnel
- Shelly Tice - All-State Field Hockey recognition program, field hockey program

9. ADJOURNMENT

Minutes: Following a motion by Mrs. Eby and a second by Mr. Hancock the meeting was adjourned at 8:48 p.m.

Respectfully submitted,

Michael Frentz

Secretary to the Board

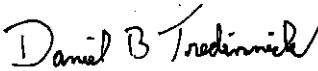




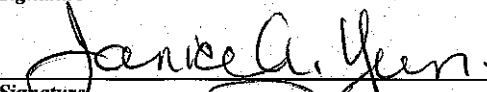
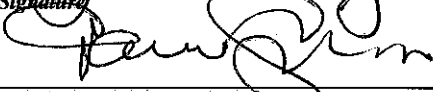


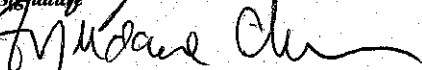

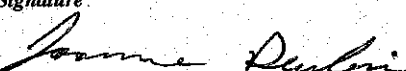

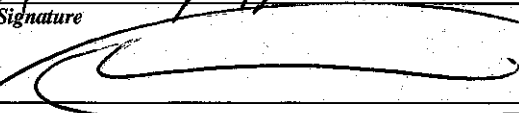
Approved at the January 26, 2015 meeting

Maryellen B. Sheehan
President of the Board of Directors

JWR

Derry Township School District
School Board Meeting
January 12, 2015

Please Sign In AND Print Your Name

Signature	Printed Name
	Dan Tredinnick
	Anna L. Gawel
	Jena L. Funck
	CHRIS BROWN
	DEREK BEST
	Janice A. Yuen
	Ken Groce
	Jackie Castleman
	Sofija Chronos
	ZVEZDANA CHRONOS
	Renee Ciardola
	Joanne Durbin
	Naomi N. Brought
	David Lillersted

**Derry Township School District
School Board Meeting
January 12, 2015**

Please Sign In AND Print Your Name

Signature <i>Daniel B Tredinnick</i>	Printed Name Dan Tredinnick
Signature <i>Ray Frisley</i>	Printed Name RAY FRISLEY
Signature <i>Shelly Tice</i>	Printed Name Shelly Tice
Signature <i>Myla M. Meek</i>	Printed Name Myla Meek
Signature <i>Robert N. Brockman</i>	Printed Name ROBERT N. BROCKMAN
Signature <i>Alton Perry</i>	Printed Name Alton Perry
Signature <i>Brenda Winters</i>	Printed Name Brenda Winters
Signature <i>Anthony Potter</i>	Printed Name Anthony Potter
Signature <i>Scott C. Schuyler</i>	Printed Name TJ EBEL
Signature <i>Scott C. Schuyler</i>	Printed Name Scott C. Schuyler
Signature	Printed Name
Signature	Printed Name
Signature	Printed Name

DAUPHIN COUNTY TECHNICAL SCHOOL

Delegate Report
December 2014



The Dauphin County Technical School Joint Board and Joint Operating Committee (JOC) met in Executive Session, Work Session and Regular Session on December 17, 2014. I attended all meetings, as well as the "Planning for the Future" committee meeting held prior to the JOC meetings.

During the Joint Board reorganization meeting, members nominated Brian Faleshock (Central Dauphin SD) as JOC Chairman and Newt Davis (Middletown Area SD) as Vice-Chairman for 2015. Mr. Faleshock is the incumbent Chairman, and Mr. Davis has served as the Planning for the Future committee chairman. I support both in their nominated roles, and I ask that DTSD school board members support them on the mail ballot.

The Joint Board was presented a resolution to remove the \$200,000 cap on the Capital Reserve Fund balance. I support this resolution, as it provides the JOC flexibility to manage year-end contributions to the Capital Reserve Fund in a manner that can be beneficial to DTSD. I ask that DTSD school board members support this resolution on the mail ballot.

Maria Zaharick, DCTS Business Administrator, presented a draft 2015-16 budget that increases overall revenues from member districts 1.7%, but is flat or slightly lower than current year budget for DTSD. The decline in projected payments reflects a decrease in the 5-year enrollment average for our district.

The school, as a result of a recommendation from the "Planning for the Future" committee, will launch the DCTS Educational Foundation. The foundation was approved in 2006, but was not organized beyond basic legal filings. One JOC member from each member district will serve on the initial board of trustees, but that is expected to be a temporary assignment until bylaws are adopted. I volunteered to serve on the initial board.

The JOC conducted second readings and approved the following revised policies: Policy 101, Mission Statement/Vision Statement/Shared Values, Policy 102, Academic Standards, and Policy 626, Bond Post-Issuance Compliance. The JOC conducted first readings of Policy 106, Course Guides, and Policy 108, Adoption of Textbooks.

The JOC approved the award of a Collision and Refinishing Technology paint booth bid to Quality Finish Services, Inc., for \$124,448.88. \$48,669.65 will be funded from a supplemental equipment grant and the remainder from Capital Reserve.

The JOC accepted the Department of Auditor General's Performance Audit dated November 2014. The audit report, which covered the years ending June 30, 2011 and 2012, indicated no findings.

The JOC authorized the Administration to hire a consultant to assist with new member district activities.

The next JOC meeting will be held Wednesday, January 14, 2015, 7:00 p.m. On that date, the school is expected to close on the bond sale for the refunding of the 2007 Bond Series.

Respectfully submitted,

Brian Shiflett



Board Briefs

December 17, 2014

Joint
Operating
Committee

Central Dauphin

Brian Faleshock
William Roberts, Jr.

Derry Township

Julie Neal
Brian Shiflett

Halifax Area

Hara Frank
Ricky Grosser

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.

PERSONNEL [approved]

- credit reimbursement payments for: **full** – Ty Christman, Claire Dacko, Tiffany Houtz, Gwen Mosteller, Matthew Ozimok, Raechelle Traynham-Sanford, Catherine Wolfgang; **final** – Jason Civitello, Joanne Custer, Claire Dacko, Sharon Deiling, Veronica Lacy, Jennifer O'Donnell, Ryan Pines, Jessica Reitzel, Amanda Saylor; Brenda Scheidler, Raechelle Traynham-Sanford; **initial 50%** – Jason Civitello, Joanne Custer, Claire Dacko, Sharon Deiling, Meri Beth Furlong, Colleen Gerber, Veronica Lacy, Ryan Liddick, Stephanie Mader, Laura Marecki, Kristi McConnell, Jennifer O'Donnell, Ryan Pines, Amanda Saylor, Brenda Scheidler, Joy Schwenk, and Jenny Taylor

FINANCIAL [approved]

- financial report and bills for payment as of November 30, 2014
- budget transfers as presented

MISCELLANEOUS [approved]

- Revised Job Description – Network Technician
- Federal and State Grant Budgets as presented
- Performance Audit dated November 2014 from the Department of the Auditor General
- Policy 101 – Mission Statement/Vision Statement/Shared Values as presented
- Policy 102 – Academic Standards as presented
- Policy 626 – Bond Post-Issuance Compliance Practices as presented
- Paint Booth bid award to Quality Finish Services, Inc.
- Hiring of Consultant
- Solicit bids for Wireless Expansion Project
- Solicit bids for Data Cable Upgrade Project



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **December 18, 2014** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board announced the following retiree: Carol Schue, Early Intervention Teacher, retirement after almost 24 years of service.
- Theresa Kinsinger, Director of HR, Business and Communications, shared information about Open Enrollment and the Child Protective Services Law updates. There are new requirements that all employees must obtain updated clearances every three years and new requirements for reference checks from former employers.
- David Martin, Director of Technology Services, shared information about the recent 3rd annual iPad Summit. Approximately 35% of the nearly 200 attendees were from our districts. He also shared that districts are looking at different Learning Management Systems and the CAIU will host an opportunity for districts to see a comparison between Schoology and Canvas. The CAIU is also looking at Disaster Recovery Plan options.
- Daren Moran, Business Manager, presented an overview of the proposed 2015-16 General Operating Budget. The budget is on the agenda for a 1st reading.
- Len Kapp, Supervisor of Operations & Transportation, shared that the energy savings from the "re-lamp" project and replacement of LED lighting could be approximately \$20,000 per year. He noted that the constant lighting cost of the CAIU building has been reduced approximately 80 percent over recent years with lighting upgrades.
- Dr. Rhonda Brunner, Assistant Executive Director, shared the Local School Wellness Policy report and policy updates that reflect Child Protective Services Law changes.
- Cindy Mortzfeldt, Executive Director, highlighted the Technology Services Team and the services they provide. Alicia McDonald and she attended the Shippensburg Area SD Board meeting to present Josephine J. Decima award to Amy Brandt, Life Skills teacher. ELECT/EFI monitoring was recently completed. A report will be received at a later date. The CAPP program changes remain on target to relinquish the partial hospital license on 12/31/14. The CAPP staff continues to work closely with the agencies to ensure a smooth discharge of clients from the partial hospital program.

Executive Session –The Board met in Executive Session to review the details of a compensation plan.

Board Committee Reports – The Finance & Budget Committee met on November 20, 2014 to review the proposed 2015-16 General Operating Budget. The Act 93 Committee met on December 11, 2014 to review the Act 93 Compensation Plan.

Approved Action Items

- Minutes from the November 20, 2014 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$3,814,774.60 in receipts and \$4,455,413.61 in expenditures for November 2014
- Summary of Operations for the 2014-15 fiscal year showing revenues of \$24,880,939.71 and expenses of \$21,599,930.29
- Budget Administration
 - Proposed 2014-15 Original Budget – Gifted Technical Assistant Services in the amount of \$140,000

- Proposed 2014-15 Original Budget – PA Assessment and Accountability in the amount of \$230,200
- Proposed 2014-15 Original Budget – PA Institute for Instructional Coaching in the amount of \$1,194,590
- Proposed 2014-16 Original Budget – Title I, Part D – Neglected and Delinquent Subpart 2 Program in the amount of \$851,679
- Proposed 2014-16 Original Budget – Title II, Part A – Improving Teacher Quality in the amount of \$44,333
- Proposed 2014-16 Original Budget – Title III, Part A – English Language Acquisition in the amount of \$208,225
- Proposed 2015-16 Original Budget – General Operating (1st Reading) in the amount of \$5,667,285
- Other Fiscal Matters
 - Early Intervention Commercial Lease – Flowers Drive
 - 2013-14 Audit Report
- Policies & Programs
 - Second Reading, Revised Policy #000 – Board Policy/Procedure/Administrative Regulations
 - Second Reading, New Policy #701 – Facilities Planning
 - Second Reading, New Policy #805.1 – Relations with Law Enforcement Agencies
 - Second Reading, New Position, New Description – Behavior Consultant
 - First Reading, Revised Policy #620 – Fund Balances
 - First Reading, Existing Position, Revised Description – Business Manager
- Personnel Items – see attached report

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Rice thanked the Board members for their attendance and wished everyone a Merry Christmas and a blessed holiday.

Information Items

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

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

DATE SAVER: Immediately following the January Board Meeting, an overview of the VoIP Phone System will be provided.

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

A. RESIGNATIONS:

ALLISON CORBIN, speech pathologist, Early Intervention effective December 3, 2014. Reason: Resignation following child-rearing leave of absence.

JEAN MULLIGAN, itinerant teacher, Blind/Visually Impaired Support effective January 1, 2015. Reason: Employee is unable to return to work following sabbatical for restoration of health and has applied for disability retirement through PSERS after 28 years of CAIU service.

DONALD ORSINGER, custodian, Operations (Administration) effective February 16, 2015. Reason: Retirement after 36 years of CAIU service.

KAREN OTT, technology support coordinator, Technology Services effective February 27, 2015. Reason: Retirement after 42 years of CAIU service.

JOSEPH VIGLIANO, educational paraprofessional, Emotional Support effective January 9, 2015. Reason: Personal.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

SARAH MAZZULLA, teacher, Emotional Support effective January 5, 2015. Base salary of Bachelors, Step 2, \$43,660 for 189 days of service will be prorated for 103 days. This is a replacement position funded through the Emotional Support Budget.

SHANA MONTGOMERY, itinerant teacher, Deaf/Hard of Hearing Support effective January 5, 2015. Base salary of Masters, Step 8, \$54,088 for 189 days of service will be prorated for a total of 104 days. This is a new position funded through the D/HH Support Budget.

SCOTT SNYDER, educational consultant, Curriculum Services with an anticipated start date of February 17, 2015. Base salary of Bachelors, Step 15, \$65,647 for 189 days of service will be prorated based on start date following release from current school district. This is a new position funded through the Professional Services Budget.

KATHERINE STROHM, long-term substitute teacher, Early Intervention effective January 5, 2015 through June 5, 2015. Base salary of Masters, Step 2, \$46,604 for 189 days of service will be prorated for a total of 97 days. This is a long-term substitute position funded through the MAWA Budget.

C. CHANGES OF STATUS:

SARAH BEAUMONT, from part-time to full-time ESL teacher, Curriculum Services effective January 5, 2015. Base salary of Masters, Step 2, \$46,604 for 189 days of service will be prorated for the remaining 107 days of the 2014/2015 school year. This is a new position funded through the ESL Budget.

STACEY CHYR, from long-term substitute to permanent full-time inclusion consultant, Early Intervention effective January 5, 2015. No change in salary. This is a new position funded through the MAWA Budget.

PATRICIA LACEY, from full-time furloughed mental health treatment specialist, CAPP to part-time behavioral consultant, Pupil Services effective December 24, 2014. To be paid at the rate of \$45.10 per hour based on Masters, Step 13, \$63,936 for 189 days of service.

LEEANN LETERSKY, from part-time to full-time educational paraprofessional, Early Intervention effective March 2, 2015. Base salary of HS+30, Step 7, \$22,011 for 189 days of service will be prorated for a total of 60 days. This is a replacement position funded through the MAWA Budget.

D. CHANGES OF SALARY:

AMY COOK, part-time occupational therapist, OT/PT, increase days from 95 to 102 for the 2014/2015 school year effective December 1, 2014. Base salary of Masters, Step 11, \$59,603 for 189 days of service will be prorated for a total of 102 days.

E. LEAVES OF ABSENCE:

SARAH ALTMAN-KOPKO, part-time speech pathologist, Early Intervention requesting leave of absence without pay for child-rearing effective March 30, 2015 through May 22, 2015 for a total of 18 days. Leave is requested in accordance with CAIU Policy.

Executive Director's Report December 18, 2014

PROGRAM SPOTLIGHT

Technology Services

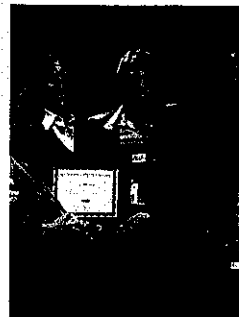
The technology services team works collaboratively with the member school districts and other Intermediate Units to support the teaching, learning and research of staff and students. As schools expand their use of technology instructionally and administratively, the CAIU has been able to establish a team that is able to offer a comprehensive range of services. The creation of this team provides high value, cost effective solutions through a consortium model and enables districts to have quick access to staff that are specialized in the areas of instructional technology, network infrastructure, technology planning, as well as specific computerized systems such as Learning Management systems, student information systems, and financial systems.

In an effort to contain costs and increase opportunities for the growth of technology in schools that will have a positive impact on student achievement, school districts in the CAIU footprint have established a fiber connection from their district back to the CAIU to form a Regional Wide Area Network (RWAN). This high speed telecommunication connection enables the consortium to be able to offer a wide variety of modern technology solutions. Some of the solutions that utilize this connection are Internet access, Internet Content filtering, backup services, server hosting, phone systems, wireless management, firewall, SPAM filtering, message archiving, and video streaming solutions. As technology continues to grow and districts embrace hybrid learning to best meet the needs of their students, we have seen an increase in use of the CAIU services to create a regional support structure as schools focus on the staff and students in the classroom.

NEWS

2014 Josephine J. Decima Award for Excellence in the Field of Special Education

Congratulations to Amy Brandt, a Life Skills Teacher at Shippensburg Area High School. She is the recipient of the 2014 Josephine J. Decima Award. This award was established to honor the life of the late Josephine Decima, a former CAIU educator, who helped pioneer the field of special education in central Pennsylvania. Alicia McDonald and I attended the Shippensburg Area School District Board meeting on Tuesday, December 2, to present the award to Amy.



CAIU iPad Summit

The third annual CAIU iPad Summit was held on Monday, December 15, with approximately 180 attendees. The Summit brings together educators, technology directors, principals and school leaders for a day of presentations, workshops and hands-on sessions to identify emerging best practices and effective methods of implementing and using iPads in the classroom.

The iPad Summit combines keynote sessions, featured speakers, a student showcase, and presentation sessions that address three key conference strands:

- **Leadership** - School change requires leadership and support. This strand focused on providing leadership and the kinds of professional development that help teachers be successful.

- **Classroom Integration** - At the core of any good school initiative is improving student learning. This strand answered how iPads impact what is taught, how teachers teach and how students learn.
- **Technical** - Technology management is a huge part of educational iPad programs. This strand discussed how to purchase, manage, and sync apps, how to store and protect iPads, and what policies and procedures need to be in place to support the program.

You can view more detail on our Wiki at: <http://cauiipadsummit2014.wiki.caiu.org/Home>

ELECT/EFI (Education Leading to Employment and Career Training/ELECT Fatherhood Initiative)

The annual monitoring of the ELECT program was held on December 9. A team from PDE and the Center for Schools and Communities conducted the monitoring. During the day, they visited a school site, observed a group session, interviewed staff and students, and reviewed case files. A follow-up report will be received at a later date.

Association of Educational Service Agencies (AESA) 29th Annual Conference

Several CAIU staff had the opportunity to attend and present at the AESA Annual Conference held in San Diego, CA. CAIU staff presented at the following sessions:

Seamless and Consistent Instructional Best Practice for Student Teachers: Our school districts, 10 universities, and the CAIU collaborated to ensure consistency and common language for student teacher candidates. In this session, Brian Griffith, Cheryl Rudawski, and Karen Ruddle highlighted "High Impact Strategies" training that is required of all student teachers prior to their field experiences in our school districts.

How to Extend Your Reach with Online Therapy for Special Education Students: Arlene Moll and Christian Hansen from PresenceLearning provided an overview of the online delivery of special education services, such as speech and occupational therapy. This flexible delivery method can provide therapeutic intervention, fill staffing shortages, improve personalization of therapy and improve student outcomes.

Student Services

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

- Our teachers at Hershey Medical Center/Children's Hospital (Kimberly Matthews and Denise Kramer) have been asked to be on the 4 Diamonds Planning Team. They are currently creating the brochure/flyer given to families about the services offered.
- Annual Holiday Program for ELECT/EFI was December 10, 2014 ~ there were 100+ attendees. Santa made an appearance!
- We have established a partnership with Diakon/CAIU/Districts so that districts can directly refer students to Diakon. This is in addition to the court adjudicated placement. We are pleased to report, districts have started referring students to Diakon/CAIU for educational, behavioral and drug and alcohol support.
- Future Trainings for District/CAIU Pupil Services/other Professional Staff
 - Providing Positive Feedback (March)
 - Preventing Compassion Fatigue (Spring/Summer)

Deaf/HH, Autism (AS) and Multiple Disabilities Support (MDS)

- The Deaf/Hard of Hearing program held its annual Cookie Exchange for families, students and staff the evening of December 11th.
- There have been ten new enrollments since August in DHH, AS, and MDS

- On Nov 21, two students from our AS class at East Pennsboro HS assisted the Salvation Army with putting together meals for 200 needy families.
- Upcoming Training
 - There will be a CLM (Competent Learner Module) Regional Network Meeting on January 8th at Enola. This is open to those district/IU/Approved Private School staffs that are coaches or enrolled in the CLM training.

Hill Top Academy

- December is a short, but busy, month at Hill Top. The number of students currently attending Hill Top is up to 99. With current referrals, we expect to have a student population of over 100 within a few days.
- The December EE&L (Experiential Education & Learning) activity was roller skating on December 12th and there are some holiday events planned prior to break.
- On December 23rd, a representative from Mazzetti and Sullivan is presenting to the staff on Current Trends in Street Drugs and Signs and Symptoms of Drug Use.
- We have also welcomed a new Occupational Therapist (OT), Jocelyn Colyer, to our staff.

Capital Area Partial Program

- CAPP remains on target to relinquish its partial hospital license on 12/31/14. The CAPP continues to work closely with the Office of Mental Health, counties, and managed care to ensure a smooth discharge of clients from the partial hospital program. These entities are also assisting in the terminology and definition of the new Peak Potential Program so as to clearly distinguish it as an intensive therapeutic emotional support education placement, but not a treatment facility or mental health system program.
- CAPP staff is working with families to arrange for any additional mental health services these students may need after being discharged from the partial hospital program, including alternative psychiatric care. After CAPP closes, a great deal of work will continue regarding the disposition of records and archival documents as well as follow up with remaining managed care audits.
- The Capital Area Peak Potential Program's first day is set for the student's return from holiday break, January 5th. Current CAPP clients will be attending this new program as their education placement, and we are working with our school districts to revise IEPs and NOREPs in preparation. In addition, the new program has already received several referrals.

Speech & Language

The CAIU Speech/Language Program will be hosting two graduate student interns in Speech/Language Pathology during the spring semester.

- Alexandra Fry, a graduate student at Misericordia University, will be working with Julie Bristol, CCC-SLP from our School-Age Program and Meghan Harvey, CCC-SLP from our Early Intervention Program. Alexandra is the 2014 Keiser Scholarship Winner and a graduate of Big Spring High School.
- Erin McLaughlin, a graduate of Central Dauphin East High School and a graduate student at Bloomsburg University, will be interning with Emily Sidelinger, CCC-SLP from our School-Age Program and Heidi Haas, CCC-SLP, from our Early Intervention Program.

Data Systems

The Data Quality Network (DQN) continues to meet on the third Wednesday of each month by connecting via video conference to other IUs. The November meeting at CAIU was well attended with 51 people representing 23 entities. Presenters from the Privacy Technical Assistance Center lead a Data Breach Simulation. The next Data Quality Network meeting will be held December 17th at the CAIU featuring LEA presentations on Data Governance including a presentation from the PIMS/Child Accounting Coordinator from Central Dauphin School District. For more information on

the Data Quality Network including session recordings and resources, please visit www.dataqualitynetwork.net.

Cindy Gavazzi, Data Systems Supervisor (Student Services), hosted the PIMS Cohort meeting after the DQN meeting for LEA data staff with 25 people from 18 districts in attendance. PIMS Cohort meetings provide an opportunity for LEA data teams to collaborate with other LEAs on data related items and work in vendor-alike groups.

NOTIFICATION OF ACTIVITIES

- Attended the Association of Educational Service Agencies (AESAs) Conference
- Met with Mr. Snell, PDE Consultant, Dr. Castagneto, Superintendent, Cynthia Craig, Business Manager, and Daren Moran to discuss a plan for support and training for Steelton-Highspire SD
- Met with Superintendents' Finance Committee to review the 2015-16 Proposed General Operating Budget
- Attended the Chief Recovery Officer's committee meeting with the Harrisburg School District

UPCOMING CAIU EVENTS

Regional Disaster Recovery Meeting – January 21, 2015 - The CAIU and member school districts have formed a team to develop a consortium disaster recovery solution and articulate the important aspects of disaster recovery planning. This initiative has become more important as we have become more reliant on technology. Our initial meeting will be on January 1st. As the solution is developed, it will be communicated and shared with all districts.

All Staff Day – January 19, 2015 – All CAIU employees will attend the All Staff Day at the Best Western Premier Hotel and Conference Center, Harrisburg. A variety of activities and presentations is planned for the morning, and staff will participate in workshop sessions or service projects during the afternoon.

Trojan Foundation Meeting 1/6/15
Delegate Report

- Minutes from the November 3, 2014 meeting were approved
- Business Owner Breakfast
 - Pleased with interactions, time to share, networking
 - Will be holding another event in spring; possibly hand out information at Taste of Hershey to businesses present
- Website Update
 - Dan will update with current information for EITC, Foundation Board Members, Taste of Hershey, Amazon Smiles
 - Dan will talk with Bonnie Ritchey about possibility of a student intern to manage the Foundation page
 - Long-term goal is to develop separate Foundation website
- Athletic Designated funds:
 - Boys/girls soccer-coaches clinic
 - Other sports-John is working with coaches to determine equipment purchases
- Review of finances
 - Mike reviewed; current balance is \$102,177.29
- Mascot update
 - Joe shared update status of Trojan Mascot
 - Finalizing design/Hershey personalization
 - 8-10 weeks for delivery after ordered
 - looking at possible Fall 2015 "unveiling"
- EITC Update
 - Sub-committee had preliminary discussions about holding an "event" to promote EITC (no formal decisions yet)
 - Summer is a critical time for soliciting EITC monies; committee will stay on top of this
 - Start talking with banks and corporate partners now to plant seed
- Bylaw Amendment
 - Minor revision-no need for reapproval
 - Article V, Section 2, #3-now states "ex-officio non-voting **delegates** of: The President of the Derry Township School District Board of School Directors...."
This now aligns with how the Board designates the representative to the Trojan Foundation
- Strategy to Communicate with Teachers
 - Dan will get revised application forms to Donna; she will share at her Executive Committee meeting on Monday, January 12
 - Two levels of application-preliminary application completed by teacher and submitted to Trojan Foundation Board for preliminary review; if Board reviews favorably, teacher completes formal application (more detailed), submits to building principal for approval and then to Foundation for final approval

- Donna will share need to have grant applications align to District's Comprehensive Strategic Plan, building goals, etc...
- Taste of Hershey
 - Dan sent "Save the Date" cards out to local restaurants before the holidays
 - Meeting mid-January with Hershey Lodge in HS cafeteria (Heidi, Joe and Dan)
 - Sub-committee formed/expanded
 - Joe, Dan, Heidi, Ann Marie Schupper(?), Lou Verdelli, Ross Santangelo, Dave Twaddell, Ann Rowland
 - Dan will revise sponsor letters
 - Ross will send out to entire Board, letters can then be shared with individuals/companies
 - Mike will share with District vendors
 - Planning to meet every other week (possibly Friday mornings)-Ross will coordinate
- New Business
 - Foundation "Annual Report" document
 - Lou shared what LD's Falcon Foundation produces-gives a snapshot of events for the year, totals received, grants awarded, EITC grants received and thanks to those companies and ways to support Foundation
 - Decided to have similar document to hand out at Taste of Hershey
 - Dan will produce; Lou will assist
- Next Meeting:
 - Wednesday, February 18 at 7:30AM in the District Office

Respectfully submitted,
Heidi Eby