

Derry Township School District Board of Directors Meeting February 23, 2015 Summary Minutes - XV

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: Jason Reifsnyder, Stacy Winslow, Mike Frentz, Dan Tredinnick, Mary E. Hagan, Cynthia Carmidle, Monica Tice, Shelly Tice, Riley Curtin, Joan Rizzo, Gaby Blackburn, Daniel Reeves, Barbara Clouser, Mike Kinney, Tom Hagan

Media in Attendance: Myla Merkel-*The Sun*, Monica Von Dobeneck-*PennLive*

1. OPENING ITEMS

1.1 Call to Order

Minutes: The February 23, 2015 meeting of the Derry Township Board of School Directors was called to order by Mrs. Sheehan at 7:02 p.m.

1.2 Roll Call

1.3 Flag Salute

1.4 Approval of Board of Directors Agenda

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

2. INFORMATIONAL AND PROPOSALS

2.1 Student Recognition

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

2.2 Presentation - Hershey Community Youth Alliance (HCYA) - Ms. Clouser

Minutes: Ms. Clouser provided the Board with an update pertaining to the Hershey Community Youth Alliance.

2.3 Presentation - High School Volleyball Tournament - Ms. Scola

Minutes: Ms. Scola provided the Board with an update with regard to the High School Volleyball Tournament.

2.4 Announcement of Executive Session

Minutes: The Board met in Executive Session prior to the meeting to discuss matters of personnel.

2.5 Recognition of Citizens (Agenda Items)

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

2.6 Standing Committee Meeting Reports

Minutes:

- Mrs. Sheehan provided the following updates with regard to the Athletics and Activities Committee Meeting:
 - Athletic Philosophy
 - Drug and Alcohol Policy
 - Schedule Star
 - Media Fee Structure
- Mr. Shiflett provided the following updates with regard to the Finance Standing Committee Meeting:
 - Budget Planning
 - Expenditure/Revenue
 - Hershey Trust Performance Update
 - TIFF Committee
- Mrs. Eby provided the following updates with regard to the Communications and Community Engagement Committee Meeting:
 - Mobile Application
 - Policy 913
 - Web Discussion
 - Taste of Hershey
 - Community Budget Forum
 - Assessing Community Engagement

2.7 Student Representatives' Report

Minutes: The Student Representatives provided the Board with the following updates:

- Upcoming events

2.8 Finance/Budget Update

Minutes: No Report

2.9 Anticipated Agenda Items for the Next Board of Directors Meeting
The Anticipated Agenda Items for the March 9, 2015 Public Board of Directors Meeting were listed:

1. Approval of February 23, 2015 Board of Directors Summary Minutes
2. 2015-2018 Capital Area Intermediate Unit Representative
3. Requests for the Use of Facilities
4. Personnel
5. Staff Development

Minutes: The anticipated agenda items for the March 9, 2015 meeting of the Derry Township Board of School Directors were reviewed.

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

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

Vote Results

Yea	8	Andrea Abruzzo, Chris Barrett, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	1	Hank Donahue

MOTION CARRIED

4.1 Approval of February 9, 2015 - Summary Board of Directors Meeting Minutes - XIV

4.2 Approval of January 2015 Finance Report

1. The Treasurer's Report for the month ending January 31, 2015 was summarized as follows:

General Fund Revenues	\$1,720,025
General Fund Expenditures	3,439,901
Balance of Cash Plus Investments	31,613,140

(Includes Capital Reserve)

- The listed schedule of investment transactions for the period beginning January 1, 2015 through January 31, 2015, had total interest earnings of \$7,180 comprised of the following:

Money Market	6,603
Capital Reserve	577

The average interest rate for January 2015 was .26%

3. The January 2015 expenditures for the paid bills for all funds totaled \$1,442,210 excluding net payroll, retirement contributions, and debt service.
4. The February 2015 expenditures for the unpaid bills for all funds totaled \$947,981.
5. Estimated expenditures of the General Fund for the month of February 2015 were in the following amounts:

Operating Expenses	\$1,000,000
Utilities	110,200
Net Payroll (2 pays)	1,399,000
Employer Provided Insurance	437,300
Payroll Deductions	738,000
Employer Payroll Taxes (FICA/RET)	164,000
Debt Service	0
Total Estimated Expenditures	\$3,848,500

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 February 2015 budget transfers.

4.4 Requests for Payment - Capital Projects Fund

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

High School Roof Project:

1. Professional Roof Services, LLC \$1,000
Invoice No. 5347

Middle School Roof Project:

2. Garland/DBS, Inc. \$61,537
Invoice No. 5

4.5 Acceptance of Gift

The Administration recommended accepting the following gift:

Donated by: Hershey Little League
Item: Flag Pole and Plaque
 In the Memory of Jeffrey L. Hahn
Specifications: 25 Foot Flag Pole
 Plaque
Value: \$3,020.00

4.6 Approval of Overnight Field Trip/Excursion - Hershey Powerlifting

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

<i>Group:</i>	Hershey Powerlifting
<i>Number of Participating Students:</i>	7 (male)
<i>Grade Level:</i>	9-12
<i>Destination:</i>	Milwaukee, WI
<i>Purpose:</i>	High School Nationals
<i>Depart:</i>	March 26, 2015
<i>Return:</i>	March 30, 2015
<i>Trip Leaders:</i>	Troy Smith Dan Hugendubler

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

4.7 Approval of Policies

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

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

4.8 Requests for the Use of School Facilities

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

<i>Group:</i>	Hershey Girls' Basketball Boosters
<i>Date/Time:</i>	March 13, 2015 6:00 p.m. - 9:00 p.m.
<i>Requested Facility:</i>	Middle School Gym
<i>Event:</i>	Middle School Basketball Tournament
<u><i>Fee:</i></u>	<u>None</u>

<i>Group:</i>	Hershey Blaze Track Club
<i>Date/Time:</i>	April 11, 2015 11:00 a.m. - 4:00 p.m.
<i>Requested Facility:</i>	High School Track (Football Turf Field); Long Jump Pits; Bus Coral Parking Lot
<i>Event:</i>	Youth Track Meet
<u><i>Fee:</i></u>	<u>Custodian: \$39.14 per hour (Approximate \$235 Turf Field Manager: \$30 per hour (Approximate \$180)</u>

Group: Hershey Boys' Soccer Boosters
Date/Time: June 22 - 26, 2015
August 3 - 7, 2015
8:00 a.m. - 12:30 p.m.
Requested Facility: 322 Turf Field
Event: Soccer Camp
Fee: If Needed
Custodian: \$39.14 per hour (per HESPA Agreement)

4.9 Derry Township Parks and Recreation Delegate

The Board recommended appointing Mr. Bruce Hancock as a delegate to Derry Township Parks and Recreation. Mr. Hancock will replace Dr. Hank Donahue.

4.10 Announcement of Staff Development Conferences

Staff Member: William Wenninger
Conference: College Board AP Summer Institute
Location: Goucher College
Towson, MD
Dates: June 22 - 26, 2015
Expenses: \$1,930.00

Staff Member: Brianna Crowley
Conference: Teaching and Learning Conference
Location: Washington D.C.
Date: March 12 - 14, 2015
Expenses: \$250.00

5. NEW BUSINESS

5.1 Approval of CAIU General Operating Budget 2015-2016

The Administration recommended the approval of the 2015-2016 Capital Area Intermediate Unit General Operating Budget. Derry Township School District's contribution to the General Operating Budget is \$52,549.88.

Minutes: Following a motion by Mrs. Abruzzo and a second by Mrs. Eby the CAIU General Operating Budget (2015 - 2016) was approved.

Vote Results

Yea 8 Andrea Abruzzo, Chris Barrett, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

Nay 0

Abstain 0

Not Cast 1 Hank Donahue

MOTION CARRIED

5.2 Approval of High School Bleachers

The Administration recommended the Board approve the purchase of bleachers for the high school gym from C. M. Eichenlaub in the amount of \$195,000 through the Capital Reserve Fund.

Minutes: Following a motion by Mr. Shiflett and a second by Mrs. Neal the High School Bleacher purchase was approved.

Vote Results

Yea 8 Andrea Abruzzo, Chris Barrett, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

Nay 0

Abstain 0

Not Cast 1 Hank Donahue

MOTION CARRIED

5.3 Approval of Turf Field Fence

The Administration recommended the Board approve the purchase and installation of fence for the turf field from Marion Fence Company in the amount of \$9,439 through the Capital Reserve Fund.

Minutes: Following a motion by Mr. Hancock and a second by Mr. Shiflett the purchase and installation of a fence for the turf field was approved.

Vote Results

Yea	8	Andrea Abruzzo, Chris Barrett, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	1	Hank Donahue

MOTION CARRIED

5.4 Personnel - Resignations

The Administration recommended the approval of the following resignations:

Classified:

Brassell, Paul

Bus Driver

District-wide

Reason: Resignation

Effective: 02/09/2015 (retroactive)

Csencsits, Jamie

Teachers' Aide

Elementary School

Reason: Resignation

Effective: 03/13/2015

Limited Service Contract:

Nguyen, Peter

Head Varsity Boys' Tennis Coach

High School

Reason: Resignation

Effective: 02/11/2015 (retroactive)

Minutes: Following a motion by Mrs. Eby and a second by Mrs. Abruzzo the Personnel - Resignations items were approved.

5.5 Personnel – General

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

Limited Service Contracts:

Ayala, Philip *

Theater Technical Lighting/Sound

High School

Group I, Step 1

Salary: \$737

Effective: 02/24/2015

Brought, Naomi *

Musical Set Crew Coordinator

High School

Group I, Step 3

Salary: \$843

Effective: 02/24/2015

Dickinson, Rodney

Theater Set Design

High School

Group I, Step 15

Salary: \$1,475

Effective: 02/24/2015 (pending receipt of Act 34, 151, and 114 clearances)

Mackneer, Jeffrey *

Theater Set Crew Coordinator - Fall/Spring Plays

High School

Group I, Step 4

Salary: \$896

Effective: 02/24/2015

2. The Administration recommended the approval of the Limited Service Contract List of Spring Coaches for the 2014-2015 school year as attached. Limited Service Contracts are one-year or one-season agreements subject to reconsideration prior to the following year or season.

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

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

Vote Results

Yea 8 Andrea Abruzzo, Chris Barrett, Heidi Eby, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

Nay 0

Abstain 0

Not Cast 1 Hank Donahue

MOTION CARRIED

5.6 Discussion - Electronic District Communication

Minutes: The Board discussed electronic district communication.

6. DELEGATES REPORTS

6.1 Dauphin County Technical School

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

6.2 Hershey Trojan Foundation

Minutes: Mrs. 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:

- Mrs. Eby - Recognition of Hershey High School Ice Hockey Team
- Mr. Hancock - Recognition of former Board Member
- Mr. Shiflett - Recognition of visit to the ECC

7.2 Superintendent's Report

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

- Recognition of Students
- Musical
- Homework free weekend
- Recognition of former Board Member

7.3 Board President's Report

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

- Recognition of fellow Board Member

- Upcoming Committee Meetings
- Upcoming events

8. RECOGNITION OF CITIZENS

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

9. ADJOURNMENT

Minutes:

Following a motion by Mr. Franklin and a second by Mrs. Abruzzo the meeting was adjourned at 8:31 p.m.

Respectfully submitted,

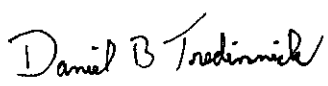
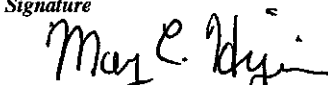
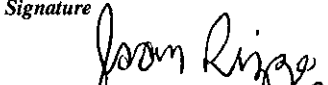
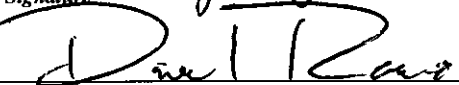
Michael Frentz
Secretary to the Board
Approved at the March 9, 2015 meeting

Maryellen B. Sheehan
President of the Board of Directors

JWR

Derry Township School District
School Board Meeting
February 23, 2015

Please Sign In AND Print Your Name

Signature 	Printed Name Dan Tredinnick
Signature 	Printed Name Mary E. Higgins
Signature 	Printed Name Cynthia Carmickle
Signature 	Printed Name Monica Tice
Signature 	Printed Name Shelby Tice
Signature 	Printed Name Riley Curtin
Signature 	Printed Name Joann Rizzo
Signature 	Printed Name Gabby Blackburn
Signature 	Printed Name David Reeves
Signature 	Printed Name Barbara Clousch
Signature 	Printed Name Mike Kinner
Signature	Printed Name
Signature	Printed Name

RESOLUTION

Regarding the Capital Area Intermediate Unit General Operating Budget for the 2015-16 Fiscal Year

Section 9-964(6) of the Pennsylvania School Code of 1949 as amended, requires that each intermediate unit budget "shall be approved by (i) at least a majority of the school districts comprising the intermediate unit; and (ii) at least a majority of the proportionate votes of all school directors".

At a meeting held on February 23, 2015
by a vote of 8 aye to 0 nay, with 0 abstaining and 1 absent,
as recorded in the minutes, the members of the School Board of the
Derry Township School District,
a member of the Capital Area Intermediate Unit, approved ✓ or disapproved _____
the General Operating Budget of the Capital Area Intermediate Unit for the 2015-16 fiscal year.

Marguerite Shuman
Board President

2-23-15
Date

Attest:

Gail L.
Board Secretary

2/23/15
Date

Instructions: Please e-mail this completed form as a PDF to dmoran@caiu.org, or send by US Postal Service to Daren Moran, CAIU Business Office, 55 Miller Street, Enola, PA 17025. Each school district is required to file a copy of this form with the CAIU and it is made part of the CAIU budget file to confirm compliance with PA School Code Section 9-964(6).

HERSHEY HIGH SCHOOL
2014-15 EXTRA-CURRICULAR RECOMMENDATION - SPRING COACHES

BASEBALL		
	* Douglas Ruhl	Head Varsity Baseball Coach
	James Wix	Volunteer Asst. Varsity Baseball Coach
	Ryan Schwartz	Asst. Varsity Baseball Coach
	* Jesse Woodrow	Asst. JV Baseball Coach
	* Robert Hivner	Asst. JV Baseball Coach
LACROSSE - BOYS		
	* John Schein	Head Boys' Lacrosse Coach
	* Greg Lelek	Asst. Boys' Lacrosse Coach
	* Andrew Briggs	Asst. Boys' Lacrosse Coach
LACROSSE - GIRLS		
	* Kenneth Taylor	Head Girls' Lacrosse Coach
	* Kristy Getsay	Asst. Girls' Lacrosse Coach
	* Barbara Clouser	Asst. Girls' Lacrosse Coach
	* Melissa Chroscinski	Volunteer Asst. Girls' Lacrosse Coach
	* Donna Cronin	Volunteer Asst. Girls' Lacrosse Coach
	Victoria Brady	Volunteer Asst. Girls' Lacrosse Coach
SOCCER - BOYS		
	* Michael Warfel	Head M.S. Boys' Soccer Coach
	* Stacey Latimer	Asst. M.S. Boys' Soccer Coach
	* Andrew Maya	Asst. M.S. Boys' Soccer Coach
SOCCER - GIRLS		
	* Justin Repsch	Head M.S. Girls' Soccer Coach
	* Jarryd Erb	Asst. M.S. Girls' Soccer Coach
	* William Deliberty	Asst. M.S. Girls' Soccer Coach
	* T. Jeffrey Rosensteel	Volunteer Asst. M.S. Girls' Soccer Coach
SOFTBALL		
	* Pamela Reifinger	Head Varsity Softball Coach
	* Dale Laudermilch	Asst. Varsity Softball Coach

**HERSHEY HIGH SCHOOL
2014-15 EXTRA-CURRICULAR RECOMMENDATION - SPRING COACHES**

	* Amy Licata	Asst. JV Softball Coach
	* Jessica Snyder	Asst. JV Softball Coach
	* Emily Ferrara	Volunteer Asst. Softball Coach
	* Jeff Mease	Volunteer Asst. Softball Coach
	* Kyle Moll	Volunteer Asst. Softball Coach
TENNIS - BOYS		
	* Diane Belles	Head Varsity Boys' Tennis Coach
	TBD	Asst. Varsity Boys' Tennis Coach
TRACK AND FIELD		
	* Kevin Stover	Head Varsity Track & Field Coach
	* Timothy Marconi	Asst. Varsity Track & Field Coach
	* Ronald Moore	Asst. Varsity Track & Field Coach
	* Jose Ortiz	Asst. Varsity Track & Field Coach
	* Kellie Stover	Asst. Varsity Track & Field Coach
	* Stephanie Lupacchini	Asst. Varsity Track & Field Coach
	* Michael Gustantino	Volunteer Asst. Varsity Track & Field Coach
	* Lisa Maggio	Volunteer Asst. Varsity Track & Field Coach
	* Kathryn Kammerer	Head M.S. Track & Field Coach
	* Emily Mylin	Asst. M.S. Track & Field Coach
	* Robert Dailey	Asst. M.S. Track & Field Coach
	* Denise Grudi	Asst. M.S. Track & Field Coach
VOLLEYBALL - BOYS		
	* Nathan Erdman	Head Varsity Boys' Volleyball Coach
	* Matthew Kurtz	Asst. Varsity Boys' Volleyball Coach
	* Elise Hawn	Volunteer Asst. Varsity Boys' Volleyball Coach
VOLLEYBALL - GIRLS		
	* John Zitko	Head M.S. Girls' Volleyball Coach
	* Beth Shay	Head M.S. Girls' Volleyball Coach
* This individual is currently an employee and/or volunteer. Clearances are on file.		

DAUPHIN COUNTY TECHNICAL SCHOOL

Delegate Report
February 2015



The Dauphin County Technical School Joint Operating Committee (JOC) met in Executive Session, Work Session and Regular Session on February 11, 2015. Julie Neal and Brian Shiflett attended all meetings.

Prior to the meetings, DCTS Culinary Arts students prepared and served dinner to the JOC members and their guests. Saying we were impressed at the quality of the meal is an understatement. We appreciated not only the good food, but the opportunity to meet the students and observe firsthand the skills gained through their career and technical education.



Leading off the JOC work session, Business Manager Maria Zaharick presented the second draft of the 2015-16 budget. The budget projects an increase of 4.96% over the current budget. Member district costs rise 1.3%; however DTSD's decreases 2.2%. The administration also recommends a 3% increase in the tuition rate, which has been frozen for the past five years, and the budget projects a 7.3% increase in tuition district revenue.

The JOC addressed an administration proposal, tabled from last month, to allocate all of the 2015 bond refinance savings to the member districts and allocate the entire 2014-15 year-end general fund surplus to the Capital Reserve Fund. Business Administrator Maria Zaharick estimated the year-end surplus in the range of \$800,00 to \$1,000,000. JOC members from Central Dauphin SD made an alternative motion to let districts opt into the surplus retention plan on a district-by-district basis, but that motion failed 2-10. The original motion passed 8-4, with Central Dauphin and Susquehanna Township JOC members opposed. That plan saves DTSD about \$125,000, if DCTS realizes a \$1 million surplus this year.

In other business, the JOC approved revised Policy 107 – Adoption of Planned Instruction, Policy 109 – Resource Materials, Policy 110 – Instructional Supplies, and Policy 123 – Interscholastic Athletics.



The JOC approved the purchase of a JLG 10-43A Telehandler in the amount of \$106,256 with \$50,000 of that amount covered by a state equipment grant. The piece of equipment was recommended by the Occupational Advisory Committee and will be used by the Masonry and Building Construction Technology programs. Students will have the opportunity to earn an additional certification through their mastery of telehandler operation. The Adult Ed department is also looking to offer certification programs utilizing the telehandler in addition to the existing forklift certification program.

DCTS Technology Coordinator, Priscilla Rodriquez, discussed a proposal to replace the existing proprietary analog security cameras with high-resolution, IP networked cameras. Ms. Rodriquez indicated the lowest quote, using an approved PEPPM reseller, uses Arecont equipment at a cost of \$143,916.64. The solution is modeled after a similar installation recently implemented by Susquehanna Township SD. The administration proposes using in-house resources to install the cameras and plans three installation phases through the end of the 2015-16 school year. The administration plans to fund the acquisition via the 2015-16 general fund budget.



Dr. Grimm announced during the work session that the school and JOC received a letter from the Harrisburg SD school board president expressing interest in becoming a DCTS member district. JOC members were encouraged to determine the desires of their respective school boards relative to Harrisburg SD's request (as DTSD has already done) and report back at the March JOC meeting. Dr. Grimm also indicated that PFM is available to advise the administration and JOC on financial considerations.

The next JOC meeting will be held Wednesday, March 18, 2015, 7:00 p.m.

Respectfully submitted,

Brian Shiflett

Trojan Foundation Meeting 2/10/15
Delegate Report for 2/23/15 Board Meeting

- Minutes from the January 6, 2015 meeting were approved
- Review of finances
 - Mike reviewed; current balance is \$103,207.23
 - We received matching company donation of \$1000
 - Discussion about how to best serve specific designation of funds with mission of TF.
- Mascot update
 - An agreement was reached with the vendor on price and design
 - Mascot uniform is on order
- Grant Application
 - The board looked at a preliminary funding request from the elementary school and approved it to move onto the second phase, which includes a more detailed project description
- Taste of Hershey
 - Currently have 7 participants + HE&R restaurants (specific ones not yet determined) with the need to double that number (**since the meeting have 3 more confirmed participants)
 - Master list has been divided up among committee members and potential participants have been/are being contacted.
 - Posters made to advertise event and will be distributed
 - Social media advertising
- Website Update
 - Keeping this on the burner about the foundation developing its own web presence.
 - Dan has spoken with Bonnie Ritchey about the possibility of identifying a student intern to assist when the time comes
- New Business - None
- Next Meeting – April 15, 2015 7:30am

Respectfully submitted,
Heidi Eby