



# **Derry Township School District Board of Directors Meeting May 11, 2015 Summary Minutes - XX**

## **1. OPENING ITEMS**

### **1.1 Call to Order**

**Minutes:** The May 11, 2015 meeting of the Derry Township Board of School Directors was called to order by Mrs. Sheehan at 7:00 p.m.

### **1.2 Roll Call**

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

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

**Solicitor:** Kim R. Smith

**Members not in attendance:** Heidi Eby

**Staff/Public in attendance:** Dan Tredinnick, Mike Frentz, Stacy Winslow, Jason Reifsnyder, Jennifer Mysel, Alton Perry, Anthony Potter

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

### **1.3 Flag Salute**

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

**Minutes:** Following a motion by Mrs. Neal and a second by Mr. Shiflett the Board Agenda for this evening's meeting was approved as amended.

## **2. INFORMATIONAL AND PROPOSALS**

### **2.1 Announcement of Executive Session**

**Minutes:** The Board met in Executive Session prior to this meeting to discuss matters of personnel, purchase or lease of real estate, and consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.

### **2.2 Recognition of Citizens (Agenda Items)**

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

## 2.3 Standing Committee Meeting Reports

### **Minutes:**

- Dr. Donahue provided the following updates with regard to the Curriculum Council Committee Meeting:
  - Textbook Recommendations
  - Course Recommendations
- Mr. Shiflett provided the following updates with regard to the Policy Standing Committee Meeting:
  - New Policies (Surveys, Suicide Awareness, Prevention and Response)
  - Revised Policies (Student/Pupil Policies, Volunteers)
- Mr. Shiflett provided the following updates with regard to the General Services Standing Committee Meeting:
  - Capital Improvement Plans (Authority to Solicit Bids)
  - Elementary Roof
  - Boardroom Updates
  - HS and MS Elevator Agreements
  - Energy Procurement
  - Committee Priorities (15-16)

## 2.4 Student Representatives' Report

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

- Recent events
- Upcoming events

## 2.5 Community Correspondence Report

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

## 2.6 Finance/Budget Update

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

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

**Minutes:** The anticipated agenda items for the May 26, 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. Barrett and a second by Mrs. Abruzzo the consent agenda items were approved.

*Vote Results*

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

**MOTION CARRIED**

4.1 Approval of April 22, 2015 Summary Community Budget Forum Minutes and April 27, 2015 - Summary Board of Directors Meeting Minutes - XIX

4.2 Approval of Textbooks

The Administration recommended the approval of the following textbooks for use in the 2015-2016 school year.

**Curricular Area: World Language**

Subject/Course	AP French
Grade Level(s)	HS 12
Title	Themes
Publisher	Vista Higher Learning
Author	Delfosse, et al
Copyright	2016

**Curricular Area: World Languages**

Subject/Course	Spanish IV
Grade Level(s)	HS 10, 11, 12
Title	Tejidos: Comunicacion autentica en un contexto cultural
Publisher	Wayside Publishing
Author	Megan Cory, Janet Parker, Catherine Schwenkler
Copyright	2013

**Curricular Area: ESL**

Subject/Course	ESL I & II
Grade Level(s)	HS 9-12
Title	Hampton-Brown Edge
Publisher	National Geographic/Cengage Learning
Author	David Moore, Deborah Short, Michael Smith, Alfred Tatum
Copyright	2014

**Curricular Area: ESL**

Subject/Course    ESL I & II  
Grade Level(s)    MS 6-8  
Title                Inside  
Publisher           National Geographic/Cengage Learning  
Author              Deborah Short, Josefina Villamil Tinajero  
Copyright          2014

**Curricular Area: Science**

Subject/Course    Advanced Placement Chemistry  
Grade Level(s)    HS 11-12  
Title                Chemistry: The Central Science  
Publisher           Pearson  
Author              Brown, Lemay et al  
Copyright          2015

**Curricular Area: Science**

Subject/Course    Human Anatomy and Physiology  
Grade Level(s)    HS 10-12  
Title                Essentials of Human Anatomy and Physiology, 11th ed.  
Publisher           Pearson  
Author              Elaine Marieb  
Copyright          2015

**Curricular Area: Science**

Subject/Course    College Prep Physics  
Grade Level(s)    HS 11-12  
Title                Discovery Education Science Techbook: Physics  
Publisher           Discovery Education  
Author              Discovery Education  
Copyright          2015 (updated every year)

**Curricular Area: Science**

Subject/Course    Conceptual  
Physics  
Grade Level(s)    HS 11 - 12  
Title                Conceptual  
Physics  
Publisher           Pearson

Author Hewitt  
Copyright 2015

**Curricular Area: Elementary Mathematics**

Subject/Course Mathematics  
Grade Level(s) ECC K - 1/Primary 2  
Title Everyday Mathematics 4  
Publisher McGraw-Hill  
Author Multiple  
Copyright 2015

**Curricular Area: Mathematics**

Subject/Course Algebra I  
Grade Level(s) HS 9-12  
Title Algebra I Common Core  
Publisher Glencoe/McGraw Hill  
Author Carter, Cuevas, Day, Malloy, Holliday, Luchin  
Copyright 2014

**Curricular Area: Mathematics**

Subject/Course Algebra I  
Grade Level(s) MS 7th and 8th  
Grade  
Title Core Connections  
Algebra  
Publisher CPM  
Author Kysh  
Copyright 2013

**4.3 New Course Proposals**

The Administration recommended the approval of the following Hershey High School course offerings entitled:

- Foundations of Ethical Research (Revisions)
- Community Service Learning

**4.4 Approval of Overnight Field Trip/Excursion - Middle School Camp Kenbrook**

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

*Group:* Sixth Grade Class  
*Number of Participating* 320  
*Students:*  
*Grade Level:* 6

*Destination:* Kenbrook, Lebanon, PA  
*Purpose:* Use the outdoors to teach students cross curricular lessons  
*Depart:* 5/18/2015 5/20/2015  
*Return:* 5/20/2015 5/22/2015  
*Trip Leaders:* Mike Warfel, Dan Hugendubler  
 The District reserves the right to cancel the excursion based on events that could pose a heightened safety or security risk.

#### 4.5 Approval of Thirty-Day Review of Policies (Reaffirmation)

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

- 249 - Bullying/Cyberbullying
- 250 - Student Recruitment

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

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

The Administration recommended the approval of Thirty-Day Review of the listed policies of the Derry Township School District Policy Manual. The policies will be on display in the following locations: Hershey Public Library and the District Office.

- 200 - Enrollment in District
- 202 - Eligibility of Nonresident Students
- 203 - Communicable Diseases and Immunization
- 204 - Attendance
- 205 - Postgraduate Students
- 206 - Assignment Within the District
- 207 - Confidential Communications of Students
- 208 - Withdrawal from School
- 209 - Health Examinations
- 215 - Promotion and Retention
- 218 - Student Discipline
- 218.2 - Terroristic Threats
- 219 - Student Complaint Process
- 226 - Searches
- 229 - Student Fundraising
- 234 - Pregnant Students
- 239 - Foreign Exchange Students
- 247 - Hazing
- 248 - Unlawful Harassment
- 916 - Volunteers

In addition, the policies can be accessed on the school's website by going to Board of School Directors, and then Policy.

#### 4.7 Approval of Thirty-Day Review of Policies (New Policies)

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

- 235.1 - Surveys
- 819 - Suicide Awareness, Prevention and Response

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

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

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

**Group:** Hershey Central Baseball Travel Team

**Date/Time:** Sundays  
May 17, 2015 through October 25, 2015  
1:00 p.m. - 5:00 p.m.

**Requested Facility:** North or South Little League Field

**Event:** Games, Practices

**Fee:** None

**Group:** Hershey Youth Football Association

**Date/Time:** Monday through Friday  
July 27, 2015 through November 6, 2015  
5:30 p.m. - 8:00 p.m.

**Requested Facility:** Memorial Football Field, Middle School Practice Field

**Event:** Hershey Youth Football/Cheerleading Practice, Games

**Fee:** None

**Group:** Hershey Youth Football Association

**Date/Time:** Games  
August 22, 2015  
1:00 p.m. - 10:00 p.m.  
August 29, 2015  
October 3, 17, 2015  
8:00 a.m. - 10:00 p.m.  
September 13, 2015  
10:00 a.m. - 7:00 p.m.  
*Playoff Games*  
October 24 - 25, 2015  
October 31 - November 1, 2015  
Time - TBD

**Requested Facility:** Turf Football Field

**Event:** Hershey Youth Football Games, Playoff Games

*Fee:* Turf Field Manager: \$30 per hour

#### **4.9 Request for the Use of School Facilities with Waiver**

The Administration recommended the approval of the following Request for the Use of School Facilities with Waiver:

**Group:** **Hershey Soccer Club**

*Date/Time:* June 27, 28, 2015  
8:00 a.m. - 5:00 p.m.

*Requested Facility:* Two Middle School Grass Soccer Field & Track Turf Restrooms

*Event:* 3 vs 3 Soccer Tournament

*Fee:* Custodian: \$39.14 per hour (Approximate \$783)  
\* Fields (2) Rental Fee: Approximate: \$990  
\* Requesting waiver of facility rental fee (See attached)

#### **4.10 Announcement of Staff Development Conference**

*Staff Members:* Tara Blackburn, Page Kozak

*Conference:* National Association of School Nursing Conference (NASN)

*Location:* Philadelphia, PA

*Dates:* June 24 - 27, 2015

*Expenses:* \$851.50 (Each)

### **5. NEW BUSINESS**

#### **5.1 Resolution Authorizing 2015-2016 Proposed Final Budget Display and Advertising**

**RESOLVED**, by the Board of School Directors of Derry Township District as follows:

- The School District shall make the Proposed 2015-2016 Final Budget as presented to the
1. School Board on May 11, 2015 available for public inspection at least 20 days before the date scheduled for adoption of the Final Budget.
  2. At least 10 days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise a **Final Budget Notice** in substantially the form as presented to the School Board. The notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the School District offices and website.

I certify that the foregoing is a true and correct copy of a resolution adopted by the Board of School Directors at a meeting thereof legally held on May 11, 2015

DERRY TOWNSHIP SCHOOL DISTRICT

\_\_\_\_\_, Secretary  
Date: May 11, 2015

**Minutes:** Following a motion by Mr. Franklin and a second by Mr. Shiflett the resolution authorizing the 2015-2016 Proposed Final Budget display and advertising was approved.



*Vote Results*

**Aye** 8 Andrea Abruzzo, Chris Barrett, Hank Donahue, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett  
**No** 0  
**Abstain** 0  
**Not Cast** 1 Heidi Eby  
**MOTION CARRIED**

**5.2 Approval of Five Year Capital Improvement Plan 2015-2020**

The Administration recommended the Board approve the Five Year Capital Improvement Plan 2015-2020 and authorize the administration to bid all items for 2015-2016.

**Minutes:** Following a motion by Mrs. Neal and a second by Mr. Hancock the 2015-2020 five-year capital improvement plan was approved.

*Vote Results*

**Aye** 8 Andrea Abruzzo, Chris Barrett, Hank Donahue, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett  
**No** 0  
**Abstain** 0  
**Not Cast** 1 Heidi Eby  
**MOTION CARRIED**

**5.3 2015-2016 Capital Area Intermediate Unit Representative**

The Derry Township School District maintains a permanent seat on the Board of Directors for the Capital Area Intermediate Unit. The Board of Directors recommended Maryellen Sheehan represent the District for the three-year term beginning July 1, 2015 through June 30, 2018.

**Minutes:** Following a motion by Mr. Barrett and a second by Mrs. Abruzzo the 2015-2016 Capital Area Intermediate Unit Representative was approved.

*Vote Results*

**Aye** 8 Andrea Abruzzo, Chris Barrett, Hank Donahue, Jayanth Franklin, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett  
**No** 0  
**Abstain** 0  
**Not Cast** 1 Heidi Eby  
**MOTION CARRIED**

**5.4 Approval of Affiliation Agreement - Indiana University of Pennsylvania**

The Administration recommended the Board approve the Affiliation Agreement with the Derry Township School District and Indiana University of Pennsylvania School Psychology Internship Program effective the 2015-2016 academic year.

**Minutes:** Following a motion by Dr. Donahue and a second by Mr. Franklin the affiliation agreement with Indiana University of Pennsylvania was approved.

*Vote Results*

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

**MOTION CARRIED**

**5.5 Approval of TowerMetriX Agreement**

The Administration recommended approving the proposal for services with TowerMetriX to transition to a consistent platform for performance management, staff compliance, and evaluation.

\$1000 per month (1st Year) + 3000 implementation fee  
\$1250 per month (2nd Year)  
\$1500 per month (3rd Year)  
\$1590 per month (4th Year)  
\$1680 per month (5th Year)

**Minutes:** Following a motion by Mr. Franklin and a second by Mr. Shiflett the TowerMetriX agreement was approved.

*Vote Results*

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

**MOTION CARRIED**

**5.6 Approval of Gift - Not on My Watch Assembly**

The Administration recommended accepting the following gift:

*Donated by:* Mr. and Mrs. Mike Leonard  
Mike Leonard Plumbing

*Item:* Not on My Watch Assembly  
October 15, 2015

*Specifications:* Grades K-12

*Value:* \$3,000

**Minutes:** Following a motion by Mr. Hancock and a second by Mr. Shiflett the gift for the Not on My Watch Assembly was approved.

*Vote Results*

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

**MOTION CARRIED**

### 5.7 Personnel - Resignations

The Administration recommended the approval of the following resignations:

**Professional:**

**Erickson, Amy**

Special Education Teacher

Elementary School

Reason: Personal

Effective: At the end of the 2014-2015 school year

**Classified:**

**Boger, Henry**

Groundskeeper

District-wide

Reason: Personal

Effective: 05/01/2015 (retroactive)

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

### 5.8 Personnel - General

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

**Professional:**

**Biss, Joshua** (replacing Sarah Patches)

Psychology Intern

District-wide

Salary: \$10,000 (no benefits, funded through IDEA-B Grant)

Effective: 08/18/2015 through the end of the 2015-2016 school year

**Classified:**

**Fichthorn, Terry** (replacing Toni Beare)

General Food Service Worker

Middle School

Level A: 4.0 hours per day

Salary: \$12.36 per hour

Effective: 08/01/2015 (pending receipt of Act 114 clearance)

**LaRuffa, Christine** (replacing Kristina Winters)

Cafeteria/Recess Aide

Elementary School

Level A: 3.0 hours per day

Salary: \$12.63 per hour

Effective: 05/12/2015 (pending receipt of Act 151 clearance)

**Marengo, Joshua** (replacing Stephanie Solis)

Special Education Aide

High School

Level A: 5.75 hours per day  
Salary: \$15.19 per hour  
Effective: 05/18/2015

**Yingst, Sharon**

Substitute Cafeteria/Recess Aide  
Elementary School  
Salary: \$11.01 per hour  
Effective: 05/12/2015

**Limited Service Contracts:**

**Becker, Laura \***

Extended School Year  
Elementary School  
Salary: \$2,000  
Effective: 07/06/2015 - 07/30/2015

**DeVivo, Kara \***

Extended School Year  
Elementary School  
Salary: \$2,000  
Effective: 07/06/2015 - 07/30/2015

**Ermold-Lacasse, Dana \***

Extended School Year  
Elementary School  
Salary: \$2,000  
Effective: 07/06/2015 - 07/30/2015

**Keene, Pamela \***

Extended School Year  
Elementary/High School  
Salary: \$2,000  
Effective: 07/06/2015 - 07/30/2015

**Kenney, Beth \***

Extended School Year  
Elementary School  
Salary: \$2,000  
Effective: 07/06/2015 - 07/30/2015

**Krause, Alaric \***

Extended School Year  
High School  
Salary: \$1,000  
Effective: 07/06/2015 - 07/30/2015

**Marron, Jennifer \***  
Extended School Year  
Elementary/High School  
Salary: \$1,000  
Effective: 07/06/2015 - 07/30/2015

**Przybylowski, Amanda \***  
Extended School Year  
Elementary School  
Salary: \$2,000  
Effective: 07/06/2015 - 07/30/2015

**Stets, Alys \***  
Extended School Year  
High School  
Salary: \$2,000  
Effective: 07/06/2015 - 07/30/2015

**Wix, James**  
Assistant Varsity Baseball Coach  
High School  
Group E, Step 2  
Salary: \$2,369  
Effective: 05/12/2015

**Wrenn, Erin \***  
Extended School Year  
High School  
Salary: \$1,000  
Effective: 07/06/2015 - 07/30/2015

2. The Administration recommended the approval of the following individuals for the 2014-2015 Extended School year for the Special Education Department:

**Bailey, Martha \***  
Teachers' Aide  
Elementary School  
Salary: \$14.06 per hour  
Effective: 07/06/2015 - 07/30/2015

**Endicott, Danielle \***  
Teachers' Aide  
Elementary School  
Salary: \$14.06 per hour  
Effective: 07/06/2015 - 07/30/2015

**Gacesa, Linda \***  
Teachers' Aide  
Elementary School  
Salary: \$16.11 per hour  
Effective: 07/06/2015 - 07/30/2015

**Kinger, Christine \***  
Special Education Aide  
Elementary School  
Salary: \$17.76 per hour  
Effective: 07/06/2015 - 07/30/2015

**Kramer, Laurie \***  
Special Education Aide  
Elementary School  
Salary: \$15.64 per hour  
Effective: 07/06/2015 - 07/30/2015

**Marengo, Joshua \***  
Special Education Aide  
High School  
Salary: \$15.64 per hour  
Effective: 07/06/2015 - 07/30/2015

**O'Grady, Paulette \***  
Teachers' Aide  
High School  
Salary: \$16.11 per hour  
Effective: 07/06/2015 - 07/30/2015

**Reinbold, Candace \***  
Special Education Aide  
High School  
Salary: \$15.64 per hour  
Effective: 07/06/2015 - 07/30/2015

**Sengerdy, Rebecca \***  
Teachers' Aide  
Elementary School  
Salary: \$16.11 per hour  
Effective: 07/06/2015 - 07/30/2015

**Stein, Nancy \***  
Special Education Aide  
Elementary School  
Salary: \$15.64 per hour  
Effective: 07/06/2015 - 07/30/2015

**Sullivan, Kimberly \***  
Special Education Aide  
Elementary School  
Salary: \$17.76 per hour  
Effective: 07/06/2015 - 07/30/2015

**Witters, Melissa \***  
Teachers' Aide  
High School  
Salary: \$16.11 per hour  
Effective: 07/06/2015 - 07/30/2015

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

**Willis, Casey \***  
Grade 5 Teacher  
Intermediate Elementary School  
Paid/Unpaid Childrearing Leave  
Effective: 08/24/2015 through the end of the first trimester (approximately 11/23/2015)

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

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

*Vote Results*

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

**MOTION CARRIED**

## **6. SPECIAL REPORTS**

### **6.1 Board Members' Report**

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

- Mr. Shiflett - Derry Township TIFF meeting postponed
- Mr. Hancock - Bike-To-School Day

### **6.2 Superintendent's Report**

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

- Kindergarten Orientation

### 6.3 Board President's Report

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

- Drug and Alcohol Policy (Feedback)
- Athletic and Activities Meeting (May 26)

### 7. RECOGNITION OF CITIZENS

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

- Chad Carper - Board Meetings, Affiliation Agreement, Not on My Watch Assembly

### 8. ADJOURNMENT

**Minutes:** Following a motion by Mr. Franklin and a second by Mrs. Abruzzo the meeting was adjourned at 7:39 p.m.

Respectfully submitted,

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Michael Frentz  
Secretary to the Board  
Approved at the May 26, 2015 meeting

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Maryellen B. Sheehan  
President of the Board of Directors

JWR



**Derry Township School District**  
**School Board Meeting**  
May 11 , 2015

**Please Sign In AND Print Your Name**

*Signature*

Daniel B Tredinnick

*Printed Name*

Dan Tredinnick

*Signature*

J Myser

*Printed Name*

Jennifer Myser

*Signature*

Alton Perry

*Printed Name*

Alton Perry

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Anthony J. Potter

*Printed Name*

Anthony Potter

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## DERRY TOWNSHIP SCHOOL DISTRICT

### Proposal for Services

4/28/2015

#### OVERVIEW

TowerMetriX is providing a solution that will allow **Derry Township School District** to transition to a consistent platform for performance management, staff compliance, and evaluation. TowerMetriX will be responsible for coordinating and facilitating implementation in conjunction with designated **Derry Township School District** personnel.

#### IMPLEMENTATION

A TowerMetriX Implementation Specialist will be assigned at contract signing to develop a project plan, including a timeline for deliverables. The implementation specialist will coordinate the efforts of additional TowerMetriX resources to ensure that all interface and conversion requirements are met.

#### SERVICE & SUPPORT

The TowerMetriX solution is designed for ease of implementation and ease of use. However, equally important to the TowerMetriX commitment to software design is our commitment to provide the training and support required to ensure that each member of your staff is using TowerMetriX effectively.

The following services are **included** as part of the monthly utilization fee paid for the TowerMetriX Performance Management Solution:

##### Security

TowerMetriX is hosted in a state-of-the-art, multi-million dollar, fully-secured data center. The center is staffed 365 x 24 x 7 and under constant camera surveillance. The facility is SAS 70 and SSAE-16 certified, has protected and redundant servers and full generator backup systems.

Each TowerMetriX client has a completely separate and private SQL Server database, not just separate tables. Isolating each client database virtually eliminates any risk that one client's data could be accidentally or maliciously accessed by another.

##### Training

TowerMetriX uses a train-the-trainer approach for staff training. We find that this approach is effective to achieve the balance between teaching the skills required for using the TowerMetriX tool, and for the dissemination of the conventions, policies and best practices that you have in place. Documentation is provided both to assist the instructor and for distribution to the staff being trained.



**DERRY TOWNSHIP SCHOOL DISTRICT****Proposal for Services**

4/28/2015

**Documentation**

TowerMetriX provides both online help and user documentation to assist TowerMetriX users. These materials are available through the application's Help menu. TowerMetriX can provide, on a contract basis, custom documentation including tutorials and webinars.

**Product Support**

TowerMetriX provides both email and phone support, Monday through Friday, 8 am (EST) to 5 pm (EST). Email support requests can be submitted 24x7 through the [support@towermetrix.com](mailto:support@towermetrix.com) address. Phone support is provided via our toll-free number 1-888-543-6073.

**Software Updates & Enhancements**

TowerMetriX periodically updates the TowerMetriX solution to include new functionality or to enhance existing features. Updates occur automatically and are designed so that there is little to no impact to current system users.

**PRICING**

<b>TowerMetriX Solution</b>		<b>Utilization Fee</b>
Secure Web Access Private Data Storage Interface Support Train-the-Trainer Documentation Product Support Updates & Enhancements	Year 1	\$1000/month
	Year 2	\$1250/month
	Year 3	\$1500/month
	Year 4	\$1590/month
	Year 5	\$1680/month

**Implementation Fee****\$3,000**

The TowerMetriX Implementation Fee is invoiced at the time of contract signing.

The implementation fee is a **one-time charge** that includes:

- Implementation Planning and Project Management
- Creation of Demo/Test and Production Environments for **Derry Township School District**
- Data Interface Services for initial and recurring data load
- Conversion Assistance of District Specific Education/Policies/Job Descriptions

DERRY TOWNSHIP SCHOOL DISTRICT

Proposal for Services

4/28/2015

PRICE QUOTATION IS VALID UNTIL MAY 30, 2015

**ACCEPTANCE of PROPOSAL**

To accept this proposal, please complete the following and return to Kerry Chambon at TowerMetriX.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*date*

\_\_\_\_\_  
*Name (printed)*

\_\_\_\_\_  
*Title*