



# Derry Township School District

## Board of Directors Meeting – November 4, 2013

### Summary Minutes - IX

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#### *Roll Call*

**Members in attendance:** Chris Barrett, Hank Donahue, John Gräb, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan, Ellen Sheffey, Brian Shiflett

**Non-Voting Members in attendance:** Joseph McFarland, Jason Reifsnyder, Steve Rineer, Lisa Sviben Miller, Dan Tredinnick

**Staff/Public in attendance:** Ruth Still, Renee Owens, Stacy Winslow, Judy Haverstick, AnnMarie Schupper, Emma Hetrick, Sarah Spicer

**Media in attendance:** Monica Von Dobeneck – *Patriot News*, Myla R. Merkel – *The Sun*

#### **1. OPENING ITEMS**

##### **1.1 Call to Order**

**Minutes:** The November 4, 2013 meeting of the Derry Township Board of School Directors was called to order by Mr. Chris Morelli at 7:02 p.m.

##### **1.2 Roll Call**

##### **1.3 Flag Salute**

##### **1.4 Approval of School Board Agenda**

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

#### **2. INFORMATIONAL AND PROPOSALS**

##### **2.1 Presentation - Flipping: The Traditional Use and Beyond - Renee Owens & Ruth Still**

**Minutes:** Renee Owens and Ruth Still provided the Board with an overview with regard to the challenges and success of implementing a flipped classroom.

##### **2.2 Announcement of Executive Session**

**Minutes:** The Board met in Executive Session prior to the evening's meeting regarding employment issues, labor relations, and arbitrations.

### 2.3 Recognition of Citizens (Agenda Items)

### 2.4 Citizen Advisors to Board Standing Committee Discussion

**Minutes:** Mr. McFarland provided the Board with update with regard to Citizen Advisor vacancies.

### 2.5 Standing Committee Report

**Minutes:** Dr. Donahue provided the following updates with regard to Curriculum Council Standing Committee:

- Three course deletion for Business Education
- New text book proposal for World Language

### 2.6 Student Representatives' Report

**Minutes:** Miss Hetrick and Miss Spicer provided the following updates:

- Recent activities/events
- Upcoming activities/events

### 2.7 Community Correspondence Report

**Minutes:** Mr. Tredinnick informed the Board that there were a total of three communications/inquiries during the month of October:

- 3 Online submissions
- 0 Email submissions

### 2.8 Anticipated Agenda Items for the Next School Board Meeting

1. Standing Committee Report:
  - General Services/Finance Standing Committees
2. Presentation - Comprehensive Facilities Master Plan Study Report - Fanning Howie
3. Approval of November 4, 2013 School Board Summary Minutes
4. Recognition of Outgoing School Board Members
5. Recognition of Students
6. Approval of October 2013 Finance Report
7. Approval of Budget Transfers
8. Requests for Payment - Construction Projects
9. Requests for the Use of Facilities
11. Personnel
12. Staff Development

**Minutes:** The anticipated agenda items for November 18, 2013 meeting of the Derry Township Board of School Directors were reviewed.

### **3. UNFINISHED BUSINESS**

#### **3.1 Superintendent Search Update**

**Minutes:** Mr. Barrett provided the Board with an update with regard to the Superintendent search.

### **4. CONSENT AGENDA ITEMS**

**Minutes:** Following a motion by Dr. Parrish and a second by Mr. Hancock the consent agenda items were approved.

#### *Vote Results*

<b>Yea</b>	9	Chris Barrett, Hank Donahue, John Gräb, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
<b>Nay</b>	0	
<b>Abstain</b>	0	
<b>Not Cast</b>	0	

#### **4.1 Approval of October 21, 2013 School Board Meeting Summary Minutes VIII**

#### **4.2 Sick Leave Bank One-time Waiver Request**

The Administration recommended the approval of a one-time waiver of the current language in the HEA Collective Bargaining Agreement for members of the association to join the sick leave bank. Members who take advantage of this offer would need to contribute six sick days. Members would need to file the appropriate paperwork during the 2013-2014 school year and it is understood that the offer will no longer be available after the close of the 2013-2014 school year.

#### **4.3 School Club Proposal - Tri-M Music National Honor Society**

The Administration recommended the addition of the Hershey High School Tri-M Music National Honor Society. No Limited Service Contract is associated with this club.

#### **4.4 Approval of Policies**

The Administration recommended the approval of the following policies of the Derry Township School District Policy Manual:

- o 222 Tobacco Use
- o 323 Tobacco Use
- o 351 Drug and Substance Abuse
- o 423 Tobacco Use
- o 451 Drug and Substance Abuse
- o 523 Tobacco Use
- o 551 Drug and Substance Abuse
- o 603 Budget Preparation

- o 614 Payroll Authorization
- o 703 Sanitary Management
- o 704 Maintenance
- o 706 Property Records (Reaffirmation)
- o 706.1 Disposal of Surplus, Obsolete and Irreparable Furniture and Equipment
- o 708 Lending of Equipment and Books (Reaffirmation)
- o 709 Building Security
- o 710 Use of School Facilities By Staff (Reaffirmation)
- o 715 Use of Fax Machines (Reaffirmation)
- o 716 Integrated Pest Management
- o 717 Cellular Telephones/Electronic Communication Devices
- o 805 Emergency Preparedness
- o 819 Sudden Death Awareness – Intervention & Postvention
- o 904 Public Attendance At School Events
- o 910 Community Relations
- o 912 Relations With Educational Institutions
- o 913 Relations With Special Interest Groups
- o 916.1 Megan's Law
- o 917 Parent/Family Involvement (Reaffirmation)
- o 919 District School Report Cards

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

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

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

*Group:* Senior Mens' Basketball  
 Tuesday and Thursdays  
*Date/Time:* October 22, 2013 to October 4, 2014  
 5:30 p.m. - 7:30 p.m.

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

*Group:* Trojan Youth Wrestling  
 Tuesday, Wednesday, Fridays  
*Date/Time:* November 19, 2013 to March 15, 2014  
 5:30 p.m. - 8:00 p.m.

*Requested Facility:* High School Mat Room, Boys' Locker Room  
*Event:* Hershey Elementary Wrestling Practices  
*Fee:* None

*Group:* Hershey Cub Scout Pack 65  
November 21, December 19, 2013  
*Date/Time:* January 16, February 20, April 24, 2014  
6:00 p.m. - 8:00 p.m.  
*Requested Facility:* Primary Elementary Multi-Purpose Room  
*Event:* Monthly Pack Meeting  
*Fee:* None

*Group:* Hershey Symphony Festival Strings  
*Date/Time:* January 9 and 23, 2014  
3:30 p.m. - 7:00 p.m.  
*Requested Facility:* Middle School Auditorium, Cafeteria  
*Event:* Middle School String Orchestra Rehearsal  
*Fee:* None

*Group:* Trojan Youth Wrestling  
*Date/Time:* March 14, 2014  
8:00 p.m. - 10:00 p.m.  
March 15, 2014  
6:00 a.m. - 10:00 p.m.  
*Requested Facility:* High School Gym, Mat Room, Cafeteria, Trainer's Room, Rest Rooms  
*Event:* Trojan Youth Wrestling Tournament  
*Fee:* Custodian \$36.75 per hour

*Group:* Hershey Soccer Club  
*Date/Time:* April 13 and 27, 2014  
Noon- 8:00 p.m.  
*Requested Facility:* 322 Turf Field  
*Event:* Hershey Soccer Club Travel Team Tryouts  
*Fee:* Turf Field Manager - Approximately \$480

#### 4.6 Announcement of Board Development Conference

*Board Members:* Maryellen Sheehan  
Ellen Sheffey  
Brian Shiflett  
*Conference:* PASA-PSBA School Leadership Conference 2013  
*Location:* Hershey Lodge and Convention Center

Dates: October 15 - 18, 2013 (retroactive)

Expenses: \$995.00

## 5. NEW BUSINESS

### 5.1 Approval of Derry Township School District Comprehensive Plan 2013-2014 through 2019-2020

The Administration Team recommended the Board of Directors of Derry Township School District, certify that the Derry Township School District Comprehensive Plan for the periods 2013-2014 through 2019-2020 was available for public review, endorsed by our District Staff, and now approved by the duly elected Board as required by the Pennsylvania Department of Education.

**Minutes:** Following a motion by Mrs. Sheffey and a second by Mr. Shiflett the Derry Township School District Comprehensive Plan for 2013-2014 through 2019-2020 was approved.

#### *Vote Results*

**Yea**            9        Chris Barrett, Hank Donahue, John Gräb, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett

**Nay**            0

**Abstain**       0

**Not Cast**     0

#### **MOTION CARRIED**

### 5.2 Personnel – General

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

#### **Act 93:**

**Scheurich, Kirsten** (replacing Lynn Dell)

Director of Special Education

District-wide

Salary: \$89,500 (prorated)

Effective: To be determined

#### **Classified:**

**Przybylowski, Amanda \***

Substitute Teachers' Aide

District-wide

Salary: \$11.63 per hour

Effective: 11/05/2013

#### **Limited Service Contract:**

**Moore, Ronald \*** (replacing Andrea Cooper Tiedgen)

Assistant Varsity Girls' Basketball Coach

High School

Level II, Group B, Step 5

Salary: \$2,928

Effective: 11/18/2013

**Transfer of Coaching:**

**Tiedgen, Andrea Cooper \***

From: Assistant Varsity Girls' Basketball Coach  
High School

To: Volunteer Assistant Varsity Girls' Basketball Coach  
High School

Effective: 11/18/2013

2. The Administration recommended the approval of the following request in accordance with District Policy 435 & 439:

**Peters, Amanda \***

Learning Facilitator

Early Childhood Center

Paid/Unpaid Childbearing/rearing Leave

Effective: On or before 01/31/2014 for up to twelve weeks

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

**Minutes:** Following a motion by Mrs. Sheehan and a second by Mr. Shiflett the Personnel-General items were approved.

*Vote Results*

<b>Yea</b>	9	Chris Barrett, Hank Donahue, John Gräb, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
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<b>Nay</b>	0
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<b>Abstain</b>	0
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<b>Not Cast</b>	0
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**MOTION CARRIED**

**6. DELEGATES REPORTS**

**6.1 Harrisburg Area Community College**

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

- Preliminary Audit Report
- Budget Projections
- DTSD contributions
- Middle States Accreditation
- Personnel Changes
- 50th Anniversary Celebration
- Legislation

**6.2 Capital Area Intermediate Unit**

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

- Early Intervention Pre-School Program
- Apple I-pad Summit
- Program Spotlight
- Review of Draft Comprehensive Plan

## **7. SPECIAL REPORTS**

### **7.1 Board Members' Report**

**Minutes:** Mr. Shiflett provided the Board with the following update:

- School Bus Safety Program

### **7.2 Acting Superintendent's Report**

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

- Fire Department Practice Exercise at the Middle School

### **7.3 Board President's Report**

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

- Policy
- Highlights from Football Game

## **8. RECOGNITION OF CITIZENS (Non-Agenda Items)**

**Minutes:** AnnMarie Schupper:

- Comprehensive Plan
- Flipped Classroom Parent/Student Survey

## **9. ADJOURNMENT**

**Minutes:** Following a motion by Mrs. Sheehan and a second by Dr. Parrish the meeting was adjourned at 7:57 p.m.

Respectfully submitted,

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Stephen E. Rineer  
 Secretary to the Board  
 Approved at the November 18, 2013 meeting

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Chris Morelli  
 President of the Board of Directors

JWR

Derry Township School District  
School Board Meeting  
November 4, 2013

Please Sign In AND Print Your Name

Signature

*Myla R Melba*

Printed Name

Myla R Melba

Signature

*Monica von Dobrenek*

Printed Name

Monica von Dobrenek

Signature

Printed Name

Derry Township School District  
School Board Meeting  
November 4, 2013

Please Sign In AND Print Your Name

Signature

*Daniel B Tredinnick*

Printed Name

Dan Tredinnick

Signature

*Ruth Still*

Printed Name

Ruth Still

Signature

*Stacy Winston*

Printed Name

Stacy Winston

Signature

*Judy Haverstick*

Printed Name

Judy Haverstick

Signature

*Ann Marie Schupper*

Printed Name

ANNMARIE SCHUPPER

Signature

Signature

Printed Name

Signature

Printed Name