

**NO: II**  
**Minutes of the**  
**Board of School Directors**  
**DERRY TOWNSHIP SCHOOL DISTRICT**  
**Hershey, PA 17033**

**August 20, 2007**

**OPENING ITEMS**

**1.01 Call To Order**

Mr. John Gräb, board vice-president, called the meeting to order at 7:03 p.m.

**1.02 Roll Call**

**Directors Present:** Mr. Christopher Barrett  
Dr. Donna Cronin  
Mr. Brad Dorrance  
Mr. John Gräb  
Mr. Alan Malkoff  
Dr. William Parrish

**Directors Absent:** Mrs. Beulah Chabal  
Mrs. Sharon Cin  
Mr. Charles Stover

**Superintendent:** Dr. Linda Brewer

**Secretary:** Mr. Stephen Rineer

**Solicitor:** Mr. Brian Jackson

**Press:** Mr. David Hunt                      HERSHEY CHRONICLE  
Mr. Drew Weidman                   HUMMELSTOWN SUN

**Representatives of the Administrative Staff:** Ms. Jackie Castleman, Ms. Lori Dixon, Mr. Edward Consalo, Ms. Karen Shenk, Mr. Sam Elias, Ms. Cindy Goldsworthy, Ms. Sue King, Mr. Joe McFarland, Mr. Mike Murphy, Mr. Peter Ebert, Ms. Laurie Wade, Mr. Troy Portser, Ms. Lisa Sviben Miller, and Mr. David Yarian.

**Representatives of the Staff and Community:** Ms. Selma Sanders-West, Ms. Bunny Hottenstein, Ms. Christine Long, Mr. Tom Long, Ms. Megan Hulse, Ms. Cindy Hertz, Ms. Diane Sullivan, Ms. Pat English, Ms. Marietta Mierski, Ms. Ann Marie Shupper, Ms. Heidi Eby, Ms. Ellen Sheffey, Ms. Chris Petersen, Mr. Tom Stang, Ms. Judy Woodring,

Ms. Julie Neal, and Mary Suminski.

### **1.03 Flag Salute**

Mr. Dorrance led the meeting in the Salute to the American Flag.

## **ANNOUNCEMENT**

### **2.01 Approval of Minutes of the August 6, 2007 Meeting**

Mr. Gräb requested a motion to approve the Minutes of the August 6, 2007 meeting of the Derry Township Board of School Directors.

Moved by Mr. Barrett; seconded by Mr. Malkoff.

All Board members present signified by a Yes vote.

## **MOTION CARRIED**

## **BUSINESS OF MEETING**

### **3.01 Announcement Of Executive Session**

In Mr. Stover's absence, Mr. Gräb announced that the Board met in Executive Session prior to the meeting to discuss matters of personnel. He noted that Mr. Stover, Mrs. Chabal, and Mrs. Cin had excused absences.

### **3.02 Recognition Of Citizens (Agenda Items)**

No citizen comments on agenda items.

### **3.03 Standing Committee Reports**

Mr. Gräb provided a report from the August 20, 2007 General Services Standing Committee meeting.

### **3.04 Presentation – Strategic Plan**

The proposed Strategic Plan was presented by Dr. Brewer. The Strategic Plan will be on public display for 30 days prior to final approval.

## UNFINISHED BUSINESS

### 4.01 Unfinished Business

None

## NEW BUSINESS

### 5.01 Approval of Finance Report for July 2007

1. The Treasurer's Report for the month ending July 31, 2007 was summarized as follows:

General Fund Revenues	\$2,794,531
General Fund Expenditures	1,921,624
Balance of Cash Plus Investments	10,550,866

2. The listed schedule of investment transactions for the period beginning July 1, 2007 through July 31, 2007 had total interest earnings of \$77,853 comprised of the following:

General Fund	10,629
Certificates of Deposit	67,213
PA School District Liquid Asset Fund	0
PA Local Government Investment Trust	11

The average interest rate for July 2007 was 5.13%

3. The July 2007 expenditures for the paid bills for all funds totaled \$913,952 excluding net payroll, retirement contributions, and debt service.
4. The August 2007 expenditures for the unpaid bills for all funds total \$1,379,818.
5. The estimated expenditures of the General Fund for the month of August 2007 are in the following amounts:

Operating Expenses	\$1,400,000
Utilities	165,400
Net Payroll	1,250,000
Employer Provided Insurance	336,850
Payroll Deductions	620,000
Employer Payroll Taxes (FICA/RET)	143,055
Debt Service	<u>10,278</u>

**Total Estimated Expenditures** **\$3,925,583**

Mr. Gräb requested a motion to approve the July 2007 finance report.

Moved by Mr. Barrett; seconded by Dr. Cronin.

All Board members present signified by a Yes vote.

**MOTION CARRIED**

**5.02 Requests for Payment - High School Building Project**

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

**High School Additions and Renovations:**

eci Construction (General Contractor) Invoice No. 16	\$20,965.89
MBR Construction Services (HVAC Contractor) Application No. 15	94,905.00
Shannon A. Smith, Inc. (Electrical Contractor) Invoice No. 15	41,823.75

Mr. Gräb requested a motion to approve the Requests for Payment – High School Building Project.

Moved by Dr. Cronin; seconded by Dr. Parrish.

**Roll Call Vote:**

Barrett	-	Yes	Cronin	-	Yes	Malkoff	-	Yes
Chabal	-	Absent	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Absent	Gräb	-	Yes	Stover	-	Absent

6      Yes                                      3      Absent

**MOTION CARRIED**

**5.03 Employee Assistance Program Agreement**

The Administration recommended the Board approve the agreement between Derry Township School District and Ceridian Corporation (Ceridian). Under the agreement, Ceridian will provide Employee Assistance Program Services for the District and its employees for the 2007-2008 school year.

Mr. Gräb requested a motion to approve the Employee Assistance Program Agreement.

Moved by Dr. Parrish; seconded by Mr. Dorrance.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Malkoff	-	Yes
Chabal	-	Absent	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Absent	Gräb	-	Yes	Stover	-	Absent

6 Yes 3 Absent

### **MOTION CARRIED**

#### **5.04 Approval of Extended Food Services Agreement – Hershey Christian School 2007-2008**

The Administration recommended the Board approve and ratify a further extension of contract to provide food services to Hershey Christian School. This contract will continue the arrangement whereby the District will provide onsite lunch to Hershey Christian School for three days per week, to commence on September 10, 2007 and ending at the conclusion of the Hershey Christian School academic year or the District school year whichever shall occur first.

Mr. Gräb requested a motion to approve the Extended Food Services Agreement – Hershey Christian School 2007-2008.

Moved by Dr. Parrish; seconded by Mr. Barrett.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Malkoff	-	Yes
Chabal	-	Absent	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Absent	Gräb	-	Yes	Stover	-	Absent

6 Yes 3 Absent

### **MOTION CARRIED**

#### **5.05 Approval of Physician of Record Contract**

The Administration recommends the appointment of Cocoa Family Medicine as the School Physician of Record for the 2007-2008 school year. The Physician of Records stipend is \$1,200, \$22.00 for each physician exam, and \$5.00 for each recertification.

Mr. Gräb requested a motion to approve the agreement.

Moved by Dr. Parrish; seconded by Mr. Dorrance.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Malkoff	-	Yes
Chabal	-	Absent	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Absent	Gräb	-	Yes	Stover	-	Absent

6      Yes                                      3      Absent

## **MOTION CARRIED**

### **5.06 Approval of The Red Cross Statement of Agreement – Mass Care Facilities**

For several years, the District has agreed to offer its facilities as potential Red Cross "care facilities" in the event of a local emergency. Periodically, the Red Cross asks the District to renew this commitment and recently has done so. The Red Cross Statement of Agreement for Mass Care Facilities recognizes that the District's primary organizational responsibilities limit the extent to which it may provide assistance, but reaffirms the District's commitment to assist in emergency or disaster situations that impact our citizens and community. As such, the Administration recommends that the District reaffirm its commitment to providing such assistance and that the Board approve and execute the Red Cross proposed Statement of Agreement for Mass Care Facilities, which also has been reviewed by the District's Solicitor.

Mr. Gräb requested a motion to approve the agreement.

Moved by Mr. Barrett; seconded by Dr. Cronin.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Malkoff	-	Yes
Chabal	-	Absent	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Absent	Gräb	-	Yes	Stover	-	Absent

6      Yes                                      3      Absent

## **MOTION CARRIED**

### **5.07 Approval of Policies: 324 Personnel Files, 407 Student Teachers, 424 Personnel Files (Professional Employees), 524 Personnel Files (Classified Employees), 805 Emergency Preparedness, 806 Child/Support Abuse, 807 Opening Exercises, 810 Transportation**

The Administration recommended the approval of the following policies of the Derry Township School District Policy Manual which have been on public review for thirty days

in the Hershey Public Library, Derry Township Tax Office, Derry Township Municipal Office, Hershey High School Library, and District Office:

- 324 Personnel Files
- 407 Student Teachers
- 424 Personnel Files (Professional Employees)
- 524 Personnel Files (Classified Employees)
- 805 Emergency Preparedness
- 806 Child/Student Abuse
- 807 Opening Exercises
- 810 Transportation

Mr. Gräb requested a motion to approve the policies.

Moved by Mr. Dorrance; seconded by Mr. Malkoff.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Malkoff	-	Yes
Chabal	-	Absent	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Absent	Gräb	-	Yes	Stover	-	Absent

6	Yes	3	Absent
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## **MOTION CARRIED**

### **5.08 Requests for the Use of Facilities**

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

*Group:* Hershey Flag Football  
*Date/Time:* Saturdays  
September 1 - November 10, 2007  
8:00 a.m. - Noon  
Monday and Wednesdays  
August 27 - November 8, 2007  
6:00 - 9:00 p.m.  
*Requested Facility:* Saturdays - Memorial Field  
Monday and Wednesdays - Upper Field Behind Middle School  
*Event:* Flag Football Games and Practices  
*Fee:* None

*Group:* Wilkes University  
*Date/Time:* Monday and Wednesdays  
 September 10 - December 5, 2007  
 4:30 p.m. - 8:30 p.m.  
*Requested Facility:* Monday - Middle School Room A152  
 Wednesday - District Office  
*Event:* Wilkes University Off-campus MS in Education Degree Program  
*Fee:* None

*Group:* Hershey Wrestling Boosters  
*Date/Time:* Saturday  
 October 6, 2007  
 6:00 - 9:00 p.m.  
 Sunday  
 October 7, 2007  
 6:30 a.m. - 4:30 p.m.  
*Requested Facility:* Saturday - Middle School Gym, Lobby  
 Sunday - High School Gym, Lobby, Cafeteria  
*Event:* Chocolate Town Open Tournament  
*Fee:* As per Lease Agreement

*Group:* Multicultural Awareness Club/Penn State Com.  
*Date/Time:* Friday  
 November 10, 2007  
 6:00 - 11:00 p.m.  
 Saturday  
 November 11, 2007  
 Noon - 11:00 p.m.  
*Requested Facility:* Middle School Auditorium, Cafeteria, Kitchen  
*Event:* Annual Multicultural Fund-raiser - Buffet Dinner and Variety Show  
*Fee:* None

Mr. Gräb requested a motion to approve the requests.

Moved by Mr. Barrett; seconded by Mr. Dorrance.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Malkoff	-	Yes
Chabal	-	Absent	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Absent	Gräb	-	Yes	Stover	-	Absent

6 Yes                                    3 Absent

**MOTION CARRIED**



## **5.09 Personnel - Resignations**

The Administration recommended the approval of the following resignations:

### **Professional:**

#### **Piazza, Kara**

Mathematics Teacher  
Middle School  
Reason: Personal  
Effective: 08/14/07

#### **Mazzante, John**

Spanish Teacher  
Middle School  
Reason: Personal  
Effective: 08/13/07

### **Classified:**

#### **Light, Joan**

Bus Driver  
District-wide  
Reason: Personal  
Effective: 08/09/07

### **Limited Service Contract:**

#### **Williams, Amy**

Assistant Girls' Soccer Coach  
Middle School  
Reason: Personal  
Effective: 07/23/07

Mr. Gräb requested a motion to approve the personnel resignations.

Moved by Mr. Malkoff; seconded by Dr. Cronin.

All Board members present signified by a Yes vote.

**MOTION CARRIED**

## **5.10 Personnel - General**

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

**Professional:**

**Brought, Naomi** (replacing Barbara McCurdy)

Part-time Art Teacher

Middle School

Temporary Professional

Bachelors, Step 1

Salary: \$19,020

Effective: 08/20/07 (pending receipt of Act 114 clearance)

**Donnelly, Eileen** (for Joni Prisbe)

Grade 4 Teacher

Elementary School

Long-term Substitute

Bachelors, Step 1

Salary: \$38,040 (pro-rated)

Effective: 08/20/07 through 01/17/08

**Gambelunghe, Randolph** \* (replacing Darin Hicketier)

Mathematics Remediation Specialist

Middle School

Professional

Masters, Step 10

Salary: \$53,890

Effective: 08/20/07 (pending receipt of Act 114 clearance)

**McCarthy, Nicole** \* (for Jill Umberger)

Grade 4 Teacher

Elementary School

Long-term Substitute

Bachelors, Step 1

Salary: \$38,040

Effective: 08/20/07 through the end of the 2007-08 school year

**Silvestri, Colette** (replacing Stacy Vavul)

Gifted Teacher

Middle and High Schools

Temporary Professional

Masters, Step 1

Salary: \$39,625

Effective: 08/20/07 (pending receipt of Act 34 and 114 clearances)

## **Transfer of Professional Staff:**

**Hickethier, Darin \*** (replacing Kara Piazza)

From: Mathematics Remediation Specialist  
Middle School

To: Mathematics Teacher  
Middle School

Effective: 08/20/97

## **Classified:**

**Fortna, Lisa**

General Food Service Substitute

District-wide

Salary: \$8.42 per hour

Effective: 08/21/07

**Kirch, Deborah**

Substitute Teacher's Aide

District-wide

Salary: \$10.92 per hour

Effective: 08/21/07

**LeHew, Diane** (replacing Cindy Thompson)

Library Aide

Middle school

Level C: 7.5 hours per day

Salary: \$11.43 per hour

Effective: 08/21/07 (pending receipt of Act 151 and 114 clearances)

**Murphy, Joseph** (replacing Timothy Stord)

Custodian

High School

Full-time: 8 hours per day

Salary: \$12.44 per hour

Effective: 08/21/07 (pending Act 114 clearance)

**Perry, Travis**

Substitute Teacher's Aide

District-wide

Salary: \$10.92 per hour

Effective: 08/21/07

**Zimmerman, Janet**

Substitute General Food Service Worker

District-wide  
Salary: \$8.42 per hour  
Effective: 08/21/07 (pending receipt of Act 114 clearance)

**Zimmerman, Margaret \*** (replacing Suzanne Knight)  
General Food Service Worker  
High School  
Level A: 4.0 hours per day  
Salary: \$12.32 per hour  
Effective: 08/21/07 (pending receipt of Act 114 clearance)

### **Transfer of Classified Staff:**

**Gentry, Kristie \***  
From: Cafeteria Aide  
Elementary School  
To: Teacher's Aide  
Elementary School  
Level B: 6.0 hours per day  
Salary: \$12.54 per hour  
Effective: 08/21/07

2. The Administration recommends the approval of the following request in accordance with District Policies 435 and 439:

**Prisbe, Joni**  
Grade 4 Teacher  
Elementary School  
Paid/Unpaid Childbearing/Rearing Leave  
Effective: 08/20/07 through 01/17/08

3. The Administration recommends the approval of the **Mentor List** for the 2007-08 school year as attached:
4. The Administration recommends the approval of the following additions to the **Substitute Teacher List** for the 2007-08 school year:

**Chyr, Stacey**  
M.A. in Teaching, Early Childhood  
John Hopkins University

**DeStefano, Kristin**  
M.E. in Elementary Education  
Millersville University

**Gibbons, Chelsea**

B.S. in Citizenship Education  
Bloomsburg University

**Lelek, Greg** (pending receipt of Act 114 clearance)

B.S. in Health and Physical Education  
Edinboro University

- 5. The Administration recommend the approval of the **Guest Teacher List** for the 2007-08 school year as attached:

Mr. Gräb requested a motion to approve the personnel recommendations.

Moved by Mr. Dorrance; seconded by Dr. Parrish.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Malkoff	-	Yes
Chabal	-	Absent	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Absent	Gräb	-	Yes	Stover	-	Absent

6	Yes	3	Absent
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**MOTION CARRIED**

**DELEGATES REPORTS:**

**6.01 Dauphin County Technical School Report**

No report.

**6.02 Derry Township Tax Collection Association Report**

No report

**6.03 Harrisburg Area Community College**

No report

**SPECIAL REPORTS:**

**7.01 School and Community Information Report**

Mr. Portser, Director of School and Community Information, provided a report on District activities.

### **7.02 Board Member's Report**

Dr. Cronin stated that there will be a Safe Schools Committee Meeting on Wednesday, October 3, 2007 at 7:00 p.m. in the High School LGI.

### **7.03 Superintendent's Report**

No report

### **7.04 Board President's Report**

Mr. Gräb shared that Mr. Joseph Sopko, former teacher with 41 years of service to the District passed away.

He announced that the next public meeting would be held on Monday, September 10, 2007 in the District Office Board Room at 7:00 p.m.

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

### **8.01 Recognition of Citizens**

None

## **ADJOURNMENT**

### **9.01 Adjournment**

Mr. Gräb asked for a motion for adjournment.

Moved by Mr. Dorrance; seconded by Mr. Barrett.

All Board members present signified by a Yes vote.

## **MOTION CARRIED**

The meeting was adjourned at 9:06 p.m.

Respectfully submitted,

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Stephen E. Rineer  
Secretary to the Board  
Approved at the September 10, 2007 meeting

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Charles Stover  
President of the Board

SR:ivl