

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

December 17, 2007

OPENING ITEMS

1.01 Call to Order

A meeting of the Board of School Directors, Derry Township School District was held on Monday, December 17, 2007, in the District Office Board Room. Mr. Charles Stover, Board President, called the meeting to order at 7:07 p.m.

1.02 Roll Call

Directors Present: Mr. Christopher Barrett
Mrs. Beulah Chabal
Dr. Donna Cronin
Mr. Henry Donahue
Mr. John Gräb
Mr. Alan Malkoff
Dr. William Parrish
Mrs. Ellen Sheffey
Mr. Charles Stover

Superintendent: Dr. Linda Brewer

Secretary: Mr. Stephen Rineer

Student Representative: Mr. John Snyder

Press: Mr. Jeff Werner HERSHEY CHRONICLE
Mr. Drew Weidman THE SUN
Mr. Daniel Victor PATRIOT NEWS

Representatives of the Administrative Staff: Mrs. Cynthia Goldsworthy, Mr. Michael Michaels and Mr. Dan Tredinnick

Representatives of the Staff and Community: Ms. Linda Lehrian

1.03 Flag Salute

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

2.01 Approval of Minutes

A motion was made by Mr. Malkoff and seconded by Mrs. Chabel to approve the minutes of the November 27, 2007 and December 4, 2007 board meetings. All board members signified by a Yes vote.

MOTION CARRIED

3.01 Announcement of Executive Session

Mr. Stover noted all members of the board, with the exception of Mr. Gräb who was excused, had met in executive session prior to the meeting to discuss matters related to personnel.

3.02 Appointment of Committee Members

Mr. Stover announced the appointment of delegates and committee members as follows:

Officers:

Board President	Chuck Stover
Vice-President	Beulah Chabal
Treasurer	Chris Barrett

Delegates:

CAIU Permanent Representative:	Ellen Sheffey
Dauphin County Technical School:	John Grab Chris Barrett (Alternates: Remaining Board)
Derry Township Parks and Recreation:	Bill Parrish Ken Burd (Alternates: Remaining Board)
Founder's Park	Bill Parrish (Alternates: Remaining Board)
Derry Township Joint Work Group:	Chuck Stover Beulah Chabal (Alternates: Remaining Board)
Harrisburg Area Community College:	Hank Donahue (Alternates: Remaining Board)

Safe Schools/Act 211:

Donna Cronin
(Alternates: Remaining Board)

Tax Association:

12/01/2006 - 11/30/2008

12/01/2007 - 11/30/2009

Chris Barrett
Alan Malkoff
(Alternates: Remaining Board)

Trojan Foundation Committee:
(Board President or his/her designee)
Co-Chairperson (Board)
Co-Chairperson (Administration)

Chuck Stover

Linda Brewer

Wellness Committee:

Hank Donahue
(Alternates: Remaining Board)

Board E-Mail Communications:

Chris Barrett
(Alternates: Remaining Board)

Committees:

Curriculum Committee:
Co-Chairperson (Board)

Beulah Chabal
Donna Cronin
Hank Donahue
Ellen Sheffey
Cindy Goldsworthy

Co-Chairperson (Administration)

Finance Committee:
Co-Chairperson (Board)

Chris Barrett
John Grab
Alan Malkoff
Ellen Sheffey
Linda Brewer
Steve Rineer

Co-Chairperson (Administration)

General Services/Oversight Committee:
Co-Chairperson (Board)

John Grab
Chris Barrett
Chuck Stover
Linda Brewer

Co-Chairperson (Administration)

Human Resources Committee:
Co-Chairperson (Board)

Beulah Chabal
Chris Barrett

Co-Chairperson (Administration)	Alan Malkoff Bill Parrish Linda Brewer
Policy Committee: Co-Chairperson (Board)	Beulah Chabal Donna Cronin Ellen Sheffey
Co-Chairperson (Administration)	Michael Michaels
Student Activities Committee: Co-Chairperson (Board)	Bill Parrish Donna Cronin John Grab Hank Donahue
*Co-Chairperson (Administration)	Linda Brewer

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

Mr. Stover further indicated the intent of the board to seek members of the community to serve on a citizen advisory committee, a two-year commitment.

3.03 Recognition of Citizens

None.

3.04 Finance Standing Committee Report

Mr. Barrett reported the committee met earlier in the day at 4:30 p.m. in the High School. The committee had a robust agenda, highlighted by discussion of the preliminary revenue and expenditure figures for 2008-2009. Acknowledging the figures are very preliminary, the committee's comfort level is such that members will support a resolution before the full board to limit any tax increase to no more than 4.4%

3.05 Presentation – Introduction to Budget 2008-2009

Dr. Brewer presented a preliminary projection of revenues and expenditures for 2008-2009. She stressed that the figures are extremely preliminary, but in response to the provisions of Act 1, it was necessary for the board to consider them at this time. If the board were to determine a need to seek a property tax increase above the state-established cap of a 4.4% index, the measure would need to go before the public in a form of a referendum in the primary election. Should the board determine it could establish a budget with an increase of less and 4.4%, the normal budgeting calendar would be followed, with finalization in June.

At present, the budget calls for \$49,627,750 in expenditures with revenues projected at \$48,820,791. Dr. Brewer stressed the strong desire by the administration to avoid deficit spending and noted that administrators would focus on identifying additional potential cuts in expenditures.

4.01 Unfinished Business

There was no unfinished business brought before the board

5.01 Resolution in Accordance with Section 687 of the Public School Code

WHEREAS, the Board of School Directors of the Derry Township School District has determined that there will be no increase in the rate of any tax for the support of its public schools for the 2007-2008 fiscal year by more than the Index established by the Department of Education (Department) for the district;

WHEREAS, the Index for the District is 4.4%

WHEREAS, the Board of Directors of the Derry Township School District does hereby certify that the District will comply with the procedures as forth in Section 687 of the Public School Code as it relates to the annual budget for the adoption of its proposed and final budgets;

WHEREAS, the Board of School Directors certifies that increasing any tax at a rate less than or equal to the established index will be sufficient to balance its final budget;

WHEREAS, the Board of School Directors certify that the District will submit information on a proposed increase in the rate of a tax levied for the support of the public schools to the Department on a uniform form prepared by the Department no later than five (5) days after the adoption of this resolution;

WHEREAS, the Board of School Directors certify that a copy of this resolution adopted pursuant to Section 311 of the Taxpayer Relief Act of Special Session No. 1 of 2005 will be sent to the Department no later than five (5) days after the adoption of this resolution;

WHEREAS, the Board of School Directors recognize that the District shall not be eligible to seek referendum exceptions under Section 333 (f) of the Taxpayer Relief Act; and,

WHEREAS, the Board of School Directors recognize that the Department shall compare the proposed percentage increase in the rate of the tax with the index; within ten (10) days of the receipt of the information as required, the Department shall inform the District whether the proposed tax rate increase is less than or equal to the index.

NOW, THEREFORE, BE IT RESOLVED, by the Board of School Directors of the Derry Township School District as follows:

The Board of School Directors adopts this RESOLUTION on the 17th day of December, 2007 indicating that it will not raise the rate of any tax for the support of its public schools for the 2008-2009 fiscal year by more than the index established by the Department of Education for the district of 4.4%

DULY ADOPTED, by the Board of School Directors of this School District, this 17th day of December, 2007.

Moved by Mr. Barrett, seconded by Dr. Cronin and passed on a unanimous roll call vote as follows:

MOTION CARRIED

5.02 Approval of Finance Report for November 2007

1. The Treasurer's Report for the month ending November 30, 2007 is summarized as follows:

General Fund Revenues	\$ 2,445,113
General Fund Expenditures	5,392,693
Balance of Cash Plus Investments	25,727,851

2. The listed schedule of investment transactions for the period beginning November 1, 2007 through November 30, 2007 has total interest earnings of \$22,632 comprised of the following:

General Fund	\$ 10,786
Certificates of Deposit	11,836
PA School District Liquid Asset Fund	0
PA Local Government Investment Trust	10

The average interest rate for November 2007 was 5.06%.

3. The November 2007 expenditures for the paid bills for all funds total \$2,541,723 excluding net payroll, retirement contributions and debt service.
4. The December 2007 expenditures for the unpaid bills for all funds total \$636,719.
5. The estimated expenditures of the General Fund for the month of December 2007 are in the following amounts:

Operating Expenses	\$1,500,000
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Utilities	176,500
Net Payroll	1,205,000
Employer Provided Insurance	344,500
Payroll Deductions	615,000
Employer Payroll Taxes (FICA/RET)	440,000
Debt Service	900,278
 Total Estimated Expenditures	 \$5,181,278

A motion to approve was moved by Mrs. Chabal and seconded by Mr. Parrish. All board members signified by a Yes vote.

MOTION CARRIED

5.03 Requests for Payment

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

High School Additions and Renovations:

Bink Architectural Partnership Invoice No. 2987	\$ 6,184.74
eci Construction (General Contractor) Invoice No. 19	23,561.62
MBR Construction Services (HVAC Contractor) App#18	1,140.00
Shannon A Smith, Inc. (Plumbing Contractor) Invoice No. 15 (Retainage)	25,695.82

Hershey Elementary School Roofing Project:

Best Roofing Technology, Inc Application No. 3	\$ 74,141.73
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Mr. Malkoff moved the payments be approved; the motion was seconded by Dr. Cronin. All board members signified by a Yes vote.

MOTION CARRIED

5.04 Awarding of Bid 2008-01

The Administration recommended Rohrer Bus Sales be awarded bid #2008-01 in the amount of \$265,470 for three new 2009, 81 passenger school buses.

A motion to award the bid was made by Mr. Parrish and seconded by Mrs. Chabal. All Board members signified by a Yes vote.

MOTION CARRIED

5.05a Foreign Excursion

The Administration recommended the final approval of a foreign education excursion for Hershey High School Students to Costa Rica from March 14 to 23, 2008, offered by The Naturalist as proposed by Barbara Clouser, Spanish teacher, and Eric Barber, science teacher, in accordance with Board Policy 121.1.

Mrs. Chabal moved to approve the trip with a second by Mr. Parrish. All Board members signified by a Yes vote.

MOTION CARRIED

5.05b Acceptance of Consulting Agreement

The Administration recommended that the District enter a consulting agreement with AIA Benefits Resource Group, an employee benefits consulting firm. These services would be provided for a \$7500.00 fee.

Mr. Malkoff moved to approve the agreement with a second by Mr. Barrett. All Board members signified by a Yes vote.

MOTION CARRIED

5.06 Request for Use of School Facilities

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

Group: Sr. Men's Aerobics
Date/Time: Tuesday and Thursdays
January 1, 2008 through January 1, 2009
6:30 p.m. - 8:30 p.m.
Requested Facility: ECC Gym

Event: Aerobics
Fee: None

Group: Sr. Men's Basketball
Date/Time: Tuesday and Thursdays
January 1, 2008 through January 1, 2009
6:00 p.m. - 7:30 p.m.

Requested Facility: ECC Gym
Event: Basketball
Fee: None

Group: Hershey Little League/Hershey Baseball Association
Date/Time: January 9, 2008
6:00 - 9:00 p.m.
January 12, 2008
9:00 a.m. - Noon

Requested Facility: Middle School Cafeteria
Event: Registration for Spring/Summer 2008 Youth Baseball
Fee: As per Lease Agreement

Group: Township of Derry Police Department
Date/Time: January 10, 2008
8:00 a.m. - 11:00 a.m.

Requested Facility: High School LGI
Event: Dauphin County School Resource Officers Meeting
Fee: None

Group: Wilkes University
Date/Time: Tuesdays
January 22, 2008 - April 29, 2008
4:30 - 8:00 p.m.

Wednesdays
January 23, 2008 - April 30, 2008
4:30 p.m. - 8:00 p.m.

Requested Facility: ED 514 Teacher Training Center B (TTCB)
ED 522 Teacher Training Center A (TTCA)
Event: Spring Graduate Courses Off-Campus Courses
Fee: None

Group: Hershey Lions Club
Date/Time: April 6, 2008

8:00 a.m. - 4:30 p.m.

Requested Facility: High School Kitchen and Cafeteria

Event: Spaghetti Dinner

Fee: As per Lease Agreement

Group: Hershey High School Key Club

Date/Time: March 30, 2008

Requested Facility: Middle School Cafeteria and Kitchen

Fee: As per Lease Agreement

A motion to award the bid was made by Mr. Parrish and seconded by Mr. Barrett. All Board members signified by a Yes vote.

MOTION CARRIED

5.07 Request for Tuberculin Testing Modification

The board tabled this item for future consideration

5.08 Personnel – Resignations

The Administration recommended the approval of the following resignations:

Professional:

Franchina, Maria

Grade 3 Teacher
Elementary School
Reason: Personal
Effective: 01/17/08

Classified:

Freundlich, Steve

Bus Driver
District-wide
Reason: Personal
Effective: 11/29/07

Kintzer, Mary Sue

General Food Service Worker
Middle School
Reason: Personal
Effective: 12/21/07

Limited Service Contracts:

Hamilton, Michael

Head Varsity Golf Coach

High School
Reason: Personal
Effective: 12/17/07

Romano, Edward Jr.
Assistant Varsity Track & Field Coach
High School
Reason: Personal
Effective: 12/04/07

Yingst, David
Head Middle School Football Coach
Middle School
Reason: Personal
Effective: 12/10/07

A motion to accept was made by Dr. Cronin. Mrs. Chabal seconded the motion. The board members approved with a unanimous consent vote

MOTION CARRIED

5.09 Personnel – General

The Administration recommended the approval of the following appointment

Professional:

Breich, Linda (replacing Michelle Ulishney)
Associate Nurse
St. Joan of Arc and Hershey Christian School
Part-time up to a maximum of 300 hours per year
Salary: \$26 per hour
Effective: 12/18/07 (pending receipt of Act 34 clearance)

Classified:

O'Holleran, Tammy
Substitute Recess Aide
Elementary School
Salary: \$8.89 per hour
Effective: 01/02/08 (pending receipt of Act 114 clearance)

Weaver, Clark (replacing Steve Freundlich)
Bus Driver
District-wide
Level B: 5.0 hours per day
Salary: \$13.20 per hour
Effective: 12/18/07 (pending receipt of Act 151 and 114 clearances)

Transfer of Staff:

Bagg, Amy *

From: Secretary to the Assistant Superintendent for Personnel and Student Services
Act 93

To: Teacher's Assistant for English Limited Language (new position)

District-wide

Level C: 7.5 hours per day

Salary: \$12.54 per hour

Effective: 01/03/08

Limited Service Contract:

Fairman, Lisa

Volunteer Assistant Varsity Girls' Basketball Coach

High School

Salary: Volunteer

Effective: 12/18/07 (Pending receipt of Act 34 & 151 clearances)

The Administration recommended the approval of the following request in accordance with District Policy 535:

Bechtel, Jolene

Special Education Secretary

Elementary School

Paid/Unpaid Family Medical Leave (up to 12 weeks)

Effective: Retroactive 12/03/07 to be used intermittently during a one-year cycle as necessary

Bedleyoung, Dawn

General Food Service Worker

High School

Paid/Unpaid Family Medical Leave

Effective: Retroactive to 12/03/07 through 01/03/08

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

Morrow, Keith

Science Teacher

Middle School

Medical Leave (3 weeks) followed by uncompensated personal leave

Effective: 12/13/07 through the end of the 2007-08 school year

The Administration recommended the approval of the following addition to the

Substitute Teacher List for the 2007-08 school year.

Juchem, Kristin

B.S. in Elementary Education from Shippensburg University

The Administration recommended the approval of the **Guest Teacher List** for the 2007-2008 school year as follows:

Downing, Denise

A motion to accept all recommendations was made by Mrs. Chabal. Dr. Cronin seconded the motion. The board members approved with a unanimous consent vote.

MOTION CARRIED

6.01 Dauphin County Technical School Report

No Report

6.02 Derry Township Tax Collection Association Report

The association will meet December 20.

6.03 Harrisburg Area Community College Report

No Report

7.01 Student representative's Report

No Report

7.02 School and Community Information Report

Mr. Tredinnick reported the beginning of the holiday season also marks winter concert season and many school groups' performances were being held. He also noted that US News and World Report honored the High School, recognizing it as one of the top secondary schools in the nation.

7.03 Board Member Reports

Dr. Cronin reported that she attended a Safe Schools meeting December 5 and the next meeting would be held in February.

7.04 Superintendent's Report

Dr. Brewer noted the difficulties the district and its residents were experiencing as a result of an ice storm the preceding weekend, including the lose of power at district buildings as the result of a traffic accident.

7.05 Board President's Report

Mr. Stover thanked his fellow board members and staff for their attendance at the meeting in light of the ice storm and the lack of electrical service at their home residences.

8.01 Recognition of Citizens

None

9.01 Adjournment

Mr. Barrett moved to adjourn, with a second by Dr. Cronin and unanimous voice vote by all members. The meeting was adjourned at 7:58 p.m.

Respectfully submitted,

Stephen E. Rineer
Secretary to the Board
Approved at the January 14, 2008 meeting

Charles Stover
President of the Board

SR:dbt