

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

April 14, 2008

OPENING ITEMS

1.01 Call to Order

A meeting of the Board of School Directors, Derry Township School District was held on Tuesday, April 14, 2008, in the District Office Board Room. Mr. Charles Stover, Board President, called the meeting to order at 7:05 p.m.

1.02 Roll Call

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

Excused: Dr. William Parrish

Superintendent: Dr. Linda Brewer

Secretary: Mr. Stephen Rineer

Student Representative: Kaitlynn Shank

Press: Mr. Dave Hunt HERSHEY CHRONICLE
Mr. Drew Weidman THE SUN
Mr. Daniel Victor PATRIOT NEWS

Representatives of the Administrative Staff: Mr. Michael Michaels, Mr. Dan Tredinnick, Mr. Mike Murphy, Mr. Ed Consalo, Ms. Lori Dixon, Mr. Sam Elias, Mr. Al Harding, Ms. Sue King, Mr. Joe McFarland, Ms. Lisa Sviben Miller, Ms. Lynn Dell, and Dr. Cynthia Goldsworthy.

Representatives of the Staff and Community: Cindy Hertz, Diane Sullivan, Bunny Hottenstein, Kaitlynn Shank, Julie A. Neal, Nathaniel J. Martin, and Megan G. Hulse.

1.03 Flag Salute

Mr. Barrett led those gathered in the Salute to the American Flag.

REVIEW AND APPROVAL OF MINUTES

2.01 Approval of March 25, 2008 School Board Meeting Minutes

A motion was made by Mr. Malkoff and seconded by Mrs. Chabal to approve the minutes of March 25, 2008 Board meeting. All Board members present signified by a Yes vote.

MOTION CARRIED

INFORMATION AND PROPOSALS

3.01 Announcement of Executive Session

Mr. Stover announced the Board met in executive session prior to the meeting to discuss matters related to personnel. All members of the Board were present except Dr. Parrish who was excused.

3.02 Announcement of Working Session

Mr. Stover noted that since this was the first public Board meeting of the month, there were some items for which the Board will take action at this meeting. Most items will be voted upon at the April 28, 2008 public meeting. At the conclusion of this meeting, the Board will convene in a public work session. The Board will discuss two issues during the formal work session – the Drug & Alcohol curriculum and DARE Program. In addition, the Board will meet after that discussion for a post-executive session.

3.03 Recognition of Citizens (Agenda Items)

None.

3.04 Standing Committee Reports

Human Resources Standing Committee:

No report.

Finance Standing Committee:

Mr. Barrett reported that the Finance Committee met prior to the Board meeting to consider the following items: (1) revenue projection for 2008, along with an expenditure projection for the same timeframe. Mr. Barrett emphasized that the numbers are preliminary and more information will be presented as time goes on concerning the budget building process; (2) two policies, 625 and 625.1, which relate to the maintenance of a fund balance and capital reserve fund, were reviewed by the committee and put on 30-day review. The committee recommends to the full Board ratification of the two policies that deal with those subjects. Also discussed was the need for additional meetings and moving forward a communication strategy for communication with constituents concerning the budget process. The committee will be rolling that out in the near future.

Curriculum Standing Committee:

Mrs. Chabal reported the committee met on April 7, 2008 and approved two textbooks; one was for the AP environmental science course and another was a communications book for an English course for a small group of students who are non-college bound. In addition, there was a brief presentation concerning an additional book that may be coming to the Curriculum Committee for review.

3.05 Presentation – Capital Improvement/Maintenance Budget

Dr. Brewer presented details concerning the 2008-2009 capital maintenance growth plan in advance of the 2008-2009 preliminary budget presentation on April 28. Last year was the first time in the history of the District that a separate capital improvement plan was articulated and this plan will be a continuation of that practice. Dr. Brewer recapped the principles of the five year plan and provided explanation, within the context of the budget, the events and have and will take place. Dr. Brewer also outlined the capital improvements projects proposed for the 2008-2009 school year and forward projections from 2011 through 2013.

3.06 Presentation – Energy Savings Opportunities

Mr. Consalo discussed the goals of saving energy within the District to low the District's energy use and costs, to increase the efficiency of money spent, to provide a baseline for future energy projects, and to establish the best practice policy. Mr. Consalo outlined the overall strategy to accomplish these goals throughout the District with the participation and cooperation of both staff and students.

Mr. Consalo fielded questions regarding the feasibility of having an overall energy management system to tie all the buildings to one system. This idea is being developed. Another question was raised regarding the lights being left on in the baseball field. Mr. Consalo reported that the lights are turned on and off manually for games usually held by the Association. Mr. Consalo will continue to follow up to make sure that whoever is in charge remembers to turn the lights off following the games.

UNFINISHED BUSINESS

4.01 Unfinished Business

Mr. Gräb reported that when he gave the General Services report at the last meeting, he alluded to the fact that when band uniforms were purchased, more uniforms were purchased than were band members and the question arose whether the same policy is followed in the athletic department for athletic uniforms. Since the answer was not known at that time, he followed up with Dr. Brewer and received a response. Mr. Gräb's report is for the public's edification since the members of the Board received the response. The response reads as follows: "This morning I followed up with Sam Elias regarding the comment that athletic uniforms were only one size. Sam assures me that this may be inaccurate. Rather, when coaches and Sam prepare an order for uniforms, the coaches do their best to determine necessary sizing on the roster of return and new athletes. In fact, Sam indicated that if we were to check new uniforms orders over the past six years, small, medium, large, and X-large are ordered depending upon the coach's analysis of needs."

Dr. Cronin responded that since she brought up the comment to look into the policy, she since learned that the athletic team that possibly did not get a good distribution of uniforms was actually a club sport and somehow the club sport fell through the cracks of responsibility of anyone within the District and that was the issue being alluded to. Dr. Cronin apologized for alluding to any lack of policy, but stated the importance of Student Services, Dr. Brewer, or whoever appropriate to look into club sports as band is obviously a club and make certain that they don't fall through the cracks.

Dr. Brewer added that by definition, band is not a club. She added that if the Board gives direction to be involved in the day to day operations of clubs, then that's an issue that needs to be looked into. For example, ice hockey is a club sport and uniforms are not purchased for them. If that change is to be made, it would need to be discussed further.

NEW BUSINESS

5.01 Anticipated Agenda Items for the April 28, 2008 Public Meeting

The following items will be on the agenda for the April 28, 2008 Public Board Meeting for presentation or vote:

1.	Students of the Month - April 2008 (Mr. Murphy & Mr. Tredinnick)
2.	Finance Standing Committee Report
3.	Presentation -Preliminary Budget 2008-09
4.	Final Reconciliation - High School Building Project
5.	Bond Sale for Refunding Program and TRANE (\$1.8 Million)
6.	Approval of April 14, 2008 Board Minutes
7.	Approval of March Finance Report (Mr. Rineer)
8.	Budget Transfers (Mr. Rineer)
9.	Approval of HACC 2008-09 Budget
10.	Approval of Citizens Advisors
11.	Requests for Payment (Mr. Rineer)
12.	Request for Field Trip/Excursion - Pennsylvania Junior Academy of Science - State Level Science Competition (Mr. Michaels)
13.	New Textbook Proposal
14.	Approval of Policies: <ul style="list-style-type: none">• 003 Functions• 003.1 Communications• 004 Membership• 005 Organization• 006 Meetings• 008 Organization and Administrative Relationships• 011 Board Governance Standards/Code of Conduct
15.	Approval of Third-Day Review of Policies: <ul style="list-style-type: none">• 625 Maintenance of Fund Balance• 625.1 Capital Reserve Fund
16.	Request for the Use of Facilities (Mr. Elias)
17.	Personnel (Mr. Michaels)
18.	Announcement of Staff Development Conferences (Mr. Michaels)

5.02 Approval of Trane Agreement

The Administration recommended the Board enter into an agreement with Trane U.S., Inc. to implement certain energy conservation measures for the elementary school building. This work would be completed at a total cost of \$1,865.00. Upon approval, the Solicitor will finalize a written agreement with Trane.

Mr. Barrett moved the Board approve the request and was seconded by Mrs. Chabal. All Board members present voted in favor of the motion on a voice vote.

5.03 Approval and Authorization of Contract with Buchart Horn, Inc./BASCO Associates, P.C.

The Administration recommended the District execute a contract with Buchart Horn, Inc./BASCO Associates, P.C. to perform an assessment of school facilities in accordance with the District's "Request for Proposal." The base services will be performed at a cost of \$7,500, with any additional services negotiated paid at hourly rates.

Mrs. Sheffey moved the Board approve the request and was seconded by Mrs. Chabal. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.04 Approval of EdVenture Builders, LLC Agreement

The Administration recommended the District enter an agreement with EdVenture Builders LLC to design and install an outdoor challenge course, and to provide training and support with respect to their work product. This work will be performed at a cost of \$48,500. EdVenture Builders LLC was the lowest responsible bidder. The District's Solicitor has reviewed EdVenture Builders LLC's proposed agreement and suggested minor recommended revisions will be incorporated therein pending Board approval.

Mrs. Chabal moved the Board approve the request and was seconded by Mr. Barrett. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.05 Requests for the Use of School Facilities

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

<i>Group:</i>	Hershey Youth Football Association
<i>Date/Time:</i>	April 13, 2008 (Retroactive) 1:00 - 3:00 p.m.
<i>Requested Facility:</i>	Middle School LGI
<i>Event:</i>	Pre-registration and informational Meeting Football and Cheerleading
<i>Fee:</i>	As per Lease Agreement
<i>Group:</i>	Hershey Youth Football Association
<i>Date/Time:</i>	May 27, 28, 29, 30, 2008 3:45 - 5:30 p.m.
<i>Requested Facility:</i>	ECC Gym and Multipurpose Room
<i>Event:</i>	Youth Cheerleading Tryouts
<i>Fee:</i>	None

Mr. Barrett moved the Board approve the request and was seconded by Mrs. Chabal. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.06 Personnel - Resignations

The Administration recommended the approval of the following resignations:

Classified:
Clark, Carlton, Jr. Bus Driver District-wide Reason: Personal Effective: 04/28/08
Sinclair, Brenda Bus Driver District-wide Reason: Personal Effective: Retroactive to 03/10/08
Titus, Tammy Custodian High School Reason: Personal

Effective: 03/27/08

Vonada, Robert

Bus Driver
District-wide
Reason: Personal
Effective: 04/11/08

Yoder, Mary Catherine

Custodian
High School
Reason: Separation following exhaustion of approved leave
Effective: 04/14/08

Mr. Malkoff moved the Board accept the resignations and was seconded by Mr. Barrett. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.07 Personnel - General

The Administration recommended the approval of the following appointments:

Act 93:

Cooney, Angela (replacing MaryBeth Kaylor)

Personnel Secretary
District-wide
Salary: \$32,800 (pro-rated)
Effective: 04/28/08

Classified:

Clark, Carlton, Jr. *

Substitute Bus Driver
District-wide
Salary: \$13.20 per hour
Effective: 04/28/08

Homer, Kenneth (replacing Tammy Titus)

Custodian
High School
Full-time, 8 hours per day
Salary: \$12.44 per hour
Effective: 04/28/08 (pending receipt of Act 151 and 114 clearances)

Mulder, Anton

Substitute Bus Driver

District-wide

Salary: \$13.20 per hour

Effective: Retroactive 04/07/08 (pending receipt of Act 151 and 114 clearances)

Vonada, Robert *

Substitute Bus Driver

District-wide

Salary: \$13.20 per hour

Effective: 04/15/08

Yoder, Kay

Substitute Bus Driver

District-wide

Salary: \$13.20 per hour

Effective: 04/15/08 (pending receipt of Act 151 and 114 clearances)

Limited Service Contract:

Transfer of Coaching Staff:

Filan, Laura *

From: Assistant Track and Field Coach
Middle School

To: Volunteer Assistant Track and Field Coach
Middle School

Salary: Volunteer

Effective: Retroactive to 03/11/08

2. The Administration recommended the approval of the following personnel for 2008 summer employment:

Stockroom:

Murray, Connie *

Summer Stockroom Help

8 hours per day

Salary: \$11.00 per hour

Effective: 06/09/08

Seip, James *

Summer Stockroom Help
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08

Stough, James *

Summer Stockroom Help
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08

Swavely, Matthew *

Summer Stockroom Help
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08

Lerch, Michael *

Substitute Summer Stockroom Help
As needed
Salary: \$11.00 per hour
Effective: 06/09/08

Steelman, Peter *

Substitute Summer Stockroom Help
As needed
Salary: \$11.00 per hour
Effective: 06/09/08

Transportation:

Lewis, Cheryl *

Summer Bus Custodian
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08

Neidigh, Jacqueline *

Summer Bus Custodian
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08

Klahr, Debra *

Substitute Summer Bus Custodian

As needed

Salary: \$11.00 per hour

Effective: 06/09/08

Lachman, Brenda *

Substitute Summer Bus Custodian

As needed

Salary: \$11.00 per hour

Effective: 06/09/08

Danner, Ronald *

Summer Secretary

8 hours per day

Salary: \$11.00 per hour

Effective: 06/09/08

Klahr, Debra *

Substitute Summer Secretary

As needed

Salary: \$11.00 per hour

Effective: 06/09/08

Buildings and Grounds:

Ehrenfeuchter, Kurt

Summer Painting

8 hours per day

Salary: \$11.00 per hour

Effective: 06/09/08 (pending receipt of Act 34, 151, and 114 clearances)

Shaffner, Betty *

Summer Painting

8 hours per day

Salary: \$11.00 per hour

Effective: 06/09/08

Allen, Clarence *

Summer Groundskeeper

8 hours per day

Salary: \$11.00 per hour

Effective: 06/09/08

Messick, Michael *

Summer Groundskeeper
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08

Shutter, Paul *

Summer Groundskeeper
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08

Breidenstine, Zach

Summer Custodian
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08 (pending receipt of Act 151, and 114 clearances)

Steelman, Peter *

Summer Substitute
8 hours per day
Salary: \$11.00 per hour
Effective: 06/09/08

3. The Administration recommended the approval of the following request in accordance with District Policy 335:

Erin Bomgardner

Accounts Payable/Payroll
District Office
Paid Childbearing Leave
Effective: On or about June 11, 2008 for a period of 12 weeks

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

Shank, Nora Jean

Recess Aide
Elementary School
Paid/Unpaid Family Medical Leave (up to 12 weeks)
Effective: 04/14/08

5. The Administration recommended the approval of the following addition to the **Guest**

Teacher List for the 2007-2008 school year:

Woods, Ruby

6. The Administration recommends the approval of the following addition to the **Substitute List** for the 2007-08 school year:

Celaschi, Ashley

B.S. in English Education from Kutztown University

McNelly, Shannon

B.S. in Elementary Education from Shippensburg University

Pagan, Erica

B.S. in Health and Physical Education from Marywood University

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

Mrs. Sheffey moved the Board approve the personnel recommendations and was seconded by Mr. Barrett. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

DELEGATES REPORTS

6.01 Dauphin County Technical School Report

Mr. Gräb reported that he and Mr. Barrett met with the Board on April 9. Twice a year the entire Board of the Dauphin County Technical School meets to review and approve recommendations. Unfortunately of the 54 members who are eligible to attend, only 13 were present. He noted that the Board would-receive an in-the-mail ballot to complete and returned. Both Mr. Gräb and Mr. Barrett encouraged-the ballots be returned. An item on the agenda was to approve a Superintendent of Record of the Dauphin County Technical School and a very capable person was selected from the intermediate unit, Ms. Amy C. Morton. The joint Board is recommending that she be approved for this position.

Occasionally, the school has the ability to receive funds from the federal government and in order to receive those funds, resolutions need to be passed to accept those federal funds. It is again encouraged that the joint Board approve the resolution. -

The vast majority of the meeting was focused on the proposed budget. Previously, Mr. Gräb and Mr. Barrett presented a budget with a 3% increase in the tech school budget.

It was recommended and approved, unfortunately, that is not a binding vote. When the ballot is received in the mail, there will be a place to indicate approval of this budget. It had been recommended because one of the schools in the consortium is having a 0% budget growth and was concerned as to whether or not it would be approved. The administration and the business manager at the school came back with a decrease of \$55,000, but upon questioning, it was discovered that \$18,000 of the \$55,000 was for a piece of equipment for the veterinary medicine vocational shop and another piece of equipment was for the auto body shop that dealt with front end alignment. Had those two pieces of equipment not been placed in the Tech School budget, the students who took those two courses would be denied certification in certain areas. Mr. Barrett brought out the point that building the tech school and putting on a nice \$25 million edition, it would be best from the outset to stock the school with the best equipment available for the students.

After the joint Board meeting, there was a work session for the joint operating committee, which consists of 12 members, two from each of the representative districts. A report was presented from the building manager that, while things were moving along somewhat smoothly, they were still 5 or 6 weeks behind schedule, but were under budget. A report was also presented from Dr. Lacey, who is the new Director of the tech school. In the past, an audit report from the state indicated that the IEPs and special education were not up to snuff. As a result, two people were brought in to work with the people on the special education staff at the tech school and that problem with the citations and deficiencies is being addressed.

Lastly, the tech school was up for states accreditation. This is when a group of people come in from other technical schools and look at what's offered: making sure the curriculum is in place and meeting the goals and missions of the tech schools. That process will be forthcoming in the next year or so.

6.02 Derry Township Tax Collection Association Report

Mr. Malkoff reported the March 27, 2008 meeting was postponed. The next meeting is scheduled for April 24, 2008 at 6:00 p.m.

6.03 Harrisburg Area Community College Report

No report.

6.04 Capital Area Intermediate Unit Report

Mrs. Sheffey reported the transportation committee of the Capital Area Intermediate Unit had an emergency meeting last week, because their largest transportation provider is 30 days from going out of business due to the increase in fuel costs. While this does

not have an impact on the District because their transportation services are not used, it is just a heads up to the Board to make sure that funds will be in the budget for next year. Mr. Rineer assured Mrs. Sheffey that there will be growth in the budget concerning this issue.

SPECIAL REPORTS

7.01 Announcement of Staff Development Conferences

Mr. Michaels reported the following staff development conferences:

Marliss Berke
Heart of Ohio Guidance Counselor Tour
Seven Ohio Colleges and Universities
April 13 - 17, 2008 (Retroactive)
Expenses: \$500.00

Brian Blase
Good Feedback: We All Need It
Princeton, NJ
April 23 - 24, 2008
Expenses: \$480.00

Timothy Bean
Indiana Basketball Coaches Association - Coach's Clinic
Indianapolis, IN
April 24 - 26, 2008
Expenses: \$680.00

Joan Bechtel
Advanced Placement Summer Institute - Chemistry
Wake Forest University
June 16 - 20, 2008
Expenses: \$1,425.00

Joan Bechtel
Advanced Chemistry with Vernier
Baltimore, MD
June 23 - 24, 2008
Expenses: \$802.00

7.02 Student Representative Report

Ms. Shank reported the high school hosted its annual dance marathon and a total of

approximately \$22,000 was raised. There was also a Hoops for Hope basketball event and while the exact amount was not known, the event was successful. In addition Ms. Shank noted that she is on the Hershey track team and they received new uniforms and thanked the Board for approving them.

7.03 School and Community Information Report

Mr. Tredinnick invited everyone to a night of jazz performed by the 4th through 12th grade ensembles on April 15 at the high school.

7.04 Board Members' Report

Mrs. Sheffey reported the French exchange students arrived safely on April 3. The middle school is hosting 20 French students. Ten Derry Township School District students will travel to France, including her daughter. Mrs. Sheffey expressed that it has been a wonderful program for her family, the school, and the children. Mrs. Sheffey extended a special thank you to Leslie Shear and Melicia Widmer who put in a lot of time to make it a success. She also gave a thank you to Sue King for her support to the program. The foreign exchange students are leaving next week and there will be a going away party on Sunday at 2:00 p.m. in Shank Park for anyone who is interested in attending.

7.05 Superintendent's Report

No report.

7.06 Board President's Report

Mr. Stover noted that Cindy Goldsworthy earned her doctorate and will now be referred to as Dr. Goldsworthy and offered his congratulations.

RECOGNITION OF CITIZENS (Non-agenda Items)

8.01 Recognition of Citizens (Non-agenda Items)

Julie Neal: Provided positive feedback resulting from her attendance at the Young Authors Breakfast. She was impressed not only with the degree of composure of the young students when they read their poems, but how vulnerable and open they were with what they shared, from divorce to attention deficit. She was moved and wanted to let the Board know that Templeton, Ogle, and Umberger were the three team teachers. For a middle school group of kids to be that emotionally vulnerable to their peers speaks

extremely highly of that team the their passion and ability to give discipline but in a great way.

Ms. Neal inquired as to whether a decision was reached on whether or not to include the drug and violence data on the District data profiles. Dr. Brewer suggested that she be put in touch with Lisa Miller to take her through the procedure. Dr. Brewer stated that the information is on the PDE website and a link could be provided to the PDE website in general from the District site. Dr. Brewer did have a discussion with the Board concerning the best way to provide this data. The data that is currently available is as of 2006. Ms. Neal read the following from the school profile: The information contained within the portfolio while important, comes second to the more important mission of response and while Derry Township enjoys a history of education excellence, only enthusiastic response will show the District shall prosper in its pursuit of academic achievement to the highest level. Ms. Neal believes that part of the vision statement deals with the safety of the students and listing that in the school data will place importance on it. She added that decisions are data drive and involve the participation of various stakeholders and if it's listed on the data profile, it will make it easier for the public to check out.

Ms. Neal noted that under the Strategic Plan, it is listed in the student report the District's arrest statistics. She was not surprised that there were 0 arrests in 2000 and 2003, but was surprised that that number rose to 44 in 2004 and 2005 and inquired as to the cause and extreme jump in that number. It was indicated by a member of the Board that there may have been some differences in reporting.

ADJOURNMENT

9.01 Adjournment

Mr. Stover announced the next Board meeting would be on April 28, 2008 at 7:00 p.m. in the District Board Room. Tonight's Post-executive Session will begin immediately following the Board meeting in addition to a Work Session. There will be a five minute break and that session will last for a maximum of one hour.

Mrs. Chabal moved to adjourn, with a second by Mr. Barrett and, approved by unanimous voice vote by all members. The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

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

Charles Stover
President of the Board

LDM