

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

**August 28, 2006**

**OPENING ITEMS**

**1.01 Call To Order**

An Action Meeting of the Board of School Directors, Derry Township School District, was held on Monday, August 28, 2006, in the District Office Board Room. Dr. William Parrish, board president, called the meeting to order at 7:05 p.m.

**1.02 Roll Call**

**Directors Present:** Mr. Christopher Barrett  
Mrs. Beulah Chabal  
Mrs. Sharon Cin  
Dr. Donna Cronin  
Mr. Brad Dorrance  
Mr. John Gräb  
Mr. Jonathan Keeler  
Dr. William Parrish  
Mr. Charles Stover

**Superintendent:** Dr. Linda Brewer

**Secretary:** Mr. Stephen Rineer

**Solicitor:** Mr. Brian Jackson

**Press:** Mr. Dave Hunt                      HERSHEY CHRONICLE  
Mr. William Jackson                HUMMELSTOWN SUN  
Mr. Daniel Victor                     PATRIOT-NEWS  
Mr. Drew Weidman                    LEBANON DAILY NEWS

**Representatives of the Administrative Staff:** Mr. Edward Consalo, Mr. Greg Ebert, Mr. Troy Portser, and Dr. Timothy Quinn.

**Representatives of the Staff and Community:** Ms. Bunny Hottenstein

### **1.03 Flag Salute**

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

## **REVIEW AND APPROVAL OF MINUTES**

### **2.01 Approval Of August 14, 2006 Minutes**

Dr. Parrish requested a motion to approve the Minutes of the August 14, 2006 meeting of the Derry Township Board of School Directors.

Moved by Dr. Cronin; seconded by Mrs. Cin.

All Board members present signified by a Yes vote.

## **MOTION CARRIED**

## **INFORMATION AND PROPOSALS**

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

Dr. Parrish announced that the Board met in Executive Session prior to the meeting to discuss matters of personnel. Dr. Parrish also announced that all Board members were in attendance.

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

No citizen remarks

### **3.03 Standing Committee Reports**

Mr. Gräb provided a report from the August 28, 2006 General Services Standing Committee meeting.

## **UNFINISHED BUSINESS**

### **4.01 Unfinished Business**

None

## NEW BUSINESS

1. The Treasurer's Report for the month ending July 31, 2006 was summarized as follows:

General Fund Revenues	\$ 3,644,177
General Fund Expenditures	2,090,712
Balance of Cash Plus Investments	10,481,614

2. The listed schedule of investment transactions for the period beginning July 1, 2006 through July 31, 2006 had total interest earnings of \$33,624 comprised of the following:

General Fund	\$ 33,253
PA School District Liquid Asset Fund	0
PA Local Government Investment Trust	11

The average interest rate for July 2006 was 4.57%.

3. The July 2006 expenditures for the paid bills for all funds totaled \$2,056,581 excluding net payroll, retirement contributions, and debt service.
4. The August 2006 expenditures for the unpaid bills for all funds totaled \$1,655,038.
5. The estimated expenditures of the General Fund for the month of July 2006 were in the following amounts:

Operating Expenses	\$ 1,150,000
Utilities	115,000
Net Payroll	665,000
Employer Provided Insurance	367,000
Payroll Deductions	328,000
Employer Payroll Taxes (FICA/RET)	75,000
Debt Service	0

Total Estimated Expenditures \$ 2,700,000

Dr. Parrish requested a motion to approve the July 2006 finance report.

Moved by Mr. Stover; seconded by Mr. Barrett.

All Board members present signified by a Yes vote.

## MOTION CARRIED

**5.02 Acceptance of Auditor General's Audit Report ending June 30, 2001 and 2002**

We, the undersigned members of the Board of School Directors of the Derry Township School District, hereby accepted the attached response to the Pennsylvania Department of the Auditor General Report for the Years Ended June 30, 2001 and 2002.

Dr. Parrish requested a motion to approve the Auditor General's Report ending June 30, 2001 and 2002.

Moved by Mrs. Cin; seconded by Mrs. Chabal.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

**MOTION CARRIED**

**5.03 Election of Board Treasurer**

Section 404 of the School Laws of Pennsylvania stipulates . . . "In each school district of the third class . . . , the school directors shall, during the month of May, elect a treasurer to serve for one year, beginning the first day in July following such election . . . "

Dr. Parrish accepted nominations for the position of Board Treasurer.

Mr. Barrett moved that Mr. Stover be nominated to serve as Board Treasurer; seconded by Dr. Cronin.

Mr. Gräb moved to close nominations; seconded by Dr. Cronin.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

**MOTION CARRIED**

#### **5.04 Requests for Payment - Construction Projects**

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

##### **High School Building Project:**

Bink Architectural Partnership Invoice No: 2880	\$17,121.63
Kline's Service Invoice No. 268519	\$2,100.00
EciConstruction (General Contractor) General Contractor Invoice No. 5	\$272,117.06
Keener Inc. (Masonry Contractor) Invoice No. 3	\$92,398.13
Shannon A. Smith, Inc. (Plumbing Contractor) Invoice No. 3	\$33,143.40
Shannon A. Smith, Inc. (Electrical Contractor) Invoice No. 3	\$28,057.50
MBR Construction Services (HVAC Contractor) Application No. 3	\$315,765.00
Grainger (Materials for HS air conditioning) Invoices: 9160709094 and 9160709102	\$1,094.80

##### **Elementary and Middle School Renovations**

Shannon A. Smith, Inc. (HVAC Contractor) Invoice No. 2	\$6,109.20
Shannon A. Smith, Inc. (Electrical Contractor) Invoice No. 3	\$6,794.10
The Robert Feaster Corp. (General Contractor) Application No. 2	\$34,940.55
Kevin Bashore Plumbing (Plumbing) Invoice No. 31306	\$3,150.00

Lowe's (Materials) \$1,079.33  
Five Invoices Totaling

BJR Office Resources (Equipment) \$1707.44  
Invoice No. 2145

Dr. Parrish requested a motion to approve the invoices.

Moved by Mrs. Chabal; seconded by Mr. Dorrance.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

### **MOTION CARRIED**

#### **5.05 Employee Assistance Program Agreement Ratification**

The Administration recommended that the Board ratify the proposed agreement between the District and Ceridian Corporation ("Ceridian"). Under the proposed agreement, which was reviewed by legal counsel, Ceridian will provide Employee Assistance Program services for the District and its employees for 2006-2007.

Dr. Parrish requested a motion to approve the agreement.

Moved by Mr. Dorrance; seconded by Mrs. Cin.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

### **MOTION CARRIED**

#### **5.06 Approval of Thirty Day Review of Policy 227 - Drugs and Alcohol**

The Administration recommended the approval of Thirty Day Review of Policy 227- Drugs and Alcohol of the Derry Township School District Policy Manual for public review in the following locations: Hershey Public Library, Derry Township Tax Office, Derry

Township Municipal Office, Hershey High School Library, and the District Office. Dr. Parrish requested a motion to approve thirty day review of Policy 227- Drugs and Alcohol.

Moved by Mrs. Chabal; seconded by Mrs. Dorrance.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

### **MOTION CARRIED**

#### **5.07 Bid Approval 2006-11 - Elementary Yearbook**

The Administration recommended bid 2006-11 be awarded to Lifetouch National Studios a three-year contract from July 1, 2006 through June 30, 2009 to publish the Elementary School yearbook. Lifetouch was the lowest bid that met specifications.

Dr. Parrish requested a motion to approve the contract.

Moved by Mrs. Chabal; seconded by Dr. Cronin.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

### **MOTION CARRIED**

#### **5.08 Bid Approval 2006-15 - Middle School Yearbook**

The Administration recommended Overby & Associates, Inc. be awarded bid 2006-15 for the three-year contract (July 1, 2006 - June 30, 2009) to publish the Middle School yearbook. Overby was the lowest bidder that met specifications.

Dr. Parrish requested a motion to approve the contract.

Moved by Mr. Barrett; seconded by Mr. Stover.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

## **MOTION CARRIED**

### **5.09 Approval of Extended Food Service Contract**

The Administration recommended the Board approve and ratify a further extension to 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 11, 2006 and ending at the conclusion of the Hershey Christian School academic year or the District school year whichever shall occur first.

Dr. Parrish requested a motion to approve the contract.

Moved by Mrs. Chabal; seconded by Mr. Barrett.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

## **MOTION CARRIED**

### **5.10 Preliminary Approval for Foreign Excursion - France 2007 - Middle School Students**

The Administration recommended the preliminary approval of a foreign excursion for middle school students to France from June 2, 2007 to June 17, 2007 as proposed by Leslie A. Shearer in accordance with Board Policy 121.1.

The District reserved the right to cancel the excursion based on events that could pose a heightened safety or security risk.

Dr. Parrish requested a motion to approve the foreign excursion.



Moved by Mr. Keeler; seconded by Mrs. Cin.

Roll Call Vote:

Barrett	-	No	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

8 Yes 1 No

## **MOTION CARRIED**

### **5.11 Approval of Overnight Field Trip/Excursion - Hershey Cross Country Team**

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

Group: Hershey Cross Country Team  
Destination: Williamsburg, VA  
Purpose: Cross Country Invitational  
From: September 22, 2006  
Until: September 23, 2006  
Trip Leaders: Al Fricke & Steve Koons

The District reserved the right to cancel the excursion based on events that could pose a heightened or security risk.

Dr. Parrish requested a motion to approve the overnight excursion.

Moved by Mr. Dorrance; seconded by Mrs. Chabal.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

## **MOTION CARRIED**

### **5.12 Requests for the Use of School Facilities**

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

Group: Chapter #48 Hershey - Disabled Veterans and Auxiliary  
Date/Time: Second Tuesday of the Month, September 12, 2006 through May 18, 2007 - 6:30 p.m. - 9:00 p.m.

Requested Facility: High School Library  
Event: Monthly Meetings  
Fee: None

Group: Hershey Wrestling Booster Club  
Date/Time: October 14 & 21, 2006 - 9:00 a.m. - Noon  
Requested Facility: High School Mat Room  
Event: Elementary Registration/Sigh-ups  
Fee: As per Lease Agreement

Dr. Parrish requested a motion to approve the Requests for the Use of School Facilities.

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

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

## **MOTION CARRIED**

### **5.13 Personnel - Resignations**

The Administration recommended the approval of the following resignations:

#### **Professional:**

##### **Ulishney, Michelle**

Associate School Nurse  
St. Joan of Arc and Hershey Christian School  
Reason: Personal  
Effective: No later than October 1, 2006  
Classified:

##### **Hamilton, Ronnie**

Bus Driver  
District-wide  
Reason: Personal  
Effective: 08/16/06

Dr. Parrish requested a motion to approve the resignations.

Moved by Mr. Barrett; seconded by Mr. Stover.

All Board members present signified by a Yes vote.

## **MOTION CARRIED**

### **5.14 Personnel - General**

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

#### **Professional:**

**Purdy, Marianne** (new position - increased enrollment)

Grade 1 Teacher

Early Childhood Center

Temporary Professional

Bachelors, Step 4

Salary: \$40,274

Effective: On or before 09/11/06 (pending receipt of Act 34 & 151 clearances)

#### **Classified:**

**Dorwart, Stacy**

Substitute General Food Service Worker

District-wide

Salary: \$10.25 per hour

Effective: 08/29/06

**Hamilton, Ronnie \***

Substitute Bus Driver

District-wide

Salary: \$13.94 per hour

Effective: 08/17/06

**Layman, Lynn Ann**

Substitute Teacher's Aide

District-wide

Salary: \$10.46 per hour

Effective: 08/29/06

**Zahar, Lawrence \***

Substitute Custodian

District-wide

Salary: \$11.94 per hour

Effective: 09/01/06

**Limited Service Contract:**

**Armitage, Diana \***

Assistant Field Hockey Coach  
Middle School  
Level III, Group C, Step 4  
Salary: \$1,411  
Effective: 08/29/06

**Boyer, Allen \***

Elementary Computer Coordinator  
Elementary School  
Level I, Group A, Step 1  
Salary: \$3,206  
Effective: 08/29/06

**Hickethier, Darin \***

Assistant Field Hockey Coach  
Middle School  
Level III, Group C, Step 5  
Salary: \$1,539  
Effective: 08/29/06

**Nardone, Kathleen \***

Grade Level Coordinator - Grade 5  
Elementary School  
Salary: \$1,500  
Effective: 08/29/06

**Robino, Laura \***

Assistant Field Hockey Coach  
Middle School  
Level III, Group C, Step 4  
Salary: \$1,411  
Effective: 08/29/06

**Schmoyer, Lori \***

Student Council Advisor  
High School  
Level I, Group I, Step 1  
Salary: \$641  
Effective: 08/29/06

**Yingling, Dawn \***

Technology Lead Teacher  
Elementary School  
Level III, Group E, Step 2  
Salary: \$962  
Effective: 08/29/06

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

**Miller, Heather**

Grade 3 Teacher  
Elementary School  
Paid/Unpaid Childbearing Leave  
Effective: 08/22/06 for a period of twelve weeks

- 3. The Administration recommended the approval of the following additions to the Substitute Teacher List for the 2006-07 school year.

**Hollen, David**

B.A. in English from Marietta College, Teaching Certificate from Penn State University

**Kulp, Andrew**

B.A. in Humanities and Bible from Columbia International University, Teaching Certificate from Wilson College

**Leal, Elizabeth**

B. S. in Elementary Education from Bob Jones University

**Renninger, Khristina**

B.S. in Elementary Education from West Chester University

**Snyder, Abby**

B. S. in Elementary Education from Messiah College

**Yarzabek, Christine**

B.S. in Elementary Education from Elizabethtown College

Dr. Parrish requested a motion to approve the Personnel Recommendations.

Moved by Mr. Barrett; seconded by Mr. Keeler.

Roll Call Vote:

Barrett	-	Yes	Cronin	-	Yes	Keeler	-	Yes
Chabal	-	Yes	Dorrance	-	Yes	Parrish	-	Yes
Cin	-	Yes	Gräb	-	Yes	Stover	-	Yes

9 Yes

## **MOTION CARRIED**

### **DELEGATES REPORTS:**

#### **6.01 Dauphin County Technical School Report**

Mr. Gräb announced that the next meeting of the Dauphin County Technical School Board would be held on Wednesday, September 13, 2006.

#### **6.02 Derry Township Tax Collection Association Report**

No report

### **SPECIAL REPORTS:**

#### **7.02 Board Members' Report**

Mrs. Cin provided a report on the Joint Founders Park Committee meeting.

Mr. Barrett provided a report on Back-to-School night at the Early Childhood Center.

Mrs. Chabal provided a report on the opening day event for staff.

Mr. Stover provided a report on the Tax Study Commission the Board is forming as required by Act 1: The taxpayers' Relief Act.

#### **7.01 School and Community Information Report**

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

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

Dr. Brewer provided a report on the opening to school and the addition of a first grade classroom.

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

Dr. Parrish announced that the next meeting would be held on Monday, September 11, 2006 at 7 p.m. in the District Office Board Room.

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

### **8.01 Recognition of Citizens**

No citizen remarks

## **ADJOURNMENT**

### **9.01 Adjournment**

Dr. Parrish asked for a motion for adjournment.

Moved by Mr. Dorrance; seconded by Mrs. Cin.

All Board members present signified by a Yes vote.

### **MOTION CARRIED**

The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

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Stephen E. Rineer  
Secretary to the Board  
Approved at the September 11, 2006 meeting:

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William Parrish  
President of the Board

SR:trp