



Board of Directors Meeting – April 22, 2013

Minutes: Board of Directors Meeting - April 22, 2013 - XVIII

Roll Call

Board Members in attendance were: John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett

Board Members not in attendance were: Chris Barrett, Hank Donahue, Bill Parrish

Administrators in attendance were: Richard Faidley, Bernie Kepler, Joseph McFarland, Steve Rineer, Lisa Sviben Miller, Dan Tredinnick, Dale Reimann, Lori Dixon

Community Members and Staff in attendance were: Heidi Eby, Scott Schuyler, Susan Teyral, John Teyral, Richard W. Gamble, William W. Brandt, Richard E. Brandt, Ross Santangelo, Elizabeth Peris, Vincent Lattanzio, Laurie Scherer, Julie Neal, Keith Saylor

1. OPENING ITEMS

1.1 Call to Order

Minutes: The meeting of the Derry Township Board of School Directors was called to order at 7:10 pm.

1.2 Roll Call

Mr. Chris Barrett
Dr. Hank Donahue
Mr. John Grab
Mr. Bruce Hancock
Mr. Chris Morelli
Dr. Bill Parrish
Mrs. Maryellen Sheehan
Mrs. Ellen Sheffey
Mr. Brian Shiflett

Minutes: 6 Members of the Board were present, 3 Members were absent

1.3 Flag Salute

Please rise for the Pledge of Allegiance.

1.4 Approval of School Board Agenda

Approval of the April 22, 2013 Derry Township School District Board Agenda.

Minutes: Following motion by Ellen Sheffey and a second by John Grab, the April 22, 2013 School Board agenda was approved unanimously.

2. INFORMATIONAL AND PROPOSALS

2.1 Announcement of Executive Session

Minutes: The Board of School Directors met in Executive Session prior to this evening's meeting to discuss matters of personnel or items that must be conducted in private.

2.2 Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda. Those who speak are asked to come to the microphone, state your name and address for the record. In an effort to keep the meeting on schedule and out of respect for others who wish to speak, please keep comments to no more than 3 minutes. This portion of the agenda is intended primarily for those who wish to provide input. Inquiries may be directed to the Board and they will be answered to the extent possible. Speakers with questions needing follow-up outside this Board Meeting are asked to fill out a contact card, which can be found at the podium. Completed cards may be turned into members of the administration to facilitate a reply.

Minutes:

Mr. Lee Vasiliades addressed the Board regarding the softball field.

Mr. Richard Gamble addressed the Board regarding the approval of the 2013-2014 school budget and tax matters.

2.3 Recognition of Students

Students of the Month

Minutes: Dr. Reimann presented the April 2013 Students of the Month; Kabir Singh and Jessie Weber.

2.4 Recognition of Employee

Minutes: Dr. Faidley recognized Susan Teyral, bus driver. Susan created a "Read for Hershey Library" project for the students on her bus and she personally donated \$.50 for each book read. The total personal contribution to the Hershey Public Library exceeded \$250.

2.5 Student Representatives' Report

As per Board Policy 004.1, the purpose of having two non-voting Student Representatives on the Board is to establish a communication link between the Board of School Directors and the student body of Hershey High School. The position will serve in presenting the students' viewpoints to the Board.

Minutes:

Miss Briselli provided the following update from the student body

- Mock Accident

Mr. Richards provided the following updates from the student body

- Model U.N. and FBLA state conferences held recently

- Brain Busters this Wednesday, April 24, 2013 at 7:00 p.m. at the Whitaker Center

2.6 Recognition of Donation to the Horrocks Memorial Scholarship Fund - The Golden Years of Hershey High

Representatives of The Golden Years of Hershey High, Richard and William Brandt, will present the District with a \$5,000 donation to the Horrocks Memorial Scholarship Fund.

Minutes: On behalf of "The Golden Years of Hershey High", Mr. Richard Brandt and Mr. William Brandt presented the District with a \$5,000 donation to the Michael Horrocks Memorial Scholarship Fund.

2.7 Trojan Foundation Check Presentation

Ross Santangelo, representing the Trojan Foundation, will present the School Board a check for \$12,000 to be used for Twenty-First Century Learning/Upgrade of Elementary School Wireless Network.

Minutes: On behalf of the Trojan Foundation, Mr. Ross Santangelo (President) presented the Board with a \$12,000 check for the Twenty-First Century Learning/Upgrade of Elementary School Wireless Network.

2.8 Fulton Financial Review

Minutes: The Fulton Financial team consisting of Elizabeth Peris (portfolio manager) and Vince Lattanzio provided a quarterly update on the Milton Hershey Foundation Trust.

2.9 Presentation - Middle School Advisory

Minutes: Dr. Stacy Winslow, Hershey Middle School Principal; along with Mr. Keith Saylor, Ms. Diane May, and Ms. Laurie Scherer provided an update on the completion of the fourth year of the Middle School Advisory program.

2.10 Discipline Report

Minutes: Mrs. Lisa Sviben-Miller provided the March 2013 incident report.

2.11 Standing Committee Report

April 16, 2013 - Athletics and Activities Committee - Bruce Hancock

Minutes: Mr. Hancock provided a report of the April 16, 2013 Athletics and Activities Standing Committee meeting where the committee discussed the implications of the Act 82 reporting requirements for interscholastic athletics under Title IX. This was the first meeting of this newly established Board level committee.

2.12 Election of Board Treasurer-Discussion

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

Minutes: Mr. Morelli provided an update pertaining to the required May appointment of a Board Treasurer. The Board will appoint a Board Treasurer at the May 28, 2013 meeting of the Board of School Directors.

2.13 Anticipated Agenda Items for the Next School Board Meeting

The following items will be on the Agenda for the May 13, 2013 Public Board Meeting:

Standing Committee Report:

1.
 - Policy - May 2, 2013
 - Curriculum Council - May 6, 2013
2. Presentation - Pennsylvania School Profile & Teacher Effectiveness Model - Mr. Joseph McFarland & Dr. Bernie Kepler
3. Approval of April 22, 2013 School Board Summary Minutes
4. Election of Board Treasurer
5. Approval of Policies
6. Approval of Master Facility Study Agreement: Fanning Howey
7. Requests for the Use of Facilities
8. Personnel
9. Staff Development

Minutes: The anticipated agenda items for May 13, 2013 were reviewed.

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

Adoption of items of routine nature and those that normally do not require public deliberations on the part of the Governing Board. A Board Member may pull items which will then be discussed and voted on separately.

4.1 Approval of April 8, 2013 School Board Meeting Summary Minutes XVII

Minutes: Following motion by Ellen Sheffey and a second by Brian Shiflett, the consent agenda items were approved. Vote results are as follows:

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

4.2 Approval of March 2013 Finance Report

Approval of Finance Report for March 2013:

1. The Treasurer's Report for the month ending March 31, 2013 was summarized as follows:
 - General Fund Revenue \$2,009,424
 - General Fund Expenditures 3,836,249
 - Balance of Cash Plus Investments 25,987,645
 - (Includes \$6,819,378 Capital Reserve)
2. The listed schedule of investment transactions for the period beginning March 1, 2013 through March 31, 2013 had total interest earnings of \$6,285 comprised of the following:
 - General Fund 0
 - Money Market 4,532
 - Capital Reserve 1,625
 - PA Local Government Trust 128
 - The average interest rate for March 2013 was .29%
3. The March 2013 expenditures for the paid bills for all funds totaled \$2,101,715 excluding net payroll, retirement contributions, and debt service.
4. The April 2013 expenditures for the unpaid balance for all funds totaled \$895,751
5. Estimated expenditures of the General Fund for the month of April 2013 were in the following amounts:
 - Operating Expenses 900,000
 - Utilities 146,850
 - Net Payroll (2 pays) 1,273,000
 - Employer Provided Insurance 374,150
 - Payroll Deductions 667,000
 - Employer Payroll Taxes (FICA/RET) 149,000
 - Debt Service 0
 - **Total Estimated Expenditures** \$3,510,000

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

4.3 Approval of Budget Transfers

Section 687 (d) of the Public School Code provides: The Board of School Directors shall have the power to authorize the transfer of any unencumbered balance, or any portion thereof, from one class of expenditures or item, to another, but such action shall be taken only during the last nine (9) months of the Fiscal Year.

The Administration recommended the Board authorize the April 2013 budget transfers.

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

4.4 Requests for Payment - Construction Projects

The Administration recommended the approval of the following invoices as reviewed and approved by Dr. Kepler:

Hershey Middle School Phase II

Sponaugle Construction Services

- | | | |
|----|---|-------------|
| 1. | | \$12,250.00 |
| | Invoice No. 63568 | |
| | E.R. Stuebner, Inc (General Contractor) | |
| 2. | Application No. 3 | 68,265.00 |
| 3. | Carl E. Frantz, Inc (Plumbing) | |
| | Application No. 2 | 1,440.00 |
| 4. | Spotts Brothers, Inc (Electric) | |
| | Application No. 1 | 12,040.83 |
| 5. | Township of Derry | |
| | Invoice No. 90614-5 | 616.06 |

Softball Fields

- | | | |
|----|------------------------|------------|
| 6. | Hayes Large Architects | \$3,339.00 |
| | Invoice No. 1320-008 | |
| | Hayes Large Architects | |
| 7. | Invoice No. 1320-008 | 6,706.40 |
| | Hayes Large Architects | |
| 8. | Invoice No. 1320-019 | 3,002.60 |
| 9. | Hayes Large Architects | 212.00 |
| | | 13,260.00 |

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

4.5 Approval of Thirty-Day Review of Policies (Reaffirmation)

The Administration recommended the approval of Thirty-Day Review of the following policies (reaffirmation) of the Derry Township School District Policy Manual:

- 105.2 - Exemption from Instruction
- 106 - Guides for Planned Instruction
- 107 - Adoption of Planned Instruction
- 618 - Student Activity Funds
- 810.1 - Drug/Alcohol Testing - Covered Drivers
- 812 - Risk Management
- 813 - Other Insurance
- 828 - Fraud
- 830 - Breach of Computerized Personal Information

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

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

4.6 Approval of Thirty-Day Review of Policies

The Administration recommended the approval of Thirty-Day Review of the following policies of the Derry Township School District Policy Manual:

- 005 - Organization
- 006 - Meetings
- 616 - Payment of Bills
- 806 - Child-Student Abuse

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

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

4.7 Approval of Policy

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

440 - Responsibility for Student Welfare

The policy was on thirty-day display in the following locations: Hershey Public Library and the District Office. In addition, it was on the school's website by going to Board of School Directors, and then Policy.

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

4.8 Requests for the Use of School Facilities

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

<i>Group:</i>	Hershey Heat Community Tennis Association Sundays
<i>Date/Time:</i>	April 21, 2013 - July 1, 2013 - 2:00 p.m. - 4:00 p.m. September 15, 2013 - November 10, 2013 - 2:00 p.m. - 4:00 p.m.
<i>Requested Facility:</i>	High School Tennis Courts
<i>Event:</i>	Games
<i>Fee:</i>	None
<i>Group:</i>	Hershey Girls Softball Association
<i>Date/Time:</i>	June 1, 2013 - 6:30 p.m. - 9:30 p.m.

Requested Facility: High School Softball South Field
Event: Fast Pitch Game
Fee: None

Group: Hershey Youth Football Association
May 15, 22, 2013 - 3:45 p.m. - 6:00 p.m. (Cheer Clinic)
Date/Time: May 28-31, 2013 - 3:45 p.m. - 6:00 p.m. (Cheer Tryouts)
Requested Facility: ECC Gym
Event: Youth Cheerleading Clinic & Tryouts
Fee: None

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

5. NEW BUSINESS

5.1 Approval of 2013-2014 Proposed Final Budget

Be it resolved that the Derry Township School District Proposed Final General Fund Budget, as presented for the school year 2013-2014 be adopted in the amount of \$55,304,813. The general operating expenses includes a \$300,000 budgetary reserve.

Be it further resolved and made known that the adoption of the 2013-2014 Proposed Final Budget is in accordance with Section 687 of the School Laws of Pennsylvania, and further, that the authorized said proposed Final Budget document will be made available for public inspection for 20 days beginning April 23, 2013 at the following locations: Hershey Public Library and the District Office. In addition, it can be accessed on the school's website.

Minutes: Following motion by John Grab and second by Brian Shiflett, the motion was adopted by a vote of 6-0.

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

5.2 Approval of Agreement with Professional Roof Services: Task 1 of 3: Specification Design

The Administration recommended the Board provide approval for Professional Roof Services, Consultant and Planner, to complete the specification design for the middle school roof replacement project. This approval is specific to Task 1 of 3.

Minutes: Following a motion by Brian Shiflett and a second by Mr. Hancock, the motion was approved by a vote of 6-0.

Vote Results

Yea	6	John Grab, Bruce Hancock, Chris Morelli, Maryellen Sheehan, Ellen Sheffey and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	3	Chris Barrett, Hank Donahue and Bill Parrish

5.3 Personnel - Resignations

The Administration recommended the approval of the following resignations:

Professional:

Huston, Emily

Grade 3 Teacher
Primary Elementary School
Reason: Personal
Effective: 06/15/2013

Classified:

McCorkel, Samuel

Groundskeeper
District-wide
Reason: Retirement
Effective: 05/31/2013

Sickler, Amanda

Special Education Aide
Middle School
Reason: Personal
Effective: 05/03/2013

Strauss, Miriam

Secretary/Receptionist
Buildings and Grounds/District Office
Reason: Retirement
Effective: 07/31/2013

Minutes:

Dr. Faidley recognized two retirees: Mr. Sam McCorkel and Mrs. Mim Strauss.

Following a motion by Ellen Sheffey and a second by Brian Shiflett, the motion was approved by a vote of 6-0.

Vote Results

Yea	6
Nay	0
Abstain	0
Not Cast	3

5.4 Personnel - General

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

Classified:

Bernardo, Marci *

Cafeteria/Recess Aide
Elementary School
Level A: 3.0 hour per day
Salary: \$11.93 per hour
Effective: 04/23/2013

Davis-Lewis, Jennifer

Substitute Teachers' Aide
District-wide
Salary: \$11.30 per hour
Effective: 04/23/2013

DeAcosta, Theresa

Substitute Secretary
District-wide
Salary: \$15.02 per hour
Effective: 04/23/2013

Engle, Kathleen

Substitute Cafeteria/Recess Aide
Elementary School
Salary: \$10.40 per hour
Effective: 04/23/2013 (pending receipt of Act 114 clearance)

Feldman, Ashley

Library Aide
High School
Level C: 7.5 hours per day
Salary: \$13.39 per hour
Effective: 04/23/2013 (pending receipt of Act 34 clearance)

Gawron, Luke

Substitute Teachers' Aide
District-wide

Salary: \$11.30 per hour
Effective: 04/23/2013

Maki, Annamarie
Substitute Teachers' Aide
District-wide
Salary: \$11.30 per hour
Effective: 04/23/2013

Oliveira, Carol
Substitute Cafeteria/Recess Aide
Elementary School
Salary: \$10.40 per hour
Effective: 04/23/2013 (pending receipt of Act 34, 151, and 114 clearances)

Substitute Secretary
District-wide
Salary: \$15.02 per hour
Effective: 04/23/2013 (pending receipt of Act 34, 151, and 114 clearances)

Transfer of Classified Staff:

Varvel, Brian *
From: Carpenter/Painter (HESPA)
District-wide
To: Director of Buildings and Grounds (Act 93)
District-wide
Salary: \$67,044
Effective: 06/01/2013

2. The Administration recommended the approval of the following personnel for the 2013 Summer Employment:

Stockroom:

Gingrich, Kimberly *
Substitute Summer Stockroom Help
As needed
Salary: \$11.50 per hour
Effective: 06/10/2013

Robbins, Belva Michelle *
Summer Stockroom Help
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Steelman, Peter *
Substitute Summer Stockroom Help
As needed

Salary: \$11.50 per hour
Effective: 06/10/2013

Swavely, Matthew *

Summer Stockroom Help
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Transportation:

Danner, Ronald *

Summer Secretary
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Hileman, Tina *

Substitute Summer Secretary
As needed
Salary: \$11.50 per hour
Effective: 06/10/2013

Lachman, Brenda *

Summer Bus Custodian
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Lewis, Cheryl *

Summer Bus Custodian
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Weaver, Clark *

Substitute Bus Custodian
As needed
Salary: \$11.50 per hour
Effective: 06/10/2013

Buildings and Grounds:

Boger, Henry *

Summer Employment
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Grecia, Joseph *

Summer Employment
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Kurtz, Matthew *

Summer Employment
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Kurtz, Michael *

Summer Employment
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

Steelman, Peter *

Summer Employment
Up to 10 hours per day or up to 40 hours per week
Salary: \$11.50 per hour
Effective: 06/10/2013

3. The Administration recommended the approval of the following individuals as medical volunteers for the Derry Township Environmental Education Retreat:

May 20-24, 2013 - Camp Kenbrook

Kerstin Bettermann, DR
Delois Hurst, DR (pending receipt of TB test results)
Christine O'Shell, RN
Nickole Obenstine, RN
Judith Thomas, RN
Theodore Zimmerman, RN

4. The Administration recommended the approval of the following additions to the 2012-2013 Substitute Teacher List:

Cosey, Richard *

B.S. in Elementary Education from The Pennsylvania State University

Horn, Lauren

B.S. in Elementary Education from Shippensburg University of Pennsylvania

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

Minutes:

Dr. Faidley introduced Mr. Brian Varvel as the recommended candidate for the Director of Buildings and Grounds position. Following a motion by Brian Shiflett and a second by Mr. Grab, the motion was approved 6-0.

Vote Results

Yea 6

Nay

Abstain

Not Cast 3

6. DELEGATES REPORTS

6.1 Dauphin County Technical School Report

Minutes: Brian Shiflett provided an overview of the April 10, 2013 Dauphin County Technical School meeting.

7. SPECIAL REPORTS

7.1 Board Members' Report

Opportunity for Board Members to give a report.

Minutes: Ellen Sheffey provided a Board Member report pertaining to the Magna award received at the National School Boards' Association Conference.

Bruce Hancock provided a Board Member report pertaining to his and Dr. Faidley's participation in the annual Hershey Story Awards Breakfast. Three Derry Township School District students were recipients of first or second place awards. Additionally, Mr. Hancock shared that more than one hundred art projects created by students at Derry Township School District are on display at the Hershey Gardens.

Maryellen Sheffey provided a Board Member report regarding a recent meeting, as well as activities and events through the Derry Township Parks and Recreation.

Brian Shiflett provided a Board Member report pertaining to the recent Hershey Community Youth Alliance Talent Show.

7.2 Superintendent's Report

Minutes: Dr. Faidley provided a report detailing the Hershey Story Awards Breakfast. Dr. Faidley provided an update on the upcoming Brain Buster final competition on Wednesday, April 24, 2013. Dr. Faidley established a campus tour with WGAL representatives, with the purpose of sharing the implementation of technological resources in education.

Dr. Faidley provided an update regarding his recent session with Congressman Charles W. Dent. Congressman Dent committed to a site visit to the schools in Derry Township School District.

7.3 Board President's Report

Minutes: Mr. Morelli recommended that Mr. Shiflett assume the responsibility as a delegate to the Dauphin County Technical School.

Mr. Morelli reminded Board Members to inform the Board President and Committee Chair if they are unable to attend a committee meeting.

8. RECOGNITION OF CITIZENS (Non-Agenda Items)

This was an opportunity for residents and taxpayers to address the Board on matters related to agenda items or matters of District Governance not on the formal agenda. Those who speak are asked to come to the microphone, state your name and address for the record. In an effort to keep the meeting on schedule and out of respect for others who wish to speak, please keep comments to no more than 3 minutes. This portion of the agenda is intended primarily for those who wish to provide input. Inquires may be directed to the Board and they will be answered to the extent possible. Speakers with questions needing follow-up outside this Board Meeting are asked to fill out a contact card, which can be found at the podium. Completed cards may be turned into members of the Administration to facilitate a reply.

Minutes: Mr. Lee Vasiliades addressed the Board on matters pertaining to the student dress code and entrance to the high school.

9. ADJOURNMENT

Minutes: Following motion by Ellen Sheffey and a second by Maryellen Sheehan, the April 22, 2013 meeting of the Board of School Directors was adjourned at 9:09 p.m.

Respectfully submitted,

Stephen E. Rineer
Secretary to the Board
Approved at the May 13, 2013 meeting

Bruce E. Hancock
Vice President of the Board of Directors