



Derry Township School District Board of Directors Meeting – March 25, 2013 Summary Minutes - XVI

Roll Call

Members in attendance were: Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett

Members not in attendance were: John Grab, Ellen Sheffey

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

Staff/Public in attendance were: Ed Consalo, Heidi Eby, Dr. Anne Newman, Timothy Wolfe, AnnMarie Schupper, Joel Hammer, Scott Schuyler, Garrett Richards

1. OPENING ITEMS

1.1 Call to Order

Minutes: The March 25, 2013 Derry Township School District Board of School Directors meeting was called to order at 7:06 p.m.

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: 7 Members Present; 2 Members Absent

1.3 Flag Salute

Please rise for the Pledge of Allegiance.

1.4 Approval of School Board Agenda

Approval of the March 25, 2013 Derry Township School District Board Agenda.

Minutes: Following a motion by Brian Shiflett and a second by Chris Barrett, the Board approved the March 25, 2013 Board agenda by a vote of 7-0.

2. INFORMATIONAL AND PROPOSALS

2.1 Presentation - Music Ensemble March is Music in Our Schools Month

Minutes: Rich Miller, band director, accompanied by three Hershey High School musicians played a piece for the Board and community during Music In Our Schools Month.

2.2 Announcement of Executive Session

Minutes: The Board of School Directors met in executive session prior to this evening's meeting. Additionally, the Board met in post-executive session at the conclusion of the meeting.

2.3 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: No members of the public addressed the Board.

2.4 Standing Committee Reports

Communications Standing Committee - March 21, 2013 - Mrs. Sheehan,

Minutes: Maryellen Sheehan provided a review of the March 21, 2013 Communications Standing Committee meeting.

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: Garrett Richards updated the Board on the recent Hershey High School Mini-Thon.

2.6 Recognition of Students

Recognition of Students of the month of March 2013.

Minutes: Dr. Dale Reimann, high school principal, presented the March students of the month

- Rachel Wolfe
- Ryan Li

2.7 Presentation: Fanning Howey - Master Facility Study Proposal

Minutes: Carl Baxmeyer, Fanning-Howey, presented an overview of what the Board can expect should they approve Fanning-Howey to conduct a Master Facility Study.

2.8 Discipline Report

Minutes: Mrs. Lisa Sviben-Miller provided a review of the January and February Discipline-Incident Reports.

2.9 Anticipated Agenda Items for the Next School Board Meeting

The following items will be on the Agenda for the April 8, 2013 Public Board Meeting:

1. Standing Committee Report: April 4, 2013 – Policy
2. Presentation - BYOT Pilot in the Elementary School - Alex Jones, Christine Yarzabek
3. Approval of March 25, 2013 School Board Summary Minutes
4. Approval of 2013-2014 Amended Sponsorship Agreement of the Harrisburg Area Community College (HACC)
5. Requests for the Use of Facilities
6. Personnel
7. Staff Development

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 March 11, 2013 School Board Meeting Summary Minutes XV

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

4.2 Approval of February 2013 Finance Report

1. The Treasurer's Report for the month ending February 28, 2013 is summarized as follows:

General Fund Revenue	\$1,197,441
General Fund Expenditures	3,513,137
Balance of Cash Plus Investments (Includes \$6,817,753 Capital Reserve)	27,078,845

2. The listed schedule of investment transactions for the period beginning February 1, 2013 through February 28, 2013 has total interest earnings of \$6,496 comprised of the following:

General Fund	\$0
Money Market	4,927
Capital Reserve	1,569
PA Local Government Trust	0

The average interest rate for February 2013 was .31%

3. The February 2013 expenditures for the paid bills for all funds total \$1,742,081 excluding net payroll, retirement contributions, and debt service.
4. The March 2013 expenditures for the unpaid balance for all funds total \$1,065,633
5. Estimated expenditures of the General Fund for the month of March 2013 are in the following amounts:

Operating Expenses	\$1,000,000
Utilities	146,950
Net Payroll (2 pays)	1,272,000
Employer Provided Insurance	424,200
Payroll Deductions	666,000
Employer Payroll Taxes (FICA/RET)	966,000
Debt Service	<u>341,286</u>
Total Estimated Expenditures	\$4,816,436

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

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 recommends the Board authorize the March 2013 budget transfers.

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

4.4 Requests for Payment - Construction Projects

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

HVAC Performance Based Energy Agreement

McClure Company, Inc.

1.	285,646.09
Application No. 3	

Hershey Middle School Phase II

E.R. Stuebner, Inc (General Contractor)

2.	15,930.00
Application No. 1	

E.R. Stuebner, Inc. (General Contractor)

3.	27,765.00
Application No. 2	

Carl E. Frantz, Inc. (Plumbing)

4.	2,025.00
Application No. 1	

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

4.5 Approval of Thirty-Day Review of Policies

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

- 237 - Electronic Devices
- 702 - Gifts, Grants, Donations

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	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

4.6 Approval of Overnight Field Trip/Excursion - PA Junior Academy of Science - May 2013

The Administration recommends the approval of the Overnight Field Trip/Excursion as listed:

<i>Group:</i>	PA Junior Academy of Science
<i>Number of Participating Students:</i>	9
<i>Grade Level:</i>	9-12
<i>Destination:</i>	Pennsylvania State University
<i>Purpose:</i>	State Level Science Fair
<i>Depart:</i>	May 12, 2013
<i>Return:</i>	May 14, 2013
<i>Trip Leader:</i>	Jason Ambler

The District reserves the right to cancel the excursion based on events that could pose a heightened safety or security risk. Cost to Derry Township School District is \$1,465.00.

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

4.7 Approval of Overnight Field Trip/Excursion - Youth in Government - April 2013

The Administration recommends the approval of the proposed Overnight Field Trip/Excursion as listed:

Group: Youth in Government
Number of Students: 42
Grade Level: 9-12
Destination: Harrisburg Capital
Purpose: Model Legislature
Depart: April 19, 2013
Return: April 21, 2013
Trip Leader: Pete Steelman

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

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

4.8 Requests for the Use of School Facilities

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

Group: Girls' Basketball
Date/Time: April 6, 2013 - 7:00 a.m. - 8:00 p.m.
 April 7, 2013 - 8:00 a.m. - 5:00 p.m.
Requested Facility: High School Gym, Gym Lobby
Event: Girls' Basketball Tournament
Fee: \$826.00 (Approximate Custodial Fee)

Group: Derry Township Parks & Recreation Department
Date/Time: June 5, 2013
 5:00 p.m. - 8:00 p.m.
Requested Facility: Elementary Multi-Purpose Room
Event: Summer Day Camp Program Parents' Meeting
Fee: None

Group: Derry Township Parks & Recreation Department
Date/Time: June 10, 2013 to August 16, 2013
 6:30 a.m. - Noon
Requested Facility: Elementary School - 9 Classrooms, Boy/Girls Restrooms, Kitchen, Cafeteria, Multi-Purpose Room
Event: Summer Day Camp Program
Fee: None

Group: Hershey Youth Football Family
Date/Time: August 8, 2013 (registration) - 5:00 p.m. - 8:00 p.m.
 August 12 - November 23, 2013
 Monday - Friday 5:30 p.m. - 8:00 p.m.
 Saturday - Noon - 10:00 p.m.
Requested Facility: Elementary Track & Football Field, Memorial Football Field
Event: Hershey Youth Football/Cheerleading Practice & Games
Fee: None

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

4.9 Announcement of Staff Development Conference

Staff Members: Ruth Ellen Still, Renee Owens
Conference: Flipped Learning Conference
Location: Stillwater, MN
Dates: June 17-19, 2013
Expenses: \$1,210.00 (each)

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

5. NEW BUSINESS

5.1 Approval of 2013-2014 Capital Area Intermediate Unit General Operating Budget

The Administration recommends the approval of the 2013-2014 Capital Area Intermediate Unit General Operating Budget. Derry Township School District's contribution to the General Operating Budget is \$51,788.02.

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

5.2 Personnel - Resignations

The Administration recommends the approval of the following resignations:

Classified:

Olives, Kelly

Teacher's Aide

Elementary School

Reason: Personal

Effective: 04/04/2013

Shalters, Kelly

Recess/Cafeteria Aide

Elementary School

Reason: Personal

Effective: 05/10/2013

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

5.3 Personnel - General

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

Professional:

Pantalone, Molly (Elimination of CAIU contract)

Speech and Language Pathologist
District-wide
Temporary Professional
Masters, Step 6
Salary: \$52,129 (pro-rated)
Effective: 04/08/2013

Classified:

Cosey, Richard
Substitute Recess/Cafeteria Aide
Elementary School
Salary: \$10.40 per hour
Effective: 03/26/2013

Substitute Teacher's Aide
District-wide
Salary: \$11.30 per hour
Effective: 03/26/2013

Long, Amanda (replacing Gary Mysel)
Recess/Cafeteria Aide
Elementary School
Level A: 3.0 hours per day
Salary: \$11.93 per hour
Effective: 03/26/2013 (pending receipt of Act 151 clearance)

Olives, Kelly *
Substitute Teacher's Aide
District-wide
Salary: \$11.30 per hour
Effective: 04/04/2013

Snyder, Patricia *
Substitute Secretary
District-wide
Salary: \$15.02 per hour
Effective: 08/26/2013

Transfer of Classified Staff:

Bechtel, Beth *
From: Library Aide
High School
Level C: 7.5 hours per day, 9-month position
Salary: \$15.31 per hour
To: Secretary (replacing Melissa Saylor)
High School
Level C: 7.5 hours per day, 10-month position
Salary: \$18.61 per hour
Effective: 04/23/2013

Limited Service Contract:

Ortiz, Jose *

Assistant Track and Field Coach
Middle School
Level III, Group C, Step 2
Salary: \$1,418
Effective: 03/26/2013

2. The Administration recommends the approval of the following request in accordance with District Policy 335:

Dell, Lynn *
Director of Special Education
District Office
Paid/Unpaid Family Medical Leave
Effective: 02/09/2013 to be used intermittently during a one-year cycle as necessary (retroactive)

3. The Administration recommends the approval of the following request in accordance with District Policy 435 & 439:

Klos, Jennifer *
Gifted Support Teacher
Middle School
Unpaid Childrearing Leave
Effective: 08/20/2013 through the end of the 2013-14 school year

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

Moll, Kaitlyn
B.S. in Elementary and Special Education from Kutztown University of Pennsylvania
Nickolaus, Kevin
B.S. in Physics from Michigan Technological University
Stalebrink, Meghan *
B.A. in English Education from George Mason University

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

Vote Results

Yea	7	Chris Barrett, Hank Donahue, Bruce Hancock, Chris Morelli, Bill Parrish, Maryellen Sheehan and Brian Shiflett
Nay	0	
Abstain	0	
Not Cast	2	John Grab and Ellen Sheffey

6. DELEGATES REPORTS

7. SPECIAL REPORTS

7.1 Board Members' Report

Opportunity for Board Members to give a report.

Minutes: No Reports

7.2 Superintendent's Report

Opportunity for the Superintendent to give a report.

Minutes: No Report

7.3 Board President's Report

Opportunity for the Board President to give a report.

Minutes: Chris Morelli welcomed the springs sports season by wishing all the spring teams well. The weather is making play difficult and cold. Additionally, Mr. Morelli congratulated our Hershey High School Girls' Swimming Team for capturing the state team championship and the Hershey High School Boys' Swimming Team for capturing the state silver medal.

8. RECOGNITION OF CITIZENS (Non-Agenda Items)

This is 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. 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: AnnMarie Schupper addressed the Board as follows:

- SchoolGate Guardian access when a large crowd is expected for an elementary event.
- Dr. Robert Pritchard: Engaged Community presentation as an opportunity at Derry Township School District.

9. ADJOURNMENT

Minutes: The community was reminded that the Board will hold a public work session beginning at 6:00 p.m. on Monday, April 8, 2013 in the District Office, Board Room. The topic will be a Board discussion regarding the development of the 2013-2014 budget. Following the regular meeting, the Board will continue with the public work session as necessary.

Following a motion by Brian Shiflett and seconded by Maryellen Sheehan, the meeting was adjourned at 7:57 p.m. The Board immediately entered into a post-executive session.

Respectfully submitted,

Stephen E. Rineer
Secretary to the Board
Approved at the April 8, 2013 meeting

Chris Morelli
President of the Board of Directors

RESOLUTION

Regarding the Capital Area Intermediate Unit General Operating Budget for the 2013-14 Fiscal Year

Section 9-964(6) of the Pennsylvania School Code of 1949 as amended, requires that each intermediate unit budget "shall be approved by (i) at least a majority of the school districts comprising the intermediate unit; and (ii) at least a majority of the proportionate votes of all school directors".

At a meeting held on March 25, 2013

by a vote of 7 aye to 0 nay, with 0 abstaining and 2 absent,

as recorded in the minutes, the members of the School Board of the

Derry Township School District,

a member of the Capital Area Intermediate Unit, approved x or disapproved _____

the General Operating Budget of the Capital Area Intermediate Unit for the 2013-14 fiscal year.



Board President

3/25/13
Date

Attest:



Board Secretary

3/25/13
Date

Instructions: Please e-mail this completed form as a PDF to dmoran@caiu.org, or send by US Postal Service to Daren Moran, CAIU Business Office, 635 N. 12th Street, Suite 300, Lemoyne, PA 17043-1247. Each school district is required to file a copy of this form with the CAIU and it is made part of the CAIU budget file to confirm compliance with PA School Code Section 9-964(6).

**Derry Township School District
School Board Meeting
March 25, 2013**

Please Sign In AND Print Your Name

<i>Signature</i> Daniel B Tredinnick	<i>Printed Name</i> Dan Tredinnick
<i>Signature</i> Ed Corvato	<i>Printed Name</i> Ed Corvato
<i>Signature</i> Heidi Eby	<i>Printed Name</i> Heidi Eby
<i>Signature</i> Anne Newman	<i>Printed Name</i> Anne Newman
<i>Signature</i> Timothy Wolfe	<i>Printed Name</i> Timothy Wolfe
<i>Signature</i> Ann Marie Schopper	<i>Printed Name</i> ANN MARIE SCHOPPER
<i>Signature</i> Jed Hammer	<i>Printed Name</i> Jed Hammer
<i>Signature</i> Ryan Li	<i>Printed Name</i> Ryan Li
<i>Signature</i> Scott C Schuyler	<i>Printed Name</i> Scott C. Schuyler
<i>Signature</i> Lisa M Sviben Miller	<i>Printed Name</i> Lisa M Sviben Miller
<i>Signature</i>	<i>Printed Name</i>
<i>Signature</i>	<i>Printed Name</i>
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