Derry Township School District
Board of Directors Meeting
October 21, 2024
Board of Directors Room 7:00 p.m.
Summary Minutes - VII

1. OPENING ITEMS

1.a. Call to Order

Minutes

The meeting was called to order by Ms. Drew at 7:00 p.m. The meeting was conducted both in-person and virtually.

1.b. Roll Call

Minutes

Members in Attendance: Robert Bennett, Joshua Cysyk, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, and Ericka Schmidt

Members Absent: None

Non-Voting members in Attendance: Michele Agee and Stacy Winslow

Student Board Representatives in Attendance: Ryan MacPhee, Chloe Maitrejean, and Tulsi Patel

Solicitor: Jeff Ouellet

Staff/Public in Attendance In-Person: Phil Ayala, Sarah Harmer, Carol Pitts, Jason Reifsnyder, and Aaron Shuman

Staff/Public in Attendance Virtually: Lisa Balanda, Mark Balanda, Lisa Dalto, Paige Dalto, Anna Gawel, Ashley Mantheiy, Eva Rabago, Kirsten Scheurich, Lindsey Schmidt, Angie Shipper, and Blake Smith

1.c. Flag Salute

1.d. Approval of Board of Directors Agenda

Approval of the Derry Township School District Board of Directors Agenda.

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz the board agenda for this evening's meeting was approved.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

2. INFORMATIONAL AND PROPOSALS

2.a. President Communications

Minutes

Ms. Drew announced the Board met in Executive Session prior to tonight's meeting to discuss the following:

- Matters of Personnel

2.b. Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda. Citizens wishing to speak may do so either in person or electronically. If in person, a registration form, that may be found on the sign-in table, should be completed and submitted to the Board Secretary, Mrs. Agee. When your name is announced, come to the microphone. If you are participating online, you must have registered individually with your full name and address, to be recognized, and you may raise your virtual hand for recognition. For all speakers, once you are recognized, it is only necessary that you identify yourself by providing your full name.

This is a reminder that public comment is not a forum for personal attacks, antagonistic behavior, or harassment. Please be advised that you are accountable for any legal ramifications and liability that results from statements that misrepresent the truth, defame individuals, or disclose personal information that is not of public concern.

To provide other residents with an opportunity to speak, each speaker during the public comment portion is limited to five (5) minutes of speaking time once recognized and limited to one opportunity to address the Board during each of the public comment periods. If necessary, the Board may set a maximum time for the public comment portion of any meeting.

Minutes

There were no citizens requesting recognition by the board.

2.c. Standing Committee Meeting Report

Minutes

Mrs. Renz gave a report on the General Services Meeting that met prior to this evening's meeting and discussed the following:

- Update on district projects
    - middle school roof complete
    - high school storm water basin underway
    - high school digital sign installation week of November 4th
    - Devopar helping to build our capital plan for future needs
    - stadium presentation of what to expect

Mr. Rizzo gave a report on the Finance Meeting that met prior to this evening's meeting and discussed the following:

- Milton Hershey Trust Fund update - 5%return, good value
- finance report update by Mrs. Pitts - audit scheduled for November 11th start - early return on ACT 1 Index at 4%
- welcomed new citizen advisors
- next meeting November 18th

2.d. 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

Ryan MacPhee, Chloe Maitrejean, and Tulsi Patel gave a report that included the following:

- Last week, CP and Honors Freshman English Classes spent a period doing a fun book tasting. In this opportunity, they got to explore multiple different genres offered in our High School Library
- This Wednesday, the Hershey High School Bands and Orchestra will be hosting their Fall Concert
- Mini-THON's annual Fall Fest is going to be held this Friday where they will have trick or treating, a haunted hallway, crafts, frames, pumpkin painting and more at the high school
- The middle school Community Service Club had the opportunity to help with Cocoa Packs last week, where the students got the opportunity to serve their community
- Hershey Field Hockey plays at Susquehannock on Wednesday in the first round of district playoffs

- KEY Club is also having their annual Trunk or Treat next week on Wednesday where the kids in our community will be able to trick or treat in the trunks of KEY club members
- Today, the boys' and girls' soccer teams began the first rounds of the district playoffs
- The girls are away at Cocalico, and the boys will be playing Fleetwood High School
- This week is Red Ribbon week across the district and schools are participating in a spirit week to celebrate

2.e. Anticipated Agenda Items for the Next Board of Directors Meeting
The following items will be on the Agenda for the next Public Board of Directors Meeting:

- Approval of October 21, 2024, Board of Directors Summary Minutes
- Hershey 3D Club
- Innovative Coach
- Kenbrook Renewal
- Service Solved Renewal
- Township of Derry Agreement
- Transfinder Renewal
- Waste Management Renewal
- Vista Adult Services Renewal

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

The consent agenda contains routinely adopted items and items that normally do not require public deliberations on the part of the Board. A Board Member may pull items which will then be discussed and voted on separately.

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the Consent Agenda items were approved.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

4.a. Approval of Summary Board of Directors Meeting Minutes

4.b. Approval of Finance Report

1. The Administration recommends the approval of the Treasurer's Report for the period of September 2024, is summarized as follows:

   General Fund Revenue

   General Fund Expenditures

2. The Administration recommends the approval of the September 2024 expenditures for the paid bills for all funds in the total amount of $6,964,345.04 excluding net payroll.

3. The Administration recommends the approval of the unpaid October 2024 expenditures for the bills in the total amount of $944,529.52 excluding net payroll.

4.c. Request for the Use of School Facilities

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

Group:	**4th Grade Party Committee**
Date/Time:	Friday, November 8, 2024, 10:00 a.m. - 3:00 p.m. Wednesday, February 12, 2025, 10:00 a.m. - 3:00 p.m.
Requested Facility:	Elementary School - MPR1
Event:	4th Grade Party
Fee:	None

Group:	**Barnegat High School Marching Band**
Date/Time:	Saturday, November 2, 2024, 11:00 a.m. - 4:00 p.m.
Requested Facility:	High School Football Stadium & Restrooms
Event:	Final Rehearsal for TOB Atlantic Coast Championships
Fee:	Custodian: $46.03 per hour/ per custodian (approximately $230.15) Total Approximate cost - $230.15

Group:	**Hershey Trojan Youth Wrestling**
Date/Time:	Sunday, January 12, 2025, 8:00 a.m. - 2:00 p.m.
Requested Facility:	High School Main Gymnasium & Restrooms
Event:	Hershey Youth Wrestling Quad Meet
Fee:	Gym Rental: $80 per hour (approximately $560.00)

	Custodian: $46.03 per hour, per custodian (approximately $644.42) Total approximate cost $1,204.42
Group:	**Hershey Trojan Youth Wrestling**
Date/Time:	Saturday, January 26, 2025, 8:00 a.m. - 5:00 p.m.
Requested Facility:	High School Main Gymnasium, Kitchen, Cafeteria & Restrooms
Event:	CPWA Novice Championships
Fee:	Gym Rental: $80 per hour (approximately $800.00) Kitchen/Cafeteria Rental: $80 per hour (approximately $800.00) Kitchen Staff: Cost per HESPA contract Custodian Fee: $46.03 per hour, per custodian (approximately $920.60) Total approximate cost - $2,520.60 *Total does not include fees for kitchen staff
Group:	**Pennsylvania State Police**
Date/Time:	Monday, October 21, 2024, 6:30 p.m. - 8:30 p.m. Thursday, October 24, 2024, 6:30 p.m. - 8:30 p.m.
Requested Facility:	High School Track & Restrooms
Event:	Pennsylvania State Police Mock PRT
Fee:	None
Group:	**Tri-M Music Honors Society**
Date/Time:	December 14, 2024, 7:00 a.m. - 1:00 p.m.
Requested Facility:	High School Cafeteria, Band/Orchestra Room(s), Hallways
Event:	Tri-M French Toast Feast Winter Breakfast Fundraiser
Fee:	Custodian: $46.03 per hour/per person Approximately $276.18 Kitchen Staff: Cost per HESPA contrast Total Fees: Approximately $276.18 *Total Does Not Include Fees for Kitchen Staff

4.d. Announcement of Staff Development Conferences

Staff Member:	**Victoria Smith**
Conference:	Integrated Learning Conference 2024
Location:	State College, PA
Dates:	November 6-8, 2024
Staff Member:	**Deirdre Stalnecker**
Conference:	SSWAA National Conference
Location:	Atlanta, GA
Dates:	April 8-13, 2025

4.e. Approval of Field Trip/Excursion - Model UN

The Administration recommends the approval of the proposed overnight field trip/excursion as listed:

Group:	**Model United Nations**
Number of Participating Students:	20
Grade Level:	9-12
Destination:	Washington, DC
Purpose:	NAIMUN - North American Invitational Model United Nations Conference
Departure:	2/13/25
Return:	2/16/25
Trip Leader:	Nicholas Frank

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

5. NEW BUSINESS

5.a. CAIU 15 Contract - Early Intervention Services

The Administration recommends the approval of the CAIU 15 Contract - Early Intervention Services.

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the CAIU 15 Contract for Early Intervention Services was approved.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

5.b. CAIU 15 Contract- School Age

The Administration recommends the approval of the CAIU 15 Contract.

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the CAIU 15 School Age Contract was approved.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

5.c. Approval of Business Manager Contract

The Human Resources Committee recommends the Board appoint Mrs. Carol Pitts to the position of Business Manager for Derry Township School District effective November 1, 2024, through October 31, 2026, pending receipt of Act 24, 126, and 168 certifications.

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the appointment of Mrs. Carol Pitts as Business Manager and the attached contract were approved.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

5.d. Change Order Approval - Rettew Addendum 01 - Project 0870701809

The Administration recommends the Board approve change order number 1 for Rettew in the amount of $7,860.00.

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, Change Order number 1 for Rettew in the amount of $7,860 was approved.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

5.e. Selection of Conceptual Design and Approval to Move into Schematic Design Phase

The administration recommends the board approve the movement to schematic design for Option 1 presented by Crabtree Rohrbaugh & Associates.

Option 1 New stand-alone elementary school and renovate portion of Early Childhood Center into District Administration Office. Demolish elementary school after construction of new elementary school.

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, option one, presented by Crabtree Rohrbaugh & Associates and recommended by administration, was approved to move into the schematic design phase.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

5.f. Personnel - Resignations

The Administration recommends the approval of the following resignations:

Professional Staff:

Wenninger, William
Social Studies Teacher
High School
Reason: Retirement
Effective: 12/02/2024

Classified Staff:

Long, Amanda
Substitute Food Service Worker
District-wide
Reason: Personal
Effective: 10/04/2024 (retroactive)

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the Personnel Resignations were approved.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

5.g. Personnel - General

1. The Administration recommends the approval of the following appointments and recognition of the following transfers:

Professional Staff:

Smith, Blake (replacing Abbey Amar)
Health and Physical Education Teacher
Early Childhood Center/High School
Professional
Bachelors, Step 7
Salary: $ 67,805.77 (pro-rated)
Effective: To Be Determined (pending receipt of Act 151, Act 114, and Act 126 certifications)

Classified Staff:

Chant, Dyllan (replacing Katarina Ecker)
Custodian (2nd shift)
District-wide
Level D, 5.75 hours per day
Salary: $19.85 per hour
Effective: 10/22/2024

Chernysh, Tetiana (replacing Margaret Zimmerman)
Food Service Worker
High School
Level A, 4.5 hours per day

Salary: $18.35 per hour
Effective: 10/22/2024

Hock, Kay
Substitute Administrative Assistant
District-wide
Hours as needed
Salary: $20.40 per hour
Effective: 10/22/2024

Limited Service Contract:

Weiler-Timmins, Rebecca
Assistant Coach - H.S. - Basketball - Girls
Group D, Step 9
Salary: $4,918
Effective: 10/22/2024

2. The Administration recommends the approval of the following request in accordance with District Policy 339:

Burnham, Alyson*
Paraprofessional
Primary Elementary School
Uncompensated leave
Effective: Approximately 01/02/2025 through 02/23/2025

Minutes

Following a motion by Dr. Cysyk and a second by Mrs. Renz, the Personnel - General items were approved and transfers were recognized.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

6. DELEGATE REPORTS

7. SPECIAL REPORTS

7.a. Board Members' Report

Minutes

There were no reports shared by the board members.

7.b. Superintendent's Report

Minutes

Dr. Winslow did not have a report to share.

7.c. Board President's Report

Minutes

Ms. Drew did not have a report to share.

8. RECOGNITION OF CITIZENS

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda or matters of District Governance not on the agenda. Those who speak are asked to follow the same guidelines outlined at the initial public comment portion of our meeting.

Minutes

There were no citizens requesting recognition by the board.

9. ADJOURNMENT

Minutes

The meeting was adjourned at 7:19 p.m. following a motion by Dr. Cysyk and a second by Mrs. Renz.

Vote Results

Yea:	9	Joshua Cysyk, Robert Bennett, Lindsay Drew, Stewart McCarver, Jennifer Renz, Michael Rizzo, Honesta Romberger, Tracey Royo, Ericka Schmidt
Nay:	0	
Abstain:	0	
Not Cast:	0	

Respectfully submitted,

Michele Agee
Secretary to the Board
November 4, 2024

Lindsay K. Drew
Board President