Summary Board of Directors Meeting XII Minutes, January 12, 2026 2
In Person Attendance 18
Virtual Attendance January 12, 2026 19
SoM - Student Achievements (Jimenez Polar)_Redacted 20
SoM - Student Achievements (Sarwani)_Redacted 23
Trip -Cantabile - Roxbury NYC 26
Trip - Model UN to Philadelphia 28
Johnson Controls - DTSDNewPSA2025SapphireSystem-CPQ-1101891APP 30
Velocity EHS DTSD 36
Philosophy of Interscholastic Athletics in the 39
Club Name Chagee - Care Club to Make an Impact Club (M.A.I.C.) 11-12-25 41
Rettew Change Order Addendum 06-FINAL7 43
Donation - Schafer 49
CommitteesChart_1.7.26 50
CAIU - Board Highlights - 12.18.25 51
CAIU - All-In December 2025 56

Derry Township School District
Board of Directors Meeting
January 12, 2026
Board of Directors Room 7:00 p.m.
Summary Minutes - XII

1.OPENING ITEMS

1.a. Call to Order

Minutes

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

1.b. Roll Call

Minutes

Members in Attendance: Lesa Brackbill, Joshua Cysyk, Stewart McCarver, Jennifer Renz, Honesta Romberger, Tracey Royo, Nicole Searfoss, and Christine Stickler

Members in Attendance Virtually: Lindsay Drew

Members Absent: None

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

Student Board Representatives in Attendance: Julia Aluquin and Shaunak Dalal

Solicitor: David Walker

Staff/Public in Attendance In-Person: Phil Ayala, Joe Farrell, Sarah Harmer, Amal Mandi, Jesse Rawls, and Aaron Shuman

Staff/Public in Attendance Virtually: Lisa Balanda, Mark Balanda, Tracy Brown, Paige Dalta, Jodie Dermo, and Scott Harman

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. Royo, the board agenda for this evening's meeting was approved.

Vote Results

Yea:	9	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Lindsay Drew, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler

Nay: 0
Abstain: 0
Not Cast: 0

2. INFORMATIONAL AND PROPOSALS

2.a. Students of the Month Recognition

Minutes

Ms. Schmidt introduced students of the month Noufa Sarwani and Marcelo Jimenez Polar, both thanked the School Board for the recognition and shared some information about themselves.

2.b. President Communications

Minutes

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

- Informational Items
- Matters of Personnel
- Consultation with attorney or other professional advisers

2.c. Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers, attending either in person or virtually, to address the Board on matters related to the agenda. Those wishing to speak on matters not related to the agenda, an additional public comment period will be provided later in the meeting.

Each speaker is permitted up to 5-minutes of speaking time during each one of the public comment periods in order to provide other residents with an opportunity to speak. When necessary, the Board may set a maximum time for public comment. As a reminder, all public comments are part of the meeting's public record and minutes.

If attending in person, complete and turn in to the Board Secretary, Mrs. Agee, a registration form located on the sign-in table. When your name is announced, come to the microphone. If attending online, you must have registered individually with your full name and address. To be recognized, raise your virtual hand. For all speakers, once you are recognized, it is only necessary that you identify yourself by providing your full name.

Minutes

The following citizens were recognized by the board:

- Mr. Farrel (current Music Coordinator) shared details for the donation that is on the agenda for acceptance

2.d. Community Correspondence Report

Minutes

Ms. Harmer reported that there was one submission during the month of December.

2.e. Standing Committee Meeting Report

Minutes

Mrs. Royo gave a report on the Curriculum Council Meeting that met prior to this evening's meeting and discussed the following:

- Mrs. Royo will remain chair of the committee
- 2025 Assessment Data Presentation

Ms. Romberger gave a report on the Communications & Community Engagement Meeting that met prior to this evening's meeting and discussed the following:

- Ms. Romberger will remain chair of the committee
- high school communications intern program
- newsletter data update
- communications collaboration with neighboring school districts
- web accessibility requirements/timeline from the Department of Justice and its effects on DTSD
- Act 34 Hearing information and district-wide mailing draft

2.f. 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

Julia Aluquin and Shaunak Dalal gave a report that included the following:

- the high school had spirit week the seven days leading up to winter break
- the Hershey Garden Club created holiday wreaths for cocoa packs
- our basketball team remains undefeated
- Thursday, January 15th, is the Hershey Elementary Community Night
- Thursday the boys' wrestling team take on Mechanicsburg
- the annual December winter concert assembly by our orchestra, band, and choir was held with Mr. Sibbach being voted the honorary conductor
- December 17, we held our Trojan Buddies Holiday K-12 event

- our annual volleyball two-day championship was held the Monday and Tuesday before break raising $2260 for Mini-THON
- the Trojan Ten for the months of November and December were announced
- currently 9th through 11th grade students are learning about the course selection process and offerings while seniors hear about upcoming senior events
- two seniors hosted a student made and directed Coin Toss movie raising over $1000 for Cocoa packs

2.g. 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 January 12, 2026, Board of Directors Summary Minutes
- Staff Development/Conferences:
  - Cara Garner - Council for Exceptional Children 2026 Convention & Expo
  - David Lillenstein - National Association of School Psychologists Annual Conference
  - Carolyn Merrill - Council for Exceptional Children 2026 Convention & Expo
  - Deirdre Stalnecker - PA Student Assistance Program Conference
- High School Course Revisions
  - College Prep Geometry Course
  - Geometry Course
- 2026-27 School Calendar
- CAIU E-Rate Consortium

3. UNFINISHED BUSINESS

3.a. Facility Project Update

Minutes

Dr. Winslow shared the following:

- Stadium mobilization started last week and precautions for walking paths around the site
- Information for the Act 34 hearing for the Elementary Project will be discussed at the General Services and Finance meetings on January 26th

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. Royo, the Consent Agenda items were approved.

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

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

4.b. Request for the Use of School Facilities

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

Group:	**Girls on the Run**
Date:	March 3, 2026 & April 30, 2026
Time:	3:45 p.m. - 5:15 p.m.
Requested Facility:	Memorial Cinder Track, Elementary Lobby & Hallways (if inclement weather)
Event:	Running Program for Girls Grades 3-5
Fee:	None

Group:	**Hershey Elementary PTO**
Date:	Tuesday, January 13, 2026
Time:	8:30 a.m. - 12:30 p.m. (Set-up time / tear down time included)
Requested Facility:	Elementary School Multi-Purpose Room (MPR)
Event:	PTO Assembly: Box of Light: Burble, Fizz, Kaboom!
Fee:	None

Group:	**Hershey Elementary PTO**
Date:	Wednesday, January 14, 2026
Time:	10:15 a.m. - 3:15 p.m. (Set-up time / tear down time included)
Requested Facility:	Elementary School Multi-Purpose Room (MPR)

Event:	PTO Assembly: The Story Ship: Aliens Alive!
Fee:	None

Group:	**Hershey Elementary PTO**
Date:	Thursday, January 15, 2026
Time:	8:00 a.m. - 1:00 p.m. (Set-up time / tear down time included)
Requested Facility:	Elementary School Multi-Purpose Room (MPR)
Event:	PTO Assembly: The Story Ship: The Great Pirate Race
Fee:	None

Group:	**Joy of Sports - Senior Open Basketball League**
Date:	Tuesdays & Thursdays, January 1, 2026 - July 1, 2026
Time:	5:30 p.m. - 7:00 p.m.
Requested Facility:	Elementary Gym
Event:	Pick-Up Basketball Games
Fee:	None

4.c. Approval of Field Trip/Excursion - HHS Cantabile

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

Group:	**HHS Cantabile**
Number of Participating Students:	40
Grade Level:	9-12
Destination:	Roxbury HS, NYC
Purpose:	HS Choral Adjudication/Broadway Show
Departure:	3/27/26
Return:	3/29/26
Trip Leader:	Joe Farrell

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

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

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

Group:	**Model UN**

Number of Participating Students:	20
Grade Level:	9-12
Destination:	Philadelphia, PA
Purpose:	Model United Nations Conference
Departure:	2/19/26
Return:	2/22/26
Trip Leader:	Nicholas Frank and Angela Grabuloff

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

4.e. Approval of Policies (Revised)

The Administration recommends the approval of the following policies of the Derry Township School District Policy Manual which have been on public display for thirty-days in the Hershey Public Library, District Office, and the Derry Township School District Website:

- Policy 101 - Mission Statement/Vision Statement/Shared Values
- Policy 106 - Guides for Planned Instruction
- Policy 107 - Adoption of Planned Instruction

4.f. Approval of Policies (Reviewed Only)

The Administration recommends the approval of the following policies of the Derry Township School District Policy Manual which have been on public display for thirty-days in the Hershey Public Library, District Office, and the Derry Township School District Website:

- Policy 100-Comprehensive Planning
- Policy 104-Discrimination/Harassment Affecting Staff
- Policy 108-Adoption of Textbooks
- Policy 109-Resource Materials
- Policy 110-Instructional Supplies
- Policy 111-Lesson Plans

4.g. Johnson Controls

The Administration recommends the approval of the Johnson Controls Agreement for the inspection and maintenance of the Sapphire fire suppression system for two and a half years.

4.h. Velocity EHS

The Administration recommends the approval of the Velocity EHS Renewal for chemical management to ensure compliance with OSHA regulations.

5. NEW BUSINESS

5.a. Philosophy of Interscholastic Athletic

Per Policy 123, Interscholastic Athletics, the administration recommends that the board approve the District's Philosophy of Interscholastic Athletics.

Minutes

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

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

5.b. Student Club Name Change - Care Club to Make an Impact Club (M.A.I.C.)

The Administration recommends the name change of the Care Club to Make an Impact Club (M.A.I.C.). No Limited Service Contract is associated with this club. The club has a Student Activity Account.

Minutes

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

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

5.c. Early Retirement Incentive

The Administration recommends the District offer a $5,000 early retirement incentive to individuals within the HEA Bargaining Unit. This offer applies to employees who retire between the conclusion of the 2025-2026 school year and the end of the 2026 calendar year. To be eligible, employees must submit a written notice of retirement on or before February 6, 2026, and accept retirement under PSERS.

Minutes

Following a motion by Dr. Cysyk and a second by Dr. McCarver, the HEA Early Retirement Incentive was approved.

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

5.d. Change Order - Rettew Addendum 06 - Elementary Project 0870701809

The Administration recommends the board approve the addendum from Rettew to address out-of-scope items in comments from the land development review by Derry Township dated November 17, 2025.

Minutes

Following a motion by Dr. Cysyk and a second by Dr. McCarver, Change Order Addendum 6 with Rettew for out-of-scope items in comments from the Land Development review by Derry Township was approved.

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

5.e. Acceptance of Gift - Music Department

The Administration recommends accepting the follow gift:

Donated by:	Ronald Schafer
Item:	Viola Instrument and Orchestral Music
Value:	$1,000 total

Minutes

Following a motion by Dr. Cysyk and a second by Dr. McCarver, the Viola Instrument and Orchestral Music gift was accepted.

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

5.f. 2026 Committee/Delegate Assignments

Minutes

Following a motion by Dr. Cysyk and a second by Dr. McCarver, the 2026 Committee/Delegate Assignments were approved.

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

5.g. Personnel - Resignations

The Administration recommends the approval of the following resignations:

Professional Staff:

Hankey, Erin
Speech Therapist
High School
Reason: Personal
Effective: No later than 02/06/2026

Classified Staff:

Fetter, Dean
Custodian (2nd shift)
Middle School
Reason: Retirement
Effective: 02/20/2026

Hassinger, Dylan
Cafeteria/Recess Aide
Intermediate Elementary School
Reason: Personal
Effective: 12/22/2025 (retroactive)

Patt, Kimberly
Paraprofessional (Self-contained Classroom)
High School
Reason: Personal
Effective: 12/28/2025 (retroactive)

Sersch, Ronald
Custodian (2nd shift)
Elementary School

Reason: Personal
Effective: 12/05/2025 (retroactive)

Torres, Nadine
Bus Driver
Transportation
Reason: Personal
Effective 01/09/2026

Limited Service Contract:

Bowman, Matthew
Marching Band Winter Indoor Percussion Assistant Instructor (.5 LSC)
Reason: Personal
Effective: 12/15/2025 (retroactive)

Stahl, Stacy
Grade Level Coordinator - Grade 5 (.5 LSC)
Reason: Personal
Effective: 12/08/2025 (retroactive)

Minutes

Following a motion by Dr. Cysyk and a second by Ms. Romberger, the Personnel Resignations were approved.

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

5.h. Personnel - General
1. The Administration recommends the approval of the following appointments and recognition of the following transfers:

Professional Staff:

Hower, Madeleine* (replacing Eleanor Dietz)
Grade 5 Teacher
Intermediate Elementary School
Long-Term Substitute
Bachelor's, Step 1
Salary: $61,114 (pro-rated)
Extension Effective: 08/18/2025 through **03/13/2026**

Rasmus, Timothy (replacing Alexa Upperman)
Grade 3 Teacher
Primary Elementary School
Long-Term Substitute
Bachelor's, Step 1
Salary: $61,114 (pro-rated)
Effective: To Be Determined (pending PA Teaching Certificate and receipt of Act 168s) through 03/19/2026

Classified Staff:

Baia, Jacob
Substitute Custodian
Buildings and Grounds
Hours as needed
Salary: $18.61 per hour
Effective 12/22/2025 (retroactive)

Dellamonica, Kaila (replacing Francheska Irizarry)
Cafeteria/Recess Aide
Intermediate Elementary School
Level A, 3.0 hours per day
Salary: $19.08 per hour
Effective: 01/13/2026

Mack, Marie (replacing Juliette Wilson)
Cafeteria/Recess Aide
Intermediate Elementary School
Level A, 3.0 hours per day
Salary: $19.08 per hour
Effective: 01/13/2026

Mettley, Jacklyn
Substitute Food Service Worker
Food Services
Hours as needed
Salary: $15.60 per hour
Effective: 01/13/2026

Papapietro, Maureen Renee* (secondary classification)
Substitute Cafeteria/Recess Aide
District-wide
Hours as needed
Salary: $15.60 per hour
Effective: 01/13/2026

Ritter, Bo (replacing Robert Bixler)
Electrical Technician/Special Projects
Buildings and Grounds
Full-time, 8.0 hours per day
Salary: $31.89 per hour
Effective: 12/22/2025 (retroactive)

Serafini, Scott (replacing Nayeli Hernandez Sanchez)
Assistant Head Cook
High School
Level C, 8.0 hours per day
Salary: $20.36 per hour
Effective: 01/13/2026

Stein, Alyssa (replacing Harlee Huntzberger)
Paraprofessional (Self-contained Classroom)
High School
Level B, 6.5 hours per day
Salary $20.36 per hour
Effective: 01/13/2026

Transfer of Classified:

Anderson, Dustin* (replacing Ronald Sersch)
From: Custodian (2nd shift)
High School
To: Custodian (2nd shift)
Elementary School
Full-time, 8.0 hours per day
Salary: $20.65 per hour
Effective: 01/13/2026

Huntzberger, Harlee* (replacing Margaret Taylor)
From: Paraprofessional (Self-contained Classroom)
High School
To: Job Trainer
High School
Level B, 6.5 hours per day
Salary: $23.31 per hour
Effective: 01/13/2026

Nace, Cody* (replacing William Demmy)
From: Custodian (2nd shift)
High School
To: Custodian (2nd shift)
Elementary School

Full-time, 8.0 hours per day
Salary: $20.65 per hour
Effective: 01/13/2026

Welsh, Jessica* (replacing Grace Marsden)
From: Paraprofessional
Primary Elementary School
Level A, 5.75 hours per day
To: Paraprofessional (Self-contained Classroom)
Early Childhood Center
Level B, 6.5 hours per day
Salary: $20.36 per hour
Effective: 01/05/2026 (retroactive)

Limited Service Contract:

Fischer, Caleb
Assistant Coach - M.S. - Wrestling
Group F, Step 5
Salary: $2,959
Effective: 01/13/2026

Gawel, Timothy*
Auditorium Manager - E.S.
Group I, Step 10
Salary: $1,513
Effective: 01/13/2026

Westervelt, Karen*
Grade Level Coordinator - Grade 5 (.5 LSC)
Salary: $1,250
Effective: 01/13/2026

Wieder, Kayla*
Mentor (Year 2) to Kristen Boarts, Kindergarten Teacher (ECC)
Salary: $750
Effective: 11/17/2025 (retroactive)

***This individual is currently an employee. Certifications are on file.**

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

Bricker, Gay
Nursing Assistant/RN
High School

Uncompensated leave
Effective: Approximately 01/29/2026 - 04/23/2026

Carmel, Cassandra
Paraprofessional (Self-contained Classroom)
Early Childhood Center
Uncompensated leave
Effective: Approximately 12/22/2025 - 04/13/2026 (retroactive)

Toto, Justin
Bus Driver
Transportation
Uncompensated leave
Effective: Approximately 12/18/2025 through 01/30/2026 (retroactive)

Minutes

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

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

6. DELEGATE REPORTS

6.a. CAIU

Minutes

The CAIU report is attached to the agenda.

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 gave a report that included the following:

- PBIS Community Night is this Thursday at the elementary school at 6:00p.m.

7.c. Board President's Report

Minutes

Mrs. Renz welcomed everyone to the first meeting of 2026.

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 7:37 p.m. following a motion by Dr. Cysyk and a second by Mrs. Renz.

Vote Results

Yea:	8	Joshua Cysyk, Tracey E. Royo, Lesa Brackbill, Stewart McCarver, Jennifer Renz, Honesta Romberger, Nicole Searfoss, Christine Stickler
Nay:	0	
Abstain:	0	
Not Cast:	1	

Ms. Drew was attending virtually and having connectivity issues.

Respectfully submitted,

Michele Agee
Secretary to the Board
January 26, 2026

Lindsay K. Drew
Board President

Derry Township School District
Board Meeting
January 12, 2026

Please Sign In AND Print Your Name

Signature	*Printed Name*
Sample Signature	Sample Name Printed
[signature]	JOE FARRELL
[signature]	Silvana Polar
[signature]	AMAL MANOJ

January 12, 2026 Virtual Attendance
Lisa Balanda
Mark Balanda
Tracy Brown
Paige Dalto
Jodie Dermo
Scott Harman

STUDENT OF THE MONTH - HERSHEY ROTARY CLUB - STUDENT ACHIEVEMENTS

Phonetic pronunciation of your name.

Mar - Sell - Oh

Student Name *

Marcelo Jimenez Polar

Parents Names *

Manuel Jimenez Tallone and Silvana Polar Campos

Phone number *

[redacted]

Home mailing address

[redacted]

Current School Activities *

Please list current school activities.

President of French Club; Secretary of Class of 2026, Cross Country, Indoor Track and Field, and Outdoor Track and Field.

Honors and Awards *

Please list any honors or awards you've received.

AP Scholar with Honor
FBLA 1st Place for Business Management at Region 15
National Honor Society
Math National Honor Society
Science National Honor Society
French National Honor Society

GPA (optional)

[redacted]

Current Service Activities and Achievements *

Events Committee of Director at MiniThon
Trojan Buddies Member
Key Club Member
Link Crew Member

Hobbies *

The Sport of Triathlon
Playing Piano
Learning Italian

Senior Year Courses *

AP Literature
Accounting 3
AP Statistics
AP French
AP Physics C
Money and Power

Future Plans

Name of college / university you plan to attend?

University of California Berkeley

Intended Major

Industrial Engineering

Additional Information

This form was created inside of Derry Township School District.

Google Forms

STUDENT OF THE MONTH - HERSHEY ROTARY CLUB - STUDENT ACHIEVEMENTS

Phonetic pronunciation of your name.

No-fa Sar-wa-ni

Student Name *

Noufa Sarwani

Parents Names *

Amal Mandi and Nabeel Sarwani

Phone number *

[redacted]

Home mailing address

[redacted]

Current School Activities *

Please list current school activities.

President of National Honor Society, Vice President of Student Council, Mini-THON Co-Executive Director, Rehearsal Leader of String Orchestra, Member of Science and Math Honor Societies, Member of Environmental Club, Member of Trojan Buddies

Honors and Awards *

Please list any honors or awards you've received.

Distinguished Honor Roll

GPA (optional)

Current Service Activities and Achievements *

Mini-THON member and participant for 4 years (raising over $30,000 each year so far), Environmental Club member, Math Circle tutor, National Honor Society member for 2 years, Student Council member for 4 years

Hobbies *

Taekwondo, running, and reading

Senior Year Courses *

AP Literature, Orchestra, AP French, AP Calculus AB, AP Physics C, AP Psychology

Future Plans

Name of college / university you plan to attend?

Intended Major

interest in forensic science

Additional Information

This form was created inside of Derry Township School District.

Google Forms

Derry Township School District

Request for Field Trip Form

Date Submitted: November 11, 2025

Name of Group, Class or Organization: HHS Cantabile

Teacher(s) or Advisor(s): Farrell

Destination: Roxbury HS/NYC

Transportation Provider: Innovative Coach

Date of Departure: March 27, 2026 Date of Return: March 29, 2026

Time of Departure: 8 a.m. Time of Return: 10 p.m.

Does this trip need board approval (overnight fieldtrip)? ☑ Yes ☐ No

Purpose of Trip: HS Choral Adjudication/Broadway Show

Number of Students Participating: 40 Grade level(s): HS

Curriculum Connections

1. Adjudication-Performance practice
2. Observe/Reflect on other ensembles performance practices
3. _____

Names of All Staff Participating: (Check ☐ if a substitute teacher is required)

■ Farrell	☐ _____
☐ _____	☐ _____
☐ _____	☐ _____

Name of Volunteer Chaperones: (Check ☐ if clearances have been approved – Verify with Human Resources)

☐ TBD	☐ _____
☐ _____	☐ _____
☐ _____	☐ _____

Teacher(s) or Advisor(s) Signature: _____ Date: 11/10/25

The Principal/Supervisor must have the emergency contact information and list of all participants prior to the date of the trip.

Field Trip Costs		Cost Per Student	Qty.	Student Subtotal	Cost Per Staff or Chaperone	Qty.	Staff / Chaperone Subtotal	Amount
A	Transportation	$ 155.00	40.00	$ 6,200.00			$ 0.00	$ 6,200.00
B	Lodging	$ 130.00	40.00	$ 5,200.00			$ 0.00	$ 5,200.00
C	Meals			$ 0.00			$ 0.00	$ 0.00
D	Registration/Entrance Fees	$ 12.50	40.00	$ 500.00			$ 0.00	$ 500.00
E	Staff Substitutes	$152.26						$ 152.26
F	Other Expenses (List):	Broadway Show tickets						$ 4,800.00
							Total Trip Expense (Add Amounts for Lines A - F)	$ 16,852.26

Field Trip Funding Sources		Fee	Qty.	Amount
G	Fees paid by Student/Family	$ 405.00	40.00	$ 16,200.00
H	Fees paid by Chaperone			$ 0.00
I	PTO/Booster Club (specify)			
J	Activity Account (specify) 10-1110-000-30-80-121-810			
K	Department Budget (specify) 10-1110-000-30-80-121-810			$ 500.00
L	Other (specify) Substitute			$ 152.26
	Total Trip Funding (Add Amounts for Lines G - L)			$ 16,852.26

Total Trip Funding Must equal Total Trip Expense

Plan to cover costs for students with an economic hardship: Fundraising/Activity account

Explanation if Funding Sources are less than Field Trip Costs: _____

Approval/Disapproval

Building/Supervisor's Principal: **Approved** Y **Disapproved** _____

Assistant Superintendent for Curriculum & Instruction: **Approved** Y **Disapproved** _____

Reason for Disapproval: _____

Principal's/Supervisor's Signature: [signature] Date Processed: 11/11/25

Superintendent's Signature: [signature] Date Processed: 11-13-25

Board Approval Date (if required): 1/12/26

VOL

Derry Township School District

Request for Field Trip Form

Date Submitted: 11/17/25

Name of Group, Class or Organization: Model UN

Teacher(s) or Advisor(s): Nicholas Frank

Destination: **Philadelphia Marriott Old City - One Dock St., Philadelphia, PA 19106**

Transportation Provider: DTSD

Date of Departure: 2/19/26 Date of Return: 2/22/26

Time of Departure: 3:00pm Time of Return: 2:00pm

Does this trip need board approval (overnight fieldtrip)? ☑ Yes ☐ No

Purpose of Trip: **Philadelphia Model United Nations Conference**

Number of Students Participating: 20 (max) Grade level(s): 9-12

Curriculum Connections

1. International relations
2. Civics
3. Public speaking

Names of All Staff Participating: (Check ☐ if a substitute teacher is required)

■ Nicholas Frank	☐
■ Angela Grabuloff	☐
☐	☐

Name of Volunteer Chaperones: (Check ☐ if clearances have been approved – Verify with Human Resources)

☐	☐
☐	☐
☐	☐

Teacher(s) or Advisor(s) Signature: Nicholas Frank Date: 10/24/25

The Principal/Supervisor must have the emergency contact information and list of all participants prior to the date of the trip.

Revised 2/5/19

$0.70/mi x 370mi = $259
$23 x 8hr = $184

Field Trip Costs		Cost Per Student	Qty.	Student Subtotal	Cost Per Staff or Chaperone	Qty.	Staff / Chaperone Subtotal	Amount
A	Transportation			0			0	**$443**
B	Lodging	$195	20	**$3900**	$285	2	**$570**	**$4470**
C	Meals	**$150**	20	**$3000**	**$150**	2	**$300**	**$3300**
D	Registration/Entrance Fees	**$119**	20	**$2380**	**$195**	2	**$390**	**$2770**
E	Staff Substitutes	$152.26						**$304.52**
F	Other Expenses (List):	**Conference Delegation Registration Fee**						**$125**
							Total Trip Expense (Add Amounts for Lines A - F)	**$11,412.52**

Field Trip Funding Sources		Fee	Qty.	Amount
G	Fees paid by Student/Family	**$464**	20	**$9280**
H	Fees paid by Chaperone			0
I	PTO/Booster Club (specify) Model UN - Meals (10-3210-000-30-80-523-635)			**$300**
J	Activity Account (specify) Model UN - Dues & Fees (10-3210-000-30-80-523-810)			**$515**
K	Department Budget (specify) Model UN - Travel (10-3210-000-30-80-523-580)			**$1013**
L	Other (specify)			**$304.52**
	Total Trip Funding (Add Amounts for Lines G - L)			**$11,412.52**

Total Trip Funding Must equal Total Trip Expense

Plan to cover costs for students with an economic hardship: Fundraising, club funds can help with some hardship

Explanation if Funding Sources are less than Field Trip Costs: _____

Approval/Disapproval

Building/Supervisor's Principal: **Approved** ✓ **Disapproved** _____

Assistant Superintendent for Curriculum & Instruction: **Approved** ✓ **Disapproved** _____

Reason for Disapproval: _____

Principal's/Supervisor's Signature: [signature] Date Processed: 11/19/25

Superintendent's Signature: [signature] Date Processed: 11-25-25

Board Approval Date (if required): 1/12/26

Derry Township School District New PSA 2025 Sapphire System - CPQ-1101891

Planned Service Agreement



Johnson Controls Fire Protection LP
195 Limekiln Road
New Cumberland PA17070
USA

Proposal Presented On:
11-04-2025

The Power behind your mission

Johnson Controls

Johnson Controls

SERVICE SOLUTION

Customer #: 859522
Derry Township School District
Date: 4-Nov-25
Proposal #: CPQ-1101891
Term: 1-Jan-26 to 30-Jun-28

Billing Customer:
Derry Township School District
Maintenance Bldg
30 C E Granada Ave
HERSHEY, PA 17033-0000

Service Location:
Derry Township School District
Maintenance Building,30 C.E. Granada Avenue
HERSHEY, PA 17033-0000

Johnson Controls Fire Protection LP
Sales Representative:
David Fischer
195 Limekiln Road
New Cumberland PA 17070
david.1.fischer@jci.com

INVESTMENT SUMMARY

(*Service Solution Valid for 30 Days*)

SERVICE/PRODUCT DESCRIPTION	QUANTITY	FREQUENCY	INVESTMENT
		Derry Township School District	$1,595.02
SYSTEM-SG-OTHER			
OTHER SUPPRESSION GAS SYSTEM			
Sapphire System (Includes Control Panel)	1	Semi-Annual	
Pull Station	1	Semi-Annual	
Abort Switch	1	Semi-Annual	
Above Floor Detectors	4	Semi-Annual	
SUPPRESSION GAS SYSTEMS TEST & INSPECT			

Johnson Controls has **not** included an estimate for all state and local sales tax for this quote based on the understanding that a valid exemption and/or resale certificate is received by Johnson Controls from Purchaser. Otherwise, actual sales tax due will be calculated and billed. Any additional taxes, duties, tariffs or similar items imposed prior to shipment will be charged.

© 2024 Johnson Controls. All rights reserved

Johnson Controls

SERVICE SOLUTION

SUMMARY OF SERVICES

The summary of services is intended to cover the following locations:

Location	Address	City	State	Zip	Suppression Gas Systems
Derry Township School District	Maintenance Building,30 C.E. Granada Avenue	HERSHEY	PA	17033-0000	$1,595.02

SUPPRESSION GAS SYSTEMS TEST & INSPECT

SYSTEM-SG-OTHER

INSPECTION ONLY COVERAGE FOR LISTED SUPPRESSION GAS SYSTEMS:
The Essential Plan covers inspection labor Monday through Friday (8am-5pm), except holidays, of the listed equipment.
Please note the following exclusions:
- Labor, repairs, and materials for services outside the specified inspection frequency are not included.
- Hydrostatic testing is not covered under this plan.
- Any labor or materials required for excluded services will be billed at Johnson Controls' then-current rates.
- Additional charges may apply for services that require the use of a lift.

INSPECTION OVERVIEW:
Our trained technicians will inspect the accessible devices listed and currently connected to the facility suppression gas system. (See "List of Equipment" page for equipment to be tested.)

DOCUMENTATION:
Accessible components and devices logged for:
- Location of each device tested, including system address or zone location, if applicable.
- Type of device tested
- Test results
- Any deficiencies found will be noted or repaired. Approved deficiency repairs will be billed separately.
- Any devices inspected but not included on the "List of Equipment" page, will bill separately.

Inspection documentation will be provided to Customer's representative. NOTE: Certain additional services may be required by the Authority Having Jurisdiction (AHJ). AHJ or internal organizational requirements may be more restrictive than state/provincial requirements. Building owners and managers should make themselves aware of applicable codes and references in order to ensure that contracted services are in compliance with these requirements.

© 2024 Johnson Controls. All rights reserved

SERVICE SOLUTION

This Service Solution (the "Agreement") sets forth the Terms and Conditions for the provision of equipment and services to be provided by Johnson Controls Fire Protection LP ("Company") to **Derry Township School District** and is effective **1-Jan-26** (the "Effective Date") to **30-Jun-28** (the "Initial Term"). Customer agrees that initial inspections may be performed within 45 days from the Effective Date.Customer agrees that initial inspections may be performed within 45 days from the Effective Date.

RENEWAL DETAILS: This contract will require action in order to renew it. In this case, this contract will require a new service agreement and a new PO to renew.

PAYMENT FREQUENCY: Annual In Advance

Signature : _____

Date : January 12, 2026

PAYMENT TERMS: *Net 30*

For applicable taxes, please see Section 3 of the Terms & Conditions

PAYMENT AMOUNT: $1,595.02 - Proposal #: CPQ-1101891

PAYMENT SUMMARY:

Year	Term	PSA Charges
1	01/01/2026 - 12/31/2026	$1,595.02
2	01/01/2027 - 12/31/2027	$1,595.02
3	01/01/2028 - 06/30/2028	$797.51

CUSTOMER ACCEPTANCE: In accepting this Agreement, Customer agrees to the Terms and Conditions on the following pages and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that Customer may issue. Any changes in the system requested by Customer after the execution of Agreement shall be paid for by Customer and such changes shall be authorized in writing.

ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS CONTAINED IN THIS AGREEMENT.

© 2024 Johnson Controls. All rights reserved

Johnson Controls

SERVICE SOLUTION

SCOPE OF SERVICE AND BASE TERMS AND CONDITIONS: In accepting this Agreement, Customer agrees to the Terms and Conditions found at https://www.johnsoncontrols.com/legal/fire-service-uscan-terms (the "Service Terms"). Where services include, use, implement, and deploy software and hosted software products, such software related to these services are governed by Company's standard terms for software found at https://www.johnsoncontrols.com/techterms (the "Software Terms"). Both the Service Terms and Software Terms, as in effect from time to time, are fully incorporated into this agreement by reference (collectively, the "Terms and Conditions"). Attention is directed to the Customer's commitments and obligations to Company, limitation of liability, warranty, indemnity and other terms and conditions contained therein. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that Customer may issue. Any changes requested by Customer after the execution of Agreement shall be authorized in writing by the parties. This Planned Service Agreement, Terms and Conditions, and any schedules attached hereto are incorporated by reference as if set forth fully herein (collectively the "Agreement"), cover the rights and obligations of the Parties.

Any additional work or services outside the scope of the Agreement and performed by Company at the direction of Customer shall be subject to the Company's standard customer terms and conditions found at https://www.johnsoncontrols.com/customerterms, which are also incorporated herein by reference.

This proposal is valid for thirty (30) days from the proposal date. In accepting this proposal, Customer agrees to the Terms and Conditions Covering the Agreement herein and understand they shall prevail over any variation in terms and conditions on any Purchase Order or other documents Customer may issue.

© 2024 Johnson Controls. All rights reserved

Johnson Controls

SERVICE SOLUTION

Multi Year Contract Rider
AGREEMENT

Acknowledgement of Multi-Year Term. Customer agrees that issuance of a Purchase Order does not amend any provision of the service agreement, including without limitation the duration/term of the service agreement. Customer agrees to issue Purchase Orders sufficient to satisfy its obligations under the multi-year service agreement. Should Customer fail to issue additional Purchase Orders, Company will still be permitted to invoice Customer for services performed, and Customer shall not dispute the validity of such invoices.

Customer Initials: [ ]

Unless otherwise agreed to by the parties, pricing is based upon the following billing and payment terms: Invoices will be delivered via Email () , payment is Net 30, and invoices are to be paid via Electronic Funds Transfer. Johnson Controls Electronic Funds Transfer transfer details will be forth coming upon contractual agreement.

This offer shall be void if not accepted in writing within thirty (30) days from the date first set forth above.

To ensure that JCI is compliant with your company's billing requirements, please provide the following information:

PO is required to facilitate billing:
- [ ] NO: This signed contract satisfies requirement
- [ ] YES: Please reference this PO Number: _____

Derry Township School District		**Johnson Controls Fire Protection LP**	
Signature:		Authorized Signature:	
Print Name:	Jennifer Reny	Print Name:	
Title:	Vice President	Title:	
Phone #:	717-534-2501	Phone #:	
Fax #:		Fax #:	
Email:	ap@hershey.K12.PA.US	License #: (if applicable)	
Date:	January 12, 2026	Date:	

© 2024 Johnson Controls. All rights reserved

CUSTOMER ORDER FORM

222 Merchandise Mart Plaza, Suite 1750
Chicago, IL 60654
Ph: 312.881.2000
Fax: 866.320.1021
Tax ID #: 04-3626476

Contract Number: Q-261804
Issued Date: June 18, 2025
Issued By: Bernard Siliezar
Offer Valid Through: August 27, 2025

Customer Information

Customer: Derry Township School District
D-U-N-S® Number: 042089649
Attn: John Fready

Terms & Conditions

Related Contract:
Contract Start Date: October 27, 2025
Contract End Date: October 26, 2028
Initial Term: 36 Months

Payment Terms: Net 30
Billing Frequency: Annual
Annual Price Adjustment: 5.00%

Subscriptions & Services

Item	Type	Qty	October 27, 2025 to October 26, 2026	October 27, 2026 to October 26, 2027	October 27, 2027 to October 26, 2028
SDS/Chemical Management	Annual	1			
SDS Management	Annual	1	$4,198.95	$4,408.90	$4,629.34
Included Site Administrator	Annual	1			
		Total:	**$4,198.95**	**$4,408.90**	**$4,629.34**

This Customer Order Form, including all Exhibits, and the Services provided hereunder are governed by the terms and conditions of the VelocityEHS Master Subscription and Services Agreement, as posted on https://www.ehs.com/mssa, which is hereby incorporated into this Customer Order Form (the "**Agreement**"). By signing below, Customer agrees to be bound by such terms and conditions as of the date of signing. VelocityEHS may deem this Customer Order Form null and void if the executed agreement is not received by VelocityEHS by the "Offer Valid Through" date listed above, or if the document is returned with handwritten changes.

Derry Township School District

Signature: _____

Name: Jennifer Renz

Title: School Board President

Date: January 12, 2026

VelocityEHS

Signature: _____

Name: _____

Title: _____

Date: _____

Contract #: Q-261804 © 2001-2025 *VelocityEHS*. All rights reserved. *VelocityEHS®, MSDSonline®, Humantech®, and Chemtel®* are proprietary trademarks of *VelocityEHS*.

VelocityEHS®

CUSTOMER ORDER FORM

Exhibit A

SDS Management Base subscription pricing includes:

- One annual SDS Management subscription(s) for the Customer and up to 200 employees.
- Unlimited Account Administrators
- Unlimited SDS database searches, views and additions to the eBinder.
- Access to eBinder and database search from the SDS/Chemical Management mobile application.
- Access to the Desktop Application, which allows administrator(s) to print SDSs, and download an electronic backup of their SDSs and basic information.
- Annual allotment of 50 SDS Requests and 100 SDS Uploads. Additional SDS Requests may be purchased in bundles of 250 for $1000; additional SDS Uploads may be purchased in bundles of 500 for $1000.
- Technical & Customer Support.
- Additional Terms and Conditions apply. To learn more, click here.

All fees are in USD and, unless otherwise noted, are due on the Contract Start Date, as noted on page one (1) of this agreement. The Contract End Date reflects the subscription "anniversary date"; subsequent year's fees will be invoiced between 45 and 60 days before each anniversary date, with payments due prior to each anniversary date. Where applicable, all travel expenses will be invoiced to Customer as incurred. Sales tax associated to this Order will appear on the invoice, where applicable.

 © 2001-2025 *VelocityEHS*. All rights reserved. *VelocityEHS®, MSDSonline®, Humantech®, and Chemtel®* are proprietary trademarks of *VelocityEHS*.

VelocityEHS®

CUSTOMER ORDER FORM

Exhibit B

Customer Support
Customer Support is included with the customer's software subscription. Support includes troubleshooting, product usage assistance, and general inquiries regarding Customer's account(s).

- Support is available Monday - Friday, excluding weekends and U.S. holidays. Support Business Hours are listed in the Support Business Hours table below.
- First Response times are based upon Support Business Hours and vary according to issue Severity and customer subscription. First Response time goals are listed in the Support First Response Times Goals table below. Severity Definitions are included in the Severity Definitions table below.
- Separately, for custom project engagements, VelocityEHS can scope and deliver a service project(s) for an additional fee. VelocityEHS will obtain approval prior to proceeding with any custom work that will result in additional charges.

Support Business Hours

Americas	8am - 8pm Eastern (UTC -4)
	7am - 7pm Central (UTC -5)
	5am - 5pm Pacific (UTC -7)
EMEA	9am - 12am UTC/BST
	10am - 1am CET (UTC +1)
	11am - 2am EET (UTC +2)

Support First Response Times

First Response Time Goals

Severity #	Severity Name	First Response Time (Business Hours)
S1	Critical	2 hours
S2	High	8 hours
S3	Medium	72 hours
S4	Low	6 days (96 hours)

Severity Definitions

Severity #	Severity Name	Definition
S1	Critical	Critical service(s) unavailable OR platform access unavailable for all customers or all admins on 1 account OR all end users cannot access the site to view an SDS OR data corruption / loss. And no workaround is possible. (Note: Does not include dev environments.)
S2	High	Degraded performance of Critical services OR Important service(s) are unavailable, including access to eBinder primary functions, EHS workflows, etc. OR only some users are unable to access platform/site. Generally multiple users or accounts are impacted by the issue.
S3	Medium	Degraded performance of Important services, for example intermittent errors on functions or workflows (but access is not blocked) OR a specific component is impaired, resulting in inconvenience or delays OR login/access issues for a single user.
S4	Low	Non-impacting issue OR issue impacting only 1 user AND not related to access/login OR issue not blocking workflow OR Inquiry OR Request for an item not currently part of the application, including: How-to question, Feature Request, Change Request, Documentation Request, or troubleshooting of dev environment.

Contract #: Q-261804 © 2001-2025 *VelocityEHS*. All rights reserved. *VelocityEHS®, MSDSonline®, Humantech®, and Chemtel®* are proprietary trademarks of *VelocityEHS*.

Philosophy of Interscholastic Athletics in the DTSD School District

MISSION: The Derry Township School District interscholastic athletic programs will provide learning experiences in a positive environment for student-athletes while helping them achieve both their academic and athletic goals to become champions in life. Interscholastic athletic activity will serve as a vehicle to supplement and reinforce educational objectives and what is taught and modeled will be planned, developed, uniformly delivered and assessed. Athletes will be provided a safe, non-threatening and respectful environment that provides students with equitable opportunities to learn and develop skills. As teachers first, interscholastic coaches will create the most optimal learning environment to help facilitate success for all participants and be committed to the academic, social, emotional and physical development and well being of all student athletes.

VISION: Interscholastic athletic programs provide opportunities to enhance the overall school experiences of student participants at both the Hershey Middle School and Hershey High School communities in general. Though winning is an instinctive objective in athletics, engaging and challenging student-athletes to help them discover and develop their talents, achieve skill mastery and reach their greatest potential will be our highest priority. With the exception of safety concerns, all student-athletes will be provided with opportunities to perform in competitive situations. Through participation in our interscholastic athletic programs, student-athletes will adopt positive lifelong habits that will enhance and enrich their daily lives now and in their future endeavors and become champions in life.

PRINCIPLES THAT GUIDE US: First and foremost, the interscholastic athletic programs will support the academic mission of the school and shall be aligned fully with and support Our Mission, Our Vision and Our Beliefs. Although winning is a natural goal in the pursuit of excellence, the principles of good sportsmanship take precedence and enhance the educational value of interscholastic athletics. The interscholastic athletic programs will strive for Mid Penn Conference Sportsmanship Awards and Championships as well as District 3 and Pennsylvania Interscholastic Athletic Association Championships. The Derry Township School District will set high expectations for its coaches and student athletes. We will hire and retain the best coaches who regard themselves first and foremost as teachers. It is our goal to teach respect, commitment, accountability, teamwork, sportsmanship, strong work ethic, acceptance of victory with humility, acknowledgement of defeat with grace, and the development of a positive attitude towards competition both on and off of the athletic playing fields. The school athletic department and administration believe strongly in being accessible to parents and supportive of the coaching staff.

To support the mission and vision of the Derry Township School District Athletic Philosophy, we will:

- Comply with Derry Township School District, Pennsylvania Interscholastic Athletic Association, Mid Penn Conference and other governing associations' missions, policies and regulations.
- Provide a safe and positive experience that will help develop Derry Township School District students physically, mentally, socially and emotionally.

- Recognize that interscholastic athletic participation and competition is a privilege that carries definite responsibilities among student- athletes, coaches, administration and parents.
- Expect That All Decisions are student-centered, positive and educationally sound.
- Provide quality athletic programs with a "student first" philosophy which outweighs the zeal to win at "any cost."
- Facilitate development of student-athletes' character traits such as resiliency, commitment, self-advocacy, sportsmanship, work ethic, teamwork, and goal setting.
- Provide opportunities for students to learn selected sports and improve playing skills to the best of their abilities to reach their potential with a goal of life-long participation in sports and other fitness-related activities.
- Provide opportunities to practice self-discipline and emotional maturity while making decisions under pressure.
- Provide proper and gender equitably resourced programs with respect to facilities, uniforms, equipment, scheduling, coaching, and administrative oversight.
- Provide opportunities to observe and exemplify good sportsmanship.
- Minimize the loss of instructional/classroom time. Consider student educational needs by keeping practices within reasonable time limits.
- Provide for balanced competition with area schools to the maximum extent possible.
- Provide for cooperation among athletic teams and among high school, middle school, and youth township programs.
- Maintain open communications and collaboration within and among athletic programs. Encourage multiple-sport athletes.
- Recognize the differences in the physical, mental and emotional maturity of students, particularly during their middle school years.
- Emphasize participation above winning at the middle school level.
- Promote and resource, within budgetary constraints, coaching professional development, student-athlete leadership workshops, and parent-focused educational presentations.
- Ensure inclusive opportunities for students to participate in District sponsored and booster club related skills development activities in the off season.
- Strive to continuously improve the quality of interscholastic athletics by establishing expected outcomes and through ongoing program evaluation designed to measure the achievement of its mission and expectations, including ongoing and regular surveys of athletes, parents and coaches.

Derry Township School District
Administrative Office • 30A East Granada Avenue • P.O. Box 898 • Hershey, PA 17033
Phone (717) 534-2501 • Fax (717) 533-4357 • www.hershey.k12.pa.us

To: Board of School Directors

From: Lindsey Schmidt, HHS Principal

Re: Student Club - Name Change Request

Date: November 11, 2025

On behalf of HHS student Ijeabalum Offodile and faculty advisor Allysa Dominique, I would like to present a modification to an existing HHS club to the Derry Township Board of School Directors.

- Change the current name of the Care Club to ***Make an Impact Club (M.A.I.C)***.
- The Care Club does handle funds, so the name change will need to be reflected in the corresponding student activity account 0496.120.

To Whom It May Concern,

We, the members of Care club, would like to formally request a name change for our organization from Care club to M.A.I.C—Make and Impact Club.

The reason for this change is: Care club was created during covid and we believe M.A.I.C club better represents the club now.

Brief description of the club for the website: The Make An Impact Club is a school based community service organization for students. It gives students opportunities to develop leadership skills, and engage in volunteer projects that benefit their local community.

If there is an account or record associated with our club under the original name, we kindly request that it also be updated to reflect our new name.

Thank you for your consideration.

Sincerely,
Club Officers & Advisor:
Typed Name: Ijeabalum (Jea) Offodile

Signature: _____

Typed Name: Mrs. Allysa Dominique

Signature: _____

RETTEW

We answer to you.

3020 Columbia Avenue, Lancaster, PA 17603● Phone: (800) 738-8395
E-mail: rettew@rettew.com ● Web site: rettew.com

PROJECT CHANGE ORDER/ADDENDUM

DATE:	December 17, 2025	**PROJECT #:**	0870701809
PROJECT NAME:	Elementary School	**ADDENDUM #:**	06
WORK/CHANGE REQUESTED BY:	Dr. Stacy L. Winslow, EdD	**WORK/CHANGE RECEIVED BY:**	Melissa A. Kelly

WORK/CHANGE REQUESTED:

Several out-of-scope items are required to address comments from the land development review by Derry Township dated November 17, 2025. These items include extending the center turn lane on Homestead Road at the northern Elementary School Driveway and extending the sidewalk from the High School's southern driveway to tie into the landing pad at the intersection of Homestead Road and Governor Road. Additionally, the walking path that extends from the High School along Governor Road will be extended to Cocoa Avenue. As directed by the Township, this path will extend over the Crossroads Antique Mall's property (owned by the Hershey Trust) to avoid permitting for a stream crossing and construction of a bridge over the stream.

A. TOPOGRAPHIC SURVEY (PHASE 901)

RETTEW will:

1. Request copies of right-of-way plans for Cocoa Avenue (SR 0743), East Governor Road (SR 0322) with the Pennsylvania Department of Transportation District 8 Office.
2. Confirm the right-of-way width of Homestead Road (T-576) in the vicinity of Governor Road (SR 0322) with Derry Township and verify with recorded subdivision plans.
3. Notify utilities through the Pennsylvania 811 System. A Design Notification shall be submitted with a request for a field mark-out of utilities. At the request of facility owners, RETTEW shall provide a plan or aerial of the project site for mark-up of facility locations and types.
    a. The Client and/or Owner is responsible for providing information and/or mark-out for on-site private utilities.
4. Perform a Topographic Survey of a portion of the subject properties as shown on the attached and the adjacent roadways for purposes of establishing the roadway right-of-way only. The topographic survey shall include locations and elevations of the following existing features:
    a. The concrete base of the traffic signal pole at the northwest corner of East Governor Road and Homestead Road
    b. Pavement edges, centerlines and pavement markings
    c. Driveways and parking spaces
    d. Curbing and sidewalks
    e. Fences and signs
    f. Landscaping and lighting
    g. Individual trees in open areas, edges of wooded and brush-covered areas
    h. Other visible, accessible and pertinent features.
5. Process field data and establish right-of way for roadways noted above.
6. Prepare a survey base map in AutoCAD Civil3D at an appropriate scale showing the following:
    a. Existing features noted above
    b. Right-of-way lines of roadways noted above

c. Site benchmark(s), with vertical datum NAVD 88

d. Contours with one-foot intervals and spot elevations, as deemed necessary

e. Mapping features shown beyond the survey limits shall be based on available public GIS data or derived from available aerial mapping and/or record plans

f. Horizontal datum Pennsylvania State Plane Coordinates, South Zone, NAD 83(2011) based off previous RETTEW surveys

g. Locations of above ground and/or underground utilities which are visible or are identifiable from utility markings and/or best available plan information. Locations of underground utilities are approximate for design purposes only. This proposal DOES NOT include subsurface investigation and/or confined space entries into manholes or storm structures.

Deliverables: Survey base mapping in AutoCAD Civil 3D format with associated surface data files; Easement legal description across tract 24-032-001 along Cocoa Avenue.

Total Proposed Fee for Phase 901 (Lump Sum)..... $5,200.00

B. NPDES PERMIT – MINOR AMENDMENT PACKAGE (PHASE 717A)

The changes to the plan as a result of the sidewalk and walking path extensions are going to be handled as an Amendment to the National Pollutant Discharge Elimination System (NPDES) Permit to not have the NPDES Permit for the Elementary School delayed. The stormwater management design, Post Construction Stormwater Management (PCSM) forms and spreadsheets will need to be revised to include these new impervious areas. This addendum assumes that the increase in volume as a result of the sidewalk and walking path can be accommodated without the need for additional stormwater management facilities.

RETTEW will:

1. Prepare the NPDES Minor Modification Permit application package for submission to the Dauphin County Conservation District (DCCD) following Pennsylvania Department of Environmental Protection (PA DEP) design criteria. This includes administration of the submission package with DCCD.
2. Prepare the NPDES Permit application for a General NPDES permit, including:
   a. Completed, signed, sealed and notarized Notice of Intent (NOI) form
   b. Completeness Review Checklist
   c. Revise NPDES Modules, PCSM Spreadsheet, storm calculations.
3. Prepare the Erosion and Sediment Control (E&SC) Plan Set

Deliverables: PDF of the NPDES Permit application package; hard copies as needed for submission.

Total Proposed Fee for Phase 717A (Lump Sum)..... $9,900.00

C. PLAN REVIEW COMMENTS AND REVISIONS (PHASE 710)

This phase needs to account for additional out-of-scope work that is a result of Township review comments. These items include designing and incorporating the sidewalk and walking path extensions/connections into the Land

Development Plans, extending the Center Turn Lane along Homestead Road, and accommodating the building chillers pad area on the plan and stormwater calculations.

Total Proposed Fee for Phase 710 (Time & Expense) $5,000.00

D. SIDEWALK CONNECTION INTO CURB RAMP – GOVERNOR ROAD (SR 0322) AND HOMESTEAD ROAD - HIGHWAY OCCUPANCY PERMIT (PHASE 659.01)

RETTEW will:

1. Prepare a Highway Occupancy Permit (HOP) Application, plans and supporting documentation for review to the District Permits Office for sidewalk additions to the northwest corner of Governor Road (SR 0322) and Homestead Road intersection. The HOP plans will be prepared to an appropriate scale. The plans will be in compliance with PennDOT Publication 282, *Highway Occupancy Permit Guidelines* and Pennsylvania Code Title 67, Chapter 441 – *Access to and Occupancy of Highways by Driveways and Local Roads* and include the preparation of the following construction documents:
   a. Title Sheet
   b. General Notes/Traffic Control Notes
   c. Typical Section and Detail Sheet
   d. Construction Plan Sheet
   e. Existing and Proposed Grading Sheet.
2. Create an online application in the PennDOT ePermitting System (EPS) for the improvements within the PennDOT Legal Right-of-Way of Governor Road (SR 0322).
3. Complete a PennDOT M-950AA, Agent Authorization forms required for EPS, and furnish to the client for the appropriate signatures.
4. Design the sidewalk connection to the existing curb ramp on the northwest corner of Governor Road (SR 0322) and Homestead Road intersection and produce plans based on the design criteria established in PennDOT Publication 13M (Design Manual 2) Chapter 6, *Pedestrian Facilities and the Americans with Disabilities Act* and PennDOT Publication 72M, *Roadway Construction Standards*, RC-67M, Curb Ramps and Sidewalks. The sidewalk plan will be generated based on field surveyed base mapping. The sidewalk plan details will be in the 1" = 5' scale format.
5. Prepare the additional supporting documentation:
   a. Cover letter addressed to the District Permits Manager outlining the proposed improvements
   b. A detailed preliminary cost estimate for the improvements with the PennDOT Legal Right of Way.
6. Submittal of the HOP Application via EPS. Supporting material to be included with the HOP submission will include the preparation of the following:
   a. The Permit Application submitted via PennDOT EPS
   b. A letter addressed to the District Permits Manager outlining the proposed project
   c. Sidewalk Plan set
   d. Construction Cost Estimate for all construction within the Legal Right-of-Way
   e. Additional material as required by the District Permits Office.
7. Revise the HOP Plan set as needed, create a comment response letter addressing each of the PennDOT comments, and resubmit to PennDOT via EPS.

Total Proposed Fee for Phase 659.01 (Lump Sum).....$3,600.00

E. SIDEWALK CONNECTION – COCOA AVENUE (SR 0743) - HIGHWAY OCCUPANCY PERMIT (PHASE 659.02)

It is not known if the sidewalk connection to the existing sidewalk along Cocoa Avenue occurs within the PennDOT right-of-way. This scope is being provided on an "as needed" basis, if the survey determines that the connection does occur within the PennDOT ROW and an HOP is required.

RETTEW will:

1. Prepare a Highway Occupancy Permit (HOP) Application, plans and supporting documentation for review to the District Permits Office for sidewalk extension connecting to the existing asphalt path along Cocoa Avenue (SR 0743). The HOP plans will be at an appropriate scale. The plans will be in compliance with PennDOT Publication 282, Highway Occupancy Permit Guidelines and Pennsylvania Code Title 67, Chapter 441 – Access to and Occupancy of Highways by Driveways and Local Roads and include the preparation of the following construction documents:
    a. Title Sheet
    b. General Notes/Traffic Control Notes
    c. Typical Section and Detail Sheet
    d. Construction Plan Sheet
    e. Existing and Proposed Grading Sheet.
2. Create an online application in the PennDOT ePermitting System (EPS) for the improvements within the PennDOT Legal Right-of-Way of Governor Road (SR 0322).
3. Complete a PennDOT M-950AA, Agent Authorization forms required for EPS, and furnish to the client for the appropriate signatures.
4. Design the sidewalk extension connecting to the existing asphalt path along Cocoa Avenue (SR 0743) and produce plans based on the design criteria established in PennDOT Publication 13M (Design Manual 2) Chapter 6, *Pedestrian Facilities and the Americans with Disabilities Act* and PennDOT Publication 72M, *Roadway Construction Standards*, RC-67M, Curb Ramps and Sidewalks. The sidewalk plan will be generated based on field surveyed base mapping. The sidewalk plan details will be in the 1" = 5' scale format.
5. Prepare the additional supporting documentation:
    a. Cover letter addressed to the District Permits Manager outlining the proposed improvements.
    b. A detailed preliminary cost estimate for the improvements with the PennDOT Legal Right of Way.
6. Submittal of the HOP Application via EPS. Supporting material to be included with the HOP submission will include the preparation of the following:
    a. The Permit Application submitted via PennDOT EPS
    b. A letter addressed to the District Permits Manager outlining the proposed project
    c. Sidewalk Plan set
    d. Construction Cost Estimate for all construction within the Legal Right-of-Way
    e. Additional material as required by the District Permits Office.
7. Revise the HOP Plan Set as needed, create a comment response letter addressing each of the PennDOT comments, and resubmit to PennDOT via EPS.

Total Proposed Fee for Phase 659.02 (Lump Sum)..... $3,600.00

ASSUMPTIONS AND RESTRICTIONS:

Topographic Survey (Phase 901):

1. This proposal does not include additional surveys which may be required for a detailed flood study.
2. It is assumed that RETTEW will be given permission to access adjacent properties by property owners for purposes of performing the field surveys. Notice of Intent to Enter (NOIE) letters are not included in this scope of services.

HOP (Phase 659.01 & 659.02):

1. No modifications will be required to the existing signal plan and permit for the Governor Road (SR 0322) and Homestead Road intersection.
2. It is assumed that crosswalks will not be required.

ADDITIONAL SERVICES:

1. It is assumed that the increase in volume as a result of the additional sidewalk and walking path can be accommodated without the need for additional stormwater management facilities.
2. No additional permitting will be required for the sidewalk/path extensions.
3. Any service not specifically described within the Scope of Services and Fees stated herein.

TOTAL FOR THIS ADDENDUM:	$27,300.00	LS/T&E
ORIGINAL AGREEMENT AMOUNT		
DATED: July 15, 2024	$399,775.00	LS/T&E
TOTAL OF PREVIOUS ADDENDA:	$63,050.00	LS/T&E
AMENDED AGREEMENT AMOUNT:	$490,125.00	LS/T&E

If this addendum is satisfactory and acceptable and fully sets forth all the items of our understanding, please signify your acceptance by signing below. Please return a fully executed copy and retain a copy for your records. This document will then constitute our completed agreement.

This addendum will be subject to all the terms and conditions of our previous proposal and agreement dated July 15, 2024.

BY:	(CLIENT SIGNATURE)	**BY:**	(RETTEW SIGNATURE)
	Jennifer Renz (PRINTED NAME)		Melissa A. Kelly, RLA (PRINTED NAME)
TITLE:	School Board Vice President	**TITLE:**	Municipal Team Lead
DATE:	January 12, 2026	**DATE:**	December 17, 2025
		BY:	(RETTEW SIGNATURE)
			James R. Caldwell (PRINTED NAME)
		TITLE	Senior Project Manager
		DATE:	December 17, 2025

Z:\Shared\Projects\08707\0870701809 - Elementary School\00 Contracts\02 Addenda\Addendum 06\Addendum 06.docx

No. 702-AR-1

ADMINISTRATIVE REGULATION

DERRY TOWNSHIP SCHOOL DISTRICT

APPROVED: December 1, 2022

REVISED:

702-AR-1. INTENT TO GIVE GIFT/GRANT/DONATION FORM

I/We are requesting the Board to accept our intent to provide a gift, grant or donation to the district in order to support and supplement the district's educational and/or student activities program.

Name of individual, group or agency: Ronald Schafer

Contact person if group or agency: Ronald Schafer

Address: 46 Banbury Rd.
Hummelstown, PA 17036

District program, school or grade level to be recipient: High School Music department

Purpose of gift, grant, donation: Viola-instrument for student use. Orchestral music (10 works)-for orchestra library

Amount of gift, grant, donation: Viola-$650.00. Music-$350.00 Total: $1000.00

The district will make every effort to honor the intent of the donor in the use of the gift, but it reserves the right to utilize any gift in the best interest of the district's educational program.

I attest that there are no encumbrances against this gift to the district.

Ronald E. Schafer
Donor Signature

12/12/2025
Date

Superintendent Signature

Date

Derry Township School District Standing Committees and Delegate Assignments

Athletic & Activities **	Term Exp.
Lesa Brackbill	
Stewart McCarver	
Nicole Searfoss	
Lindsay Drew	
Mike Montedoro	
** When Necessary	

Communication & Community Engagement	Term Exp.
Lesa Brackbill	
Stewart McCarver	
Honesta Romberger*	
Tracey Royo	
Sarah Harmer	
Citizen Advisor:	
CA added in fall of 2026	6/30/2026
Lauren Doliner	6/30/2026
Jason Ernest	6/30/2027
Shawna Harrell	6/30/2027

Curriculum Council	Term Exp.
Lesa Brackbill	
Joshua Cysyk	
Honesta Romberger	
Tracey Royo*	
Aaron Shuman*	
Citizen Advisor:	
Asli Cevik	6/30/2027
Valbona Hoxha	6/30/2027
Iordanis Petsas	6/30/2026
Brandon Thompson	6/30/2026

Finance	Term Exp.
Lindsay Drew	
Stewart McCarver*	
Jennifer Renz	
Nicole Searfoss	
Jodie Dermo	
Stacy Winslow	
Citizen Advisor:	
Parker Davis	6/30/2026
Joseph Dellasega	6/30/2026
Anita Malhotra	6/30/2027
Brian Ostella	6/30/2027

General Services	Term Exp.
Lesa Brackbill	
Joshua Cysyk	
Jennifer Renz*	
Christine Stickler	
Stacy Winslow	
Jodie Dermo	
Director of Buildings & Grounds	
Citizen Advisor:	
Betsy Davison	6/30/2027
Cindy Jackson	6/30/2026
Daniel Lauria	6/30/2026
Sarah Nickolich	6/30/2027

Human Resources
Lindsay Drew*
Jennifer Renz
Honesta Romberger
Christine Stickler
Stacy Winslow

Policy	Term Exp.
Joshua Cysyk*	
Lindsay Drew	
Tracey Royo	
Nicole Searfoss	
Jesse Rawls	
Citizen Advisor:	
Matt Bixler	6/30/2026
Sarah Boateng	6/30/2027
Lindsay Caldonetti	6/30/2026
Ayse Yilmaz	6/30/2027

Adopt a Building - HS	
Lesa Brackbill	Tracey Royo
Nicole Searfoss	

Adopt a Building - MS	
Joshua Cysyk	Stewart McCarver
Honesta Romberger	

Adopt a Building - K-5	
Lindsay Drew	Jennifer Renz
Christine Stickler	

Athletic Hall of Fame
Honesta Romberger

Building Design	
Lindsay Drew	Jennifer Renz
Honesta Romberger	

CAIU
Joshua Cysyk

Comprehensive Plan	
Lesa Brackbill	Lindsay Drew
Tracey Royo	Nicole Searfoss

Dauphin Co. Tax Collection Committee	
Christine Stickler	Jodie Dermo

Dauphin Co. Tech School	
Stewart McCarver	?
? (Alt)	? (Alt)

Downtown Hershey Association
Jennifer Renz

HACC
Lindsay Drew

Joint Work Group	
Lindsay Drew	Jennifer Renz
Stacy Winslow	

Parks and Rec	
Lesa Brackbill	Jennifer Renz

PSBA Delegate & Legislative Liasion
Christine Stickler

Trojan Foundation
Honesta Romberger

Wellness
Nicole Searfoss

* Denotes Chairperson

CAIU BOARD HIGHLIGHTS

*The following actions were taken at the **December 18, 2025** meeting, held in the Board Room of the Capital Area Intermediate Unit.*

Click *HERE* for the 12/18/25 Board Meeting agenda & Attachments

Our Mission: *Provides innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership to help them be great. #BeGreat*

Our Vision: *Recognized as a trusted and influential partner in achieving life-changing outcomes in the Capital Area. #ChangingLives*

WORK SESSION ITEMS

- **Board Presentation -** Jim Barcheski, Audit Manager & Lauren Fenner, Audit Principal from Brown Plus presented the 2024-25 Audit Report Presentation. The CAIU was given a clean audit report with no findings.
- **Announcement of CAIU December 2025 Retiree -** The CAIU Board of Directors and administration recognized the retirement of **Rebecca Boone,** Teacher in Early Intervention, after more than 42 years of dedicated service to the CAIU. Becky has made a tremendous impact on her students and families and on the community. She will be deeply missed.
- **Recognition of Departing Board Members** - The following departing Board Members were recognized for their service:
    - Leslie Marshall, East Pennsboro SD
    - John Wardle, Big Spring SD
- **Review of Board Meeting Agenda Items:**

- Welcome to our new Board members: Alison Mellott, Big Spring SD, Michael Alsher, East Pennsboro Area SD, and Marci Walborn, Susquenita SD
- Daren Moran, Board Treasurer, reported that the Treasurer's report reflects a payment made towards one of the Revenue Anticipation Notes (RAN) that were taken out due to the budget impasse. Overall CAIU incurred approximately $132,000 in expenses (interest and legal fees). Both RANs are now closed.
- Board Member Rick Rovegno asked about the CAIU's facilities plan. Rick serves as a member of the CAIU Buildings & Grounds Board Committee. We have a 5-year facilities plan and have recently met with an outside consultant to look at our current plan and to help prioritize.

➢ **Board Member Share/Team Reports:**

- Rick Rovegno, South Middleton SD, reported that his district recently hosted a powerful presentation by an FBI special agent addressing the mental health crisis that young people are experiencing. The presentation was well attended by many families. He would recommend this presentation for your school district. Please reach out if interested. In addition, Rick is currently reading The Anxious Generation – mental health crisis with young people.
- David Walker, Board Solicitor shared that on December 12, 2025, Saxton & Stump hosted a webinar on *Unpacking Acts 44 and 47 of 2025: Weapons Notification Requirements & School Code Amendments*. Gareth Pahowka co presented with Jeremy Freeland, CAIU displaying an example of leadership and partnership. He is happy to share the link to presentation and resources, if interested.

APPROVED ACTION ITEMS

➢ **Approval of Board Meeting Minutes** – 11/20/25

➢ **Treasurer's Report for November 2025** – a total of $19,867,550.59 in receipts and $15,793,029.45 in expenses.

- **Payment of Bills – November 2025**
- **Summary of Operations for November 2025** showing revenues of $39,601,419.68 and $40,546,616.12 in expenses.

➢ **Other Business Items**

- Contracts - December 2025
- Appointment of New Board Members

- **Alison Mellott, Big Spring SD**, to fill an unexpired term until the CAIU annual election from December 18, 2025 – June 30, 2026. Alison was appointed as the CAIU representative at Big Spring SD re-organization meeting on December 2, 2025 replacing John Wardle.
- **Michael Alsher, East Pennsboro Area SD**, to fill an unexpired term until the CAIU annual election from December 18, 2025 – June 30, 2026. Michael was appointed as the CAIU representative at East Pennsboro SD re-organization meeting on December 4, 2025 replacing Leslie Marshall.
- **Marci Walborn, Susquenita SD**, to fill an unexpired term until the CAIU annual election from December 18, 2025 – June 30, 2026, replacing Phillip Lehman

➢ **Policies & Programs**

- Second Reading, Revised Policy #100 - Program of Services
- Second Reading, Revised Policy #101 - Mission Statement/Vision Statement/Shared Values
- Second Reading, Revised Policy #102 Academic Standards
- Second Reading, Revised Policy #105 - Curriculum
- Second Reading, Revised Policy #105.1 - Review of Instructional Materials by Parents/Guardians and Students
- Second Reading, Revised Policy #105.2 - Exemption from Instruction
- First Reading, Revised Policy #108 - Adoption of Textbooks
- First Reading, Revised Policy #109 - Instructional Materials
- Retire Policy #106 - Guides for Planned Instruction
- Retire Policy #107 Adoption of Planned Instruction
- Retire Policy #110 - Instructional Supplies

➢ **Personnel Items**

- See attached Personnel report.

EXECUTIVE DIRECTOR'S REPORT

- Click to view the December 2025 All-In Newsletter Dr. Andria Saia reported that the Executive Director's Report/All-in! Newsletter was available for the Board's review. The All-in! Newsletter is a good way for new members to get to know the CAIU better.
- Executive Director's Mid-Year Goal Update - Dr. Saia reported that we have been engaging in discussions with the Superintendent's group (SAC) on potential collective solutions to the removal of resources for SAP by Cumberland County. In addition, we are utilizing our work with John Tanner on Benefits-Based Accountability to establish a systematic process for collecting, analyzing, and utilizing feedback from our districts to ensure the desired outcomes are met and to drive continuous improvement.

UPCOMING MEETINGS:

Next CAIU Board Meeting: Thursday, January 22, 2026, 8:00 a.m., Board Room, CAIU Enola Office, 55 Miller Street, Enola, PA, 17025 and posted on our website, at www.caiu.org.Time of Meetings: 8:00 a.m.

December 18, 2025, APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **TAYLOR AMATO,** Behavior Consultant, Autism Support Program, effective December 5, 2025. Reason: Employee excepted a position with Central Dauphin School District.
- **NORMAN DIXON,** Teacher, Blind/Visually Impaired Program, effective June 30, 2026. Reason: Retirement after 7 years of continuous CAIU service.
- **VANIA JAROCH,** Business Coordinator, Administrative Team - Business, effective February 6, 2026. Reason: Retirement after more than 5 years of continuous CAIU service.
- **KARLA SHERMAN,** Floater Teacher, Early Intervention Program, effective January 5, 2026. Reason: Retirement after more than 6 years of continuous CAIU service.

TERMINATION

- **GENESIS BONNER,** Personal Care Assistant, Capital Area Mental-health Program, effective November 10, 2025 due to job abandonment/failure to respond to communication and return to work.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **CHRISTINE ALBRIGHT,** Professional, effective date to be determined. Assignment: Remedial Specialist, ANPS Program with base salary of Masters, Step 15, $80,312 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Act 89 budget.
- **JUSTIN DEAMELIA,** Paraeducator, effective December 4, 2025. Assignment: Educational Paraprofessional, Autism Support Program with base salary of Tier 1, $27,740 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the Autism Support budget.
- **ERIN HANKEY,** Professional, effective date to be determined. Assignment: Part-time Speech and Language Pathologist, Early Intervention Program with base salary of Masters+30, Step 15, $83,009 for 190 days of service and will be prorated based on the number of days/hours worked with additional new hire days as required. This is a replacement position funded through the Early Intervention budgets.
- **KATIE POVILAITIS,** Paraeducator, effective date to be determined. Assignment: Certified Occupational Therapy Assistant, Early Intervention Program with base salary of MHW/COTA Bachelors, Step 4, $36,602 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Early Intervention budgets.
- **DENNIS TOPO,** Network Infrastructure Architect, Technology Team, effective date to be determined. Base salary of $102,795 for 260 days of service will be prorated based on the number of days worked through June 30, 2026. This is a replacement position funded through the DPGO budget. Experience: Over 20 years of similar or related experience.

CHANGES OF STATUS:

- **JENNIFER FOSTER,** School Counselor, ANPS Program, change from full-time to part-time status, effective January 5, 2026.
- **LAURA MCCONE,** Speech and Language Pathologist, change in leave of absence return to work date from January 5, 2026 to July 7, 2026.

caiu
Capital Area Intermediate Unit

All-in! NEWSLETTER

Executive Director's Report | December 2025



CAIU Board of Directors

Dr. Joshua Cysyk, *President, Derry Twp.*
John Kaschak, *Vice President, Lower Dauphin*
Sue Bower, *Carlisle Area*
Richard Bradley, *Mechanicsburg*
Gabrielle Brandt, *West Perry*
Brenda Cox, *West Shore*
Sidney Gray, *Millersburg Area*
Jackie Hill, *Susquehanna Twp.*
Emily Hoffman, *Halifax Area*
Jaime Johnsen, *Harrisburg*
VACANT, *Susquenita*
Leslie Marshall, *East Pennsboro Area*
Marianne Moore, *Middletown Area*
Michelle Nestor, *Cumberland Valley*
Rick Rovegno, *South Middleton*
Gerald Schwille, *Northern York County*
Patrick Shull, *Newport*
Lauren Silvers, *Central Dauphin*
John Wardle, *Big Spring*

CAIU Executive Team

Dr. Andria Saia
Executive Director

Dr. Kevin Roberts
Assistant Executive Director

Maria Hoover
Director of Educational Services

Dr. Andrew McCrea
Director of Student Services

Daren Moran
Director of Business and Operations

David Martin
Chief Information Officer

Blake Wise
Director of Human Resources

Our Mission

CAIU provides innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership to help them be great. ***#BeGreat***

Our Vision

Recognized as a trusted and influential partner in achieving life-changing outcomes in the Capital Area. ***#ChangingLives***

Inside this issue

3 From the Executive Director's Desk: The Gift of Giving: How Generosity Strengthens Our Community

4 What's New at Hill Top Academy?

5 Dyslexia Awareness Day at the PA State Capitol

6-7 Noteworthy: Courageous Leadership: Why Now, and How to Act Boldly

8 Situational Awareness Spotlight: Holiday Safety

9 Mission Moments: Recent CAIU Service Projects

Additional Updates for CAIU Staff

10 Trainings & Events; Day of Service & Learning; Refer a Friend

11 New Hires; Compliment Corner

12 Save the Date: Central Pennsylvania Student Services Institute (CPSSI)



On the Cover: *CAIU Staff and Board member, Marianne Moore visiting Hill Top Academy on Turkey Day. Read pg. 4 for more updates and happenings from Hill Top.*

CAIU's Organizational Goals

Making it easier to do business with us

Improving staff retention, recruitment, and recognition

Fostering a culture of dignity and belonging

Do you have a story about staff or students living our values, being great, or changing lives? Share these successes via email for All-In or social media to communications@caiu.org.

Deadline for January All-In: Friday, December 19

All-in! NEWSLETTER

Executive Director Report
All-In! Newsletter
December 2025
2025-2026, Issue 6

©Capital Area Intermediate Unit

caiu Capital Area Intermediate Unit

CAIU Main Office
55 Miller Street
Enola, PA 17025
www.caiu.org
Email: info@caiu.org
Phone: 717.732.8400

Please like us on social media!

The Gift of Giving

How Generosity Strengthens Our Community

By **Dr. Andria Saia,** *Executive Director*

As we enter December and prepare to close out another year of learning, service, and collaboration, I find myself reflecting on the extraordinary power of giving. In our work, we see daily that generosity, whether expressed through time, resources, or compassion—has a ripple effect that strengthens our entire community.

This year, that truth has been especially visible through our CAIU Cares initiative. Launched this year to support staff experiencing food insecurity, CAIU Cares represents the very best of who we are: a community that shows up for one another. Because of the heartfelt generosity of our staff, as well as some of our outside partners, we were able to provide supermarket gift cards to 43 CAIU families, supporting 152 individuals as they navigate challenging times.

This effort was more than an act of charity—it was an act of solidarity. It reminds us that the wellbeing of our colleagues matters deeply, and that when one of us is struggling, we all have the ability and responsibility to help carry the load. I want to extend my sincerest gratitude to every person who contributed, whether through a donation, spreading the word, or encouraging a colleague to seek support. Your kindness made a tangible difference.

The CAIU Cares initiative also reflects a larger truth about the season: giving is powerful, not only because of what it provides to others, but because of what it inspires within us. Volunteering, donating, and offering support connect us to our values. It reminds us that the CAIU's mission and values—to serve, to uplift, to create opportunities—extends beyond our classrooms and programs. It lives in the way we treat one another every day.

As we move through December, I encourage each of us to continue embracing the spirit of service. Your actions matter - whether by contributing to Champions for Children or CAIU Cares, volunteering in your community, supporting a family in need, or simply offering kindness in a busy season. No gesture is too small; every act of giving builds a stronger, more compassionate CAIU and community.

Thank you for the heart you bring to your work and to this community. May this season bring you peace, connection, and the joy that comes from making life a little brighter for someone else.



Andria S Saia

Dr. Andria Saia,
Executive Director

What's New at Hill Top Academy?

By **Beth Kranzel,** *Coordinator, Hill Top Academy*

Hill Top Academy had a busy start to the school year. Students are learning first, acting responsibly, being their best selves, and showing safe actions.

Schoolwide activities geared up in September with Back to School Night. Over 80 guests attended to meet staff, tour classrooms, and have dinner. In October, Messiah College interns held Trunk-or-Treat for our Hill Top students. Over 20 Messiah students decorated their cars, engaged students in activities, and handed out treats. In addition, costume-clad elementary students visited classrooms and treat tables run by secondary students and staff, and participated in a sensory-friendly maze in the gym. Staff had the opportunity to enjoy a Halloween-themed luncheon provided by the Sunshine Committee.

Throughout November, students and staff are honoring family and friends who served with a flag garden for Veterans Day. In addition, photos and stories of veterans were proudly displayed on our hallway bulletin board.

Upcoming events at Hill Top include the PBIS Pie-In-The-Face celebration, gingerbread house building, and 15 Days of Holiday Spirit Countdown to Holiday Break.











Dyslexia Awareness Day at the PA State Capitol

By **Dr. Ami Healy,** *Training & Consultation Supervisor*

On Oct. 29, Dr. Ami Healy, CAIU Training and Consultation Supervisor, was invited to speak at the Pennsylvania State Capitol for Dyslexia Awareness Day. In her remarks, she highlighted a central message: while high-quality curricula and programs are valuable, it is knowledgeable, well-prepared educators who truly change student outcomes. She emphasized the importance of accessible, evidence-based professional learning so teachers and administrators can build the skills required to support students with reading difficulties, including those with dyslexia.

Dr. Healy shared her personal journey as a special educator, reading specialist, literacy coach, and administrator, noting that traditional preparation programs did not fully equip her to teach struggling readers. It was not until she engaged in extensive professional learning grounded in the science of reading that she gained the deep understanding necessary to make effective instructional decisions.

Just weeks later, Pennsylvania enacted historic literacy provisions through the 2025 state budget, including $10 million in early literacy funding and new requirements for evidence-based reading curricula, teacher training, and universal early literacy screening. These bipartisan reforms, championed by leaders in both the House and Senate, represent a major step forward for strengthening reading outcomes statewide and align Pennsylvania with the success seen in other states.

This message aligns directly with the work of the CAIU Training and Consultation team, which offers free, evidence-based professional development and technical assistance to schools across the region. The team partners with districts to strengthen structured literacy instruction, support data-informed decision-making, and build sustainable systems that benefit all learners. By helping teachers and leaders deepen their understanding of how reading develops, and how to respond effectively when students struggle, the CAIU plays a critical role in preparing schools to meet the new expectations set forth by the legislation.

As districts begin planning for implementation, Dr. Healy and the CAIU team remain committed to supporting educators every step of the way. Their ongoing work will ensure that the promise of this legislation becomes a reality in classrooms across Central Pennsylvania, so that every student has the opportunity to become a skilled, confident reader.





"Awareness must lead to ***action***… Let us continue to invest in teachers through ***accessible, high-quality*** professional development… Because when we invest in teachers, we invest in children."

- Dr. Ami Healy, Training & Consultation Supervisor

Courageous Leadership

Why Now, and How to Act *Boldly*



By **Maria Hoover** & **Sherisa Nailor,** *Educational Services Team*

In a time marked by rapid change, deep uncertainty, and competing demands, educational leaders need more than technical skill: they need courage. As Harvard Business School Professor Ranjay Gulati argues in his recent *Harvard Business Review (HBR)* article, "**Now Is the Time for Courage**," bold, purpose-driven action is not just right; it's strategically essential.

Gulati's research challenges a familiar impulse to freeze, retreat, or play it safe in the face of volatility. Drawing on case studies and data from his study of organizations navigating past crises, he found that the most resilient entities did more than cut costs; they invested in growth. According to his analysis, only a small fraction (~9 percent) of firms emerged from economic downturns stronger, and those tended to be the ones that paired pragmatism with courageous leadership.

But Gulati's central insight is even more powerful: courage is not an innate trait reserved for a few heroic leaders; it is a skill that can be learned. In his article, he outlines five strategies that leaders can cultivate to embed courageous behavior in their decision-making, especially under uncertainty:

- **Create a positive narrative.** Reframing one's work as a moral mission helps build resilience. Gulati highlights how courageous leaders tell stories that anchor their decisions in something bigger than themselves.
- **Cultivate confidence.** Confidence doesn't come from blind optimism, but from preparation, practice, and a realistic appraisal of one's capabilities. Gulati stresses building mental tools and focusing on what is controllable.
- **Take small steps.** Rather than making heroic, high-risk leaps, courageous leaders often engage in "sensemaking," small, calculated moves that help them learn, adjust, and build clarity.
- **Find connections.** Courage doesn't happen in isolation. Leaders surround themselves with mentors, allies, and even critics, soliciting feedback, testing assumptions, and holding themselves accountable.
- **Stay calm.** Amid fear and ambiguity, courage is grounded in self-care: rituals, reframing, and practices that help leaders regulate emotion so they can respond rather than react.

These strategies offer a practical, research-backed playbook especially relevant for education, where the stakes are high, and resources may feel limited. But courage in leadership is not only about bold moves; it's also about creating the conditions for others to act bravely.

This broader dimension of courageous leadership is powerfully articulated by James R. Detert in his *HBR* article, "**What Courageous Leaders Do Differently**." Detert studied leaders who not only demonstrated courage, but also shaped their organizations so that others could be courageous too.

Courageous leaders put principles first by making decisions grounded in their values rather than chasing short-term wins. As Detert explains, they anchor their behavior in their mission, even when doing so is difficult. They also demonstrate openness and humility, showing a willingness to admit vulnerability, acknowledge their fears, and ask for help despite the authority or status that might allow them to avoid doing so. Perhaps most importantly, courageous leaders focus on creating psychological safety, cultivating environments where people feel secure enough to try, fail, and speak up without fear.

Detert's research builds on his broader work on "competent courage," the idea that courageous behavior is most effective when paired with skill, emotional intelligence, and reflection. For educational leaders, that means modeling courage but also investing in the capacity of others.

This is present in various areas of the Educational Services. The Mentoring Program, for example, provides new employees with not only guidance and skill-building, but crucial relational support, helping them cultivate confidence and connections during their most formative years. Through school improvement partnerships across districts, the team encourages leaders to take small steps toward bold instructional shifts, offering coaching that helps them navigate uncertainty while staying anchored to student-centered values.

The Principal Networks create psychologically safe spaces where leaders can openly discuss challenges, learn from peers, and surface innovative ideas, exactly the kind of environment Detert identifies as essential for courageous behavior. The Curriculum Directors' monthly Learning Series extends this by building collective expertise and shared purpose, allowing leaders to reflect collaboratively and strengthen their capacity for principled decision-making. The Training and Consultant Team embodies courageous leadership support by providing districts with targeted professional learning that challenges assumptions, elevates equity-focused practices, and equips educators to navigate change with clarity and confidence.

By combining Gulati's strategies and Detert's culture-building principles, educational leaders can foster a form of courage that is both bold and sustainable. The call to action is clear: we need leaders who don't just survive uncertainty, but who harness it for transformation. Developing courageous leadership, however, does not happen by chance; it requires intentional leadership development. Programs that foster reflective practice, deepen emotional intelligence, build collaborative networks, and create opportunities for real-world problem-solving help emerging leaders strengthen the mindsets and skills required for courage. When organizations invest in leadership development, they cultivate a pipeline of professionals prepared not just to manage complexity, but to face it boldly.

A Challenge to Today's Educational Leaders

The research from Gulati and Detert makes one point unmistakable: courage is not a rare trait but a leadership choice. The challenge for organizational leaders is this: *Will you choose bold, values-driven action, or will fear, habit, and comfort narrow the possibilities for your system?*

Courageous leadership means facing difficult realities, resource constraints, inequities, stalled progress, and making decisions anchored in mission even when the path forward is uncomfortable. It requires telling the truth about what students need, inviting honest dialogue, and creating environments where others feel supported in taking principled risks. It is not a reckless action, but an intentional action rooted in purpose, vulnerability, and ongoing learning.

Educational systems cannot exceed the bravery of those who lead them. Progress depends on leaders who act before conditions are perfect, who model resilience in the face of uncertainty, and who encourage courage at every level of the organization.

Now is the time for leaders who choose courage—not someday, not when things settle, but now.

References:

Now Is the Time for Courage *(HBR)*
What Courageous Leaders Do Differently *(HBR)*



"Courage is not the absence of fear, but the triumph over it."
- Nelson Mandela

Situational Awareness

As the holidays approach, our homes, roads, and kitchens get a little busier—and that means staying mindful of safety is more important than ever. The best gift we can give our families and friends is our presence—safe, healthy, and aware. Let's look out for one another and make this holiday season joyful and secure for all.

Points2Ponder

Here are a few friendly reminders to help keep your season merry, bright, and accident-free:

Travel Smart

Whether you're driving across town or across the country, give yourself extra time. Holiday traffic, winter weather, and distracted drivers can make the roads unpredictable. Keep your phone charged, your tank topped off, and an emergency kit in your vehicle—just in case.

Watch the Weather

Check the forecast before heading out. Winter storms and temperature drops can change plans quickly. Keep an eye on local alerts and have a backup plan if conditions turn rough. A little preparation can save a lot of stress.

Kitchen Safety Matters

Holiday cooking brings people together—but it's also the leading cause of home fires this time of year. Stay in the kitchen while cooking, keep flammable items away from the stove, and make sure kids know to steer clear of hot surfaces. If you're deep-frying, do it outside—far from the house or deck.

Home for the Holidays

When decorating, watch for overloaded outlets and use UL-rated extension cords. Turn off lights when leaving home or heading to bed. Candles add warmth and charm, but battery or solar-powered versions are a safer alternative (and just as cozy).

Be vigilant!

Be situationally aware!



Mission Moments

***CAIU Mission Moments** are inspirational examples of how our staff are making an impact and defining our mission to provide innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership.*



A CAIU Service Project group (Sally Fike, Melinda Biggs, Lori Castle, Matthew DeLiberty, Desarae Haskins, Kaitlin Hughes, and Shanon Speece) recently collected 403 items for the first drop off and 295 for the 2nd drop off for a total of 698 Personal Care Items for New Hope Ministries in Mechanicsburg, PA.





In conjunction with Act 158 of 2018, all students are required to meet certain graduation requirements for the state of Pennsylvania. Nick G., a current junior in the CAMhP classroom at Cumberland Valley High School, completed his service project supporting the Operation Christmas Child initiative through Samaritan's Purse. Nick spent his hours of service practicing professional communication through written communication, in person conversations and community collaboration to acquire donations. He then practiced executive functioning skills by organizing, memorizing packing patterns and packing the 50 boxes to donate for Operation Christmas Child. With Nick's 50 boxes, the church had reached 500 box donations thus far with 6 more days left in their collection.





Two service projects were recently held at the Capital Area Early Learning Center: Backpacks for Hope and Mission Central Blessing Kits. **Backpacks of Hope** is an initiative of Our Father's Hope. CAIU staff collected items to fill backpacks to be given to children transitioning into foster care. Each backpack contains pajamas, a blanket, a stuffed animal, toiletries, and a flashlight. This year, CAIU staff filled 35 backpacks! For the **Mission Central** service project, CAIU staff worked on creating hygiene kits for Mission Central Mechanicsburg that are handed out for emergency response/ relief. CAIU staff created over 100 kits and collected bags of essential items to donate as well.

Training and events



The Capital Area Intermediate Unit (CAIU) hosts numerous innovative events and conferences throughout the year. Our team of consultants, staff, and specialists values and supports lifelong learning.

All events and conference offerings are available in the Frontline Registration System.

Check out our Events & Conference page often to see what opportunities are available to you!

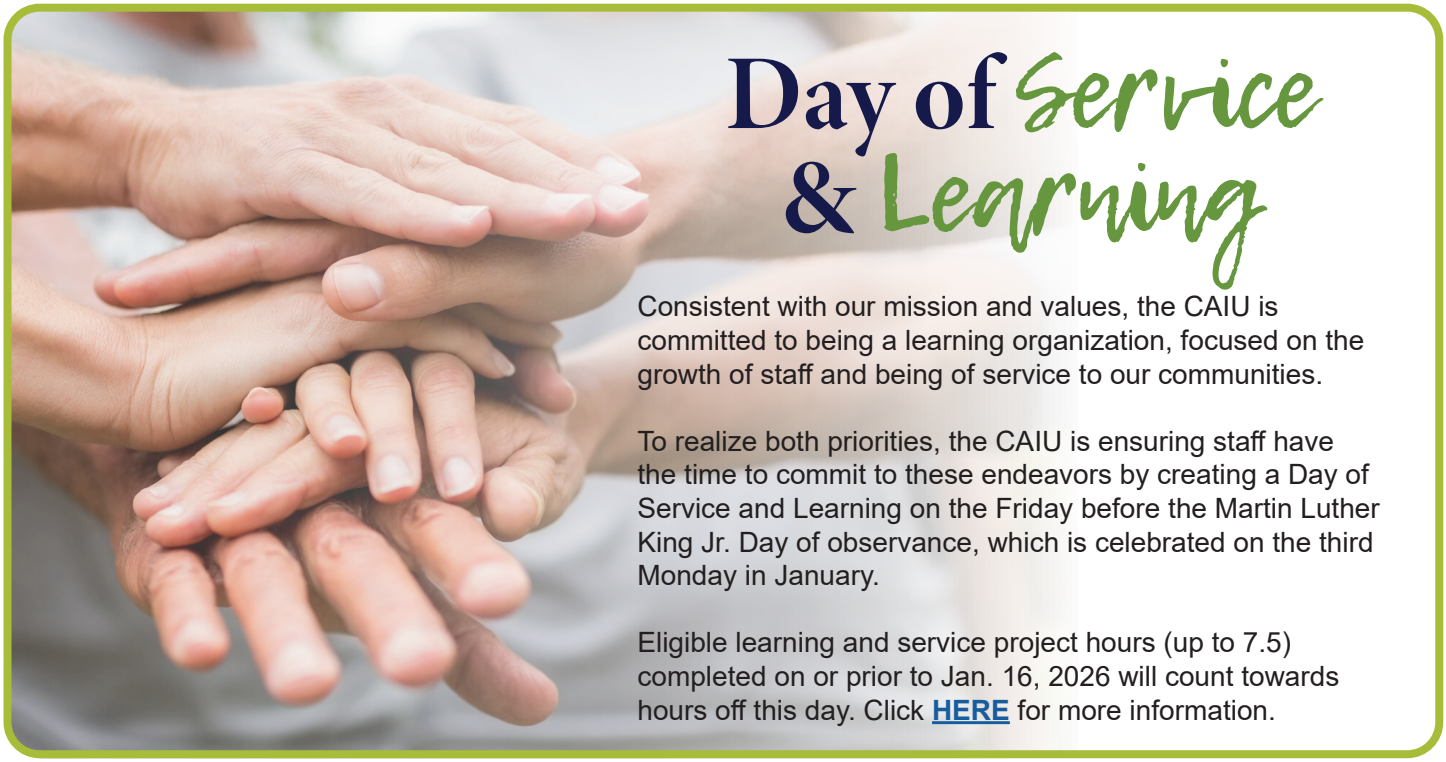
Here are some of our upcoming trainings:

12/7/2025 - 1/18/2026 - Motivating and Inspiring Today's Students: Strategies, Methods, and Materials to Awaken the Learner (CPE Course)
Audience: Pre-K to 12 Educators

12/16/2025 - Developmental Disabilities and Sexuality 101 (AM Virtual)
Audience: Teachers, Counselors, Therapists, Paraprofessionals, Administrators, and Others Working Regularly With Individuals With IDD

1/7/2026 - Issues in Autism
Audience: School Administrators, Curriculum Directors, Instructional Coaches, General Education Teachers, Special Education Teachers, School Counselors, and Support Staff

1/13/2026 - Using Assessments to Support Math Instruction
Audience: Math Educators, Coaches, Administrators

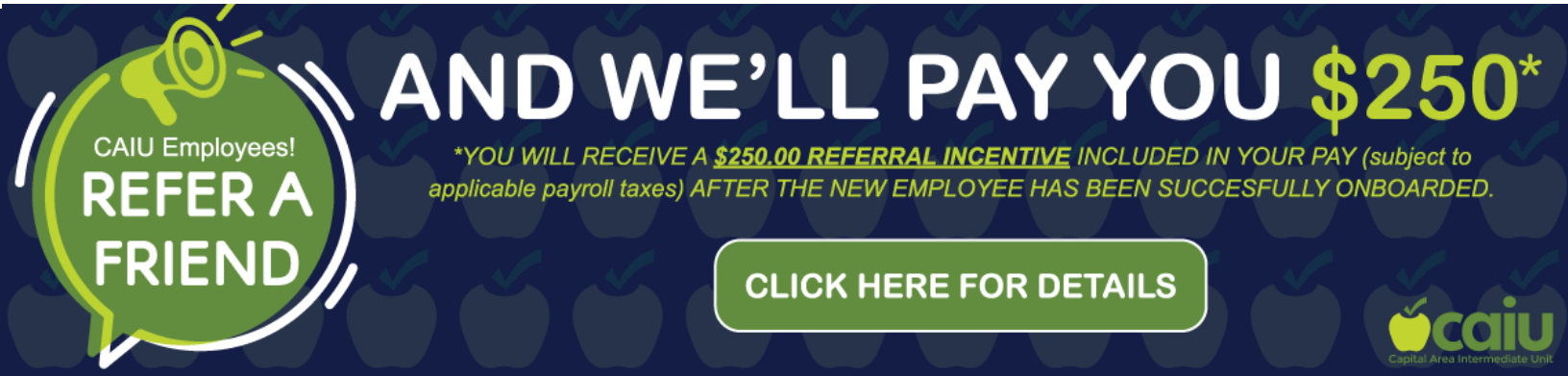


Day of Service & Learning

Consistent with our mission and values, the CAIU is committed to being a learning organization, focused on the growth of staff and being of service to our communities.

To realize both priorities, the CAIU is ensuring staff have the time to commit to these endeavors by creating a Day of Service and Learning on the Friday before the Martin Luther King Jr. Day of observance, which is celebrated on the third Monday in January.

Eligible learning and service project hours (up to 7.5) completed on or prior to Jan. 16, 2026 will count towards hours off this day. Click **HERE** for more information.



Welcome New Hires!

ibelong @caiu



Marissa Bachu is an Inclusion Consultant at various locations and doesn't like chocolate.



Darryl Eisenhauer is a System Administrator at the Enola office and loves to hike.



Lauren Fitchett is a Teacher at CAELC and has 6 pets.



Shanna Hymon is a PT Head Cook at Hill Top Academy and enjoys dancing.



Ayla Poticher is a Maintenance/Facilities Technician at the Enola office.

YOU'RE one of US NOW

Compliment Corner!

At the CAIU we like to brighten someone's day with a compliment. CAIU Compliments is an initiative that allows CAIU staff the opportunity to share words of thanks, tout successes, or tell a story about what makes us great as an organization: Our people.

DEDICATION

Rosemary Braught, *School-Based ACCESS Coordinator*

Since Rosemary took over Access billing, it has become much easier to deal with changes. She is always so professional and helpful when mistakes are made on our end. She deserves kudos for all her hard work.
- Lisa Brittingham, Speech Pathologist

LEADERSHIP

Ashley Hoppes, *Educational Paraprofessional*

Just a few short weeks into the 2025-2026 school year, Ashley has emerged as a leader within my classroom. She supports students in the general education classroom and building professional relationships within the school building. Ashley is a strong advocate for our students. Proud to have her on my team!
- Kimmy Dauksha, Autism Support Teacher

SERVICE

Rebecca Dixon, *Help Desk Specialist*

I would like to give a heartfelt thank you to Rebecca Dixon from the CAIU Helpdesk. Rebecca's knowledge, dedication, and positive attitude shine through in every interaction. No matter the challenge, she consistently goes above and beyond to ensure problems are resolved quickly and effectively—all while greeting us with a smile. Our team runs better because of Rebecca's reliability, expertise, and genuine care—thank you, Rebecca, for all you do!
- Mary Maronic, Educational Services Department Coordinator

EXPERTISE

IT Team

The TaC sincerely appreciates the outstanding service provided by the Information Technology team. We have consistently been impressed with their expertise, efficiency, and dedication. We commend the team for their ability to anticpate issues and provide timely resolution to problems. The IT team and has had a significant positive impact on our productivity and morale. THANK YOU!
- Training and Consultation Team

DEDICATION

Dayna Fessler, *Classroom EPP*

Dayna is the glue of Room 256 at Hill Top! She is willing to do everything to keep the room rolling. Collecting data, cleaning the room, ordering things for the room, and sometimes pinch hitting to teach lessons! She rocks!!!
- Todd Witters, Teacher

Save the Date!

Central Pennsylvania Student Services Institute (CPSSI)

The Capital Area Intermediate Unit, Capital Area School Counselor Association, and Shippensburg University (with sponsor, Cartwheel) have teamed up to bring Student Services best practices within behavioral threat assessment and student safety. The Central Pennsylvania Student Services Institute (CPSSI) will be held at Shippensburg University on March 6, 2026 from 8:00am-3:30pm. CEs and NBCC credits are free.



This Year's Theme:



Target Audience: *School Counselors, Social Workers, Nurses, Mental Health Professionals, Administrators, School Psychologists*

Date: Friday, March 6, 2026

Location: Shippensburg University, CUB

Time: 8:00am - 3:30pm

caiu
Capital Area Intermediate Unit