



# Derry Township School District Board of Directors Meeting – August 11, 2014 Summary Minutes - II

## *Roll Call*

**Members in attendance:** Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett

**Non-Voting Members in attendance:** Joseph McFarland, Jason Reifsnnyder

**Members not in attendance:** Jayanth Franklin

**Staff/Public in attendance:** Stacy Winslow, Lee Vasiliades, Cindy Banducci, Annmarie Schupper, Lisa Sviben Miller, Mike Knause, Adam Firestone

**Media in attendance:** Myla Merkel – *The Sun*

## **1. OPENING ITEMS**

### **1.1 Call to Order**

**Minutes:** The August 11, 2014 meeting of the Derry Township Board of School Directors was called to order by Mrs. Sheehan at 7:07 p.m.

### **1.2 Roll Call**

### **1.3 Flag Salute**

### **1.4 Approval of Board of Directors Agenda**

**Minutes:** Following a motion by Mr. Barrett and a second by Mrs. Eby the Board Agenda for the evening's meeting was approved.

## **2. INFORMATIONAL AND PROPOSALS**

### **2.1 Announcement of Executive Session**

**Minutes:** The Board met in Executive Session prior to this meeting and immediately after this meeting to discuss employment issues, labor relations and arbitrations, and in consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.

### **2.2 Recognition of Citizens (Agenda Items)**

**Minutes:** There were no citizens that asked to be recognized.

### **2.3 Community Correspondence Report**

**Minutes:** There were a total of five Community Correspondences during the months of June and July.

## **2.4 Anticipated Agenda Items for the Next Board of Directors Meeting**

1. Student Representative(s) Report
2. Approval of August 11, 2014 Board of Directors Summary Minutes
3. Standing Committee Report
4. Approval of July 2014 Finance Report
5. Hershey Christian Food Services Agreement
6. Requests for Payment
7. Requests for the Use of Facilities
8. Personnel
9. Staff Development

**Minutes:** The anticipated agenda items for the August 25, 2014 meeting of the Derry Township Board of School Directors were reviewed.

## **3. UNFINISHED BUSINESS**

### **4. CONSENT AGENDA ITEMS**

**Minutes:** Following a motion by Mrs. Eby and a second by Mr. Barrett the consent agenda items were approved.

#### *Vote Results*

<b>Aye</b>	8	Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
<b>No</b>	0	
<b>Abstain</b>	0	
<b>Not Cast</b>	1	Jayanth Franklin

#### **MOTION CARRIED**

### **4.1 Approval of Summary Board of Directors Meeting Minutes - II - August 11, 2014**

#### **4.2 Approval of Contract of Services - PA Educator**

The Administration recommended the approval of the Contract of Services for PA Educator starting July 1, 2014 through June 30, 2015.

#### **4.3 Approval of Letter of Agreement Between DTSD and CAIU**

The Administration recommended the approval of the Letter of Agreement between Derry Township School District and The Capital Area Intermediate Unit for reading instructional services in accordance with the Title I reading program at: St. Margaret Mary School starting September 1, 2014 through August 31, 2015.

#### **4.4 Addendum to existing agreement with Sungard Public Sector Inc/One Call Now High Speed Messaging**

The Administration recommended the approval of the addendum to the existing agreement with Sungard Public Sector, Inc./One Call Now - High Speed Messaging.

#### 4.5 Requests for Payment - Construction Projects

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

##### **2014-2015 Fiscal Year**

##### **Hershey Middle School**

1. Garland/DBS, Inc.(General Contractor)  
Draw No. 59 \$277,090.63

##### **2013-2014 Fiscal Year**

##### **Hershey Middle School**

2. Professional Roof Services, Inc.  
Invoice No. 5218 \$400.00  
Invoice No. 5188 \$800.00

##### **Hershey High School Roof**

3. Professional Roof Services, Inc.  
Invoice No. 5219 \$2,000.00  
Invoice No. 5190 \$3,200.00

##### **District Office Server Room**

4. Premier Construction Group, Inc.  
Invoice No. 2014051-1 \$6,586.00
5. Simplex Grinnell LP  
Invoice No.40694377 \$31,352.00

##### **District Security Cameras Upgrade**

6. Triangle Communications Inc.  
Invoice No. 154301-IN \$24,894.04

##### **Facility Master Planning**

7. Fanning/Howey Associates  
Invoice No. 1090636 \$12,658.75

#### 4.6 Requests for the Use of School Facilities

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

**Group:** **Disabled America Veterans Chapter 48 Hershey**  
*Date/Time:* 2nd Tuesday of each month, September 9, 2014 - May 12, 2015; 6:30 - 9:00 pm  
*Requested Facility:* High School Library Conference Room  
*Event:* Monthly Meeting  
*Fee:* None

**Group:** **Trojan Youth Wrestling**  
*Date/Time:* October 4, 2014; 7:00 am - 5:00 pm  
*Requested Facility:* High School Gym, Cafeteria, Kitchen and Restrooms  
*Event:* Wrestling Tournament  
*Fee:* Gym Rental: 20 hours at \$80 = Approx \$1600  
Custodian: 24 hours at \$39.14 = Approx \$939  
Head Cook: \$38.76 per hour

**Group:** **Trojan Youth Wrestling**  
*Date/Time:* October 15, 2014; 6-8 pm  
*Requested Facility:* High School Mat Room  
*Event:* Hershey Youth Wrestling Registration  
*Fee:* None

**Group:** **Trojan Youth Wrestling**  
*Date/Time:* Saturday, 12/20/14 from 4:00 - 7:00 pm Set up;  
Sunday, 12/21/14 from 7:00 am - 5:00 pm  
*Requested Facility:* High School Gym, Cafeteria, Kitchen and Restrooms  
*Event:* Wrestling Tournament  
*Fee:* Gym Rental: 10 hours at \$80 = Approx. \$800  
Custodian: 15 hours at \$39.14 - Approx. \$587  
Head Cook: \$38.76 per hour

**Group:** **Trojan Youth Wrestling**  
*Date/Time:* Friday, 1/30/15 from 9:00 - 11:00 pm for Set Up  
Sunday, 2/1/15 from 7:00 am - 3:00 pm  
*Requested Facility:* High School Gym, Cafeteria, Kitchen & Restroom  
*Event:* Wrestling Tournament  
*Fee:* Gym Rental: 8 hours at \$80 = Approx. \$640  
Custodian: 9 hours at \$39.14 = Approx. \$352

Head Cook: \$38.76 per hour

**Group:** **Hershey Soccer Club**  
**Date/Time:** September 1 - November 15, 2014  
Weekdays - 5:30 - 8:00 pm  
Weekends - 9:00 am - 6:00 pm  
**Requested Facility:** Middle School Soccer Field  
**Event:** Soccer practices and games for Hershey Soccer Club U-12  
- U-18 and O-30 - O-40 Teams  
**Fee:** None

#### **4.7 Approval of Policies (Reaffirmation)**

The Administration recommended 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:

- 611.1 Requisitions and Purchase Order
- 617 Petty Cash
- 625.1 Capital Reserve Fund
- 907 School Visitors

#### **4.8 Approval of Policies**

The Administration recommended the approval of the following policies of the Derry Township School District Policy Manual which have been on display in the following locations: Hershey Public Library, District Office, and the Derry Township School District Website.

- 620.1 Credit Cards
- 625 Maintenance of Fund Balance
- 718 Service Animals in Schools
- 801 Public Records
- 808 Food Services
- 808.1 Free Reduced Price Meals
- 810 Transportation
- 906 Public Complaints
- 916 Volunteers

#### **4.9 Approval to Revoke Policy**

The Administration recommended the approval to revoke the following policy of the Derry Township School District Policy Manual which has been on display in the following locations: Hershey Public Library and the District Office. In addition, it can be accessed on the school's website by going to Board of School Directors, and then Policy.

- 707.1 Recreational Conveyances

#### **4.10 Approval of Policy (New)**

The Administration recommended the approval of the proposed policy of the Derry Township School District Policy Manual which has been on display in the following locations - Hershey Public Library, District Office, and Derry Township School District's website.

- 920 Athletic Hall of Fame

#### **4.11 Approval of Board Operating Guidelines**

The Administration recommended the approval of the following Derry Township School District Board Operating Guidelines which have been on display in the following locations: Hershey Public Library, District Office, and the Derry Township School District's Website.

- Officer Duties (005-BOG-0)
- Standing Committees (005-BOG-1)
- Function of Standing Committees (005-BOG-2)
- Board Relations (005-BOG-3)
- Board Minutes (006-BOG-1)

### **5. NEW BUSINESS**

#### **5.1 Personnel – Resignations**

The Administration recommended the approval of the following resignations:

##### **Professional:**

##### **Hornung, Carol**

Special Education Teacher  
High School  
Reason: Retirement  
Effective: 08/17/2014

##### **Kochel, Cheryl**

Family and Consumer Science Teacher  
Middle School  
Reason: Retirement  
Effective: 08/01/2014 (retroactive)

##### **Langue, Jordan**

Computer Education Teacher  
Middle School  
Reason: Personal  
Effective: 08/06/2014 (retroactive)

##### **Classified:**

##### **Cray, Andrea**

Cafeteria/Recess Aide  
Elementary School  
Reason: Personal  
Effective: 08/08/2014 (retroactive)

**Kennedy, PamMarie**  
General Food Service Worker  
High School  
Reason: Retirement Disability  
Effective: 07/30/2014 (retroactive)

**Leeper, Charlene**  
General Food Service Worker  
High School  
Reason: Personal  
Effective: 08/01/2014 (retroactive)

**Templin, Lawrence**  
Bus Driver  
District-wide  
Reason: Retirement  
Effective: 07/30/2014 (retroactive)

**Limited Service Contract:**

**Bucher, Brandon**  
Head Varsity Wrestling Coach  
High School  
Reason: Personal  
Effective: 08/06/2014 (retroactive)

**Minutes:** Following a motion by Mr. Shiflett and a second by Mr. Hancock the Personnel - Resignations items were approved.

**5.2 Personnel - General**

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

**Act 93:**

**Dorsey, Tara**  
10 Month Assistant Principal  
High School  
Salary: \$72,750  
Effective: To Be Determined

**McKonly, Michael \***  
Interim Athletic Director  
District-wide  
Salary: \$50.00 per hour  
Effective: 08/12/2014

**Professional:**

**Cassidy, Leigh** (for Tricia Fisher)

School Counselor

High School

Long Term Substitute

Bachelors, Step 1

Salary: \$45,381.25 plus 9 additional contract days (per diem) (pending HEA Agreement)

Effective: 08/12/2014 through the end of the 2014-2015 school year

**Stone, Stephanie** (for Brianna Crowley)

Part-time English Teacher

High School

Long Term Substitute

Bachelors, Step 1

Salary: \$45,381.25 (pro-rated) (pending HEA Agreement)

Effective: 08/12/2014 through the end of the 2014-2015 school year (pending receipt of Act 151 clearance)

**Transfer of Professional Staff:**

**Moll, Kyle \***

From: Special Education Teacher

Middle School

To: Special Education Teacher

High School

Effective: 08/18/2014

**Classified:**

**Barry, Deborah** (New Position)

Study Hall Monitor

High School

Level A: 3.75 hours per day

Salary: \$13.53 per hour

Effective: 08/25/2014 (pending receipt of Act 151 clearance)

**Fazenbaker, Stacy \***

Substitute Custodian

District-wide

Salary: \$13.83 per hour

Effective: 08/25/2014



**Longreen, Danette** (replacing Amy Yengo)

Library Aide

Early Childhood Center

Level A: 5.75 hours per day

Salary: \$14.18 per hour

Effective: 08/25/2014 (pending receipt of Act 34, 151, and 114 clearances)

**Malik, Aparna**

Substitute Cafeteria/Recess Aide

Elementary School

Salary: \$11.01 per hour

Effective: 08/25/2014

**Mock, John**

Substitute Cafeteria/Recess Aide

Elementary School

Salary: \$11.01 per hour

Effective: 08/25/2014 (pending receipt of Act 34, 151 and 114 clearances)

**Shank, Jody**

Substitute Cafeteria/Recess Aide

Elementary School

Salary: \$11.01 per hour

Effective: 08/25/2014 (pending receipt of Act 34, 151, and 114 clearances)

**Winters, Kristina** (replacing Andrea Cray)

Cafeteria/Recess Aide

Elementary School

Level A: 3.0 hours per day

Salary: \$12.63 per hour

Effective: 08/25/2014 (pending receipt of Act 34, 151, and 114 clearances)

**Transfer of Classified Staff:**

**Taylor, Margaret \***

From: Substitute Teachers' Aide

District-wide

To: Teachers' Aide (replacing Linda Edris)

High School

Level A: 5.75 hours per day

Salary: \$13.66 per hour

Effective: 08/18/2014

**Wetzel, Kimberly \***

From: Substitute General Food Service Worker

District-wide  
To: General Food Service Worker (replacing PamMarie Kennedy)  
High School  
Level A: 4.0 hours per day  
Salary: \$12.01 per hour  
Effective: 08/12/2014

**Limited Service Contracts:**

**Blase, Brian \***

Grade Level Coordinator - Grade 4  
Intermediate Elementary School  
Salary: \$1,750 (pending HEA Agreement)  
Effective: 08/18/2014

**Boyer, Allen \***

Technology Lead Teacher  
Elementary School  
Level III, Group E, Step 6  
Salary: \$1,471 (pending HEA Agreement)  
Effective: 08/18/2014

**Bressi, Suzanne \***

Summer School Secretary  
Elementary School  
Level I, Group I, Step 6  
Salary: \$981 (pending HEA Agreement)  
Effective: 01/05/2015

**Brittain, Leah \***

Grade Level Coordinator - Grade 2  
Primary Elementary School  
Salary: \$1,750 (pending HEA Agreement)  
Effective: 08/18/2014

**Dreher, Jeanine \***

Yearbook Advisor  
Intermediate Elementary School  
Level I, Group J, Step 15  
Salary: \$723.18 (pending HEA Agreement)  
Effective: 08/18/2014

Yearbook Advisor  
Primary Elementary School  
Level I, Group J, Step 15

Salary: \$723.18 (pending HEA Agreement)  
Effective: 08/18/2014

**Endicott, Danielle** (replacing Melanie Morin)  
Assistant Junior High Field Hockey Coach  
Middle School  
Level III, Group B, Step 7  
Salary: \$2,324 (pending HEA Agreement)  
Effective: 08/12/2014

**Janderchick, James \***  
Band Director  
Elementary School  
Level I, Group I, Step 15  
Salary: \$1,446 (pending HEA Agreement)  
Effective: 08/18/2014

Summer School Coordinator - Pre K-5  
Elementary School  
Level I, Group H, Step 6  
Salary: \$1,471 (pending HEA Agreement)  
Effective: 01/05/2015

Summer School Supervisor - Pre K-5  
Elementary School  
Level I, Group H, Step 6  
Salary: \$1,471 (pending HEA Agreement)  
Effective: 01/05/2015

**Longenecker, Gregg \***  
Grade Level Coordinator - Grade 5  
Intermediate Elementary School  
Salary: \$1,750 (pending HEA Agreement)  
Effective: 08/18/2014

**Miller, Tani \***  
Orchestra Strings Director  
Elementary School  
Level I, Group H, Step 11  
Salary: \$1,858 (pending HEA Agreement)  
Effective: 08/18/2014

**Ometz, Allison \***  
Songfest Director

Elementary School  
Level I, Group J, Step 6  
Salary: \$490 (pending HEA Agreement)  
Effective: 08/18/2014

**Westervelt, Karen \***  
Grade Level Coordinator - Grade 3  
Primary Elementary School  
Salary: \$1,750 (pending HEA Agreement)  
Effective: 08/18/2014

2. The Administration recommended the approval of the Mentor List for the 2014-2015 school year as attached.
3. The Administration recommended the approval of the following Substitute List for the 2014-2015 school year as attached.

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

**Minutes:** Following a motion by Mr. Barrett and a second by Mrs. Eby the Personnel - General with the exception of the study hall monitors were approved.

*Vote Results*

<b>Aye</b>	8	Andrea Abruzzo, Chris Barrett, Hank Donahue, Heidi Eby, Bruce Hancock, Julie Neal, Maryellen Sheehan, Brian Shiflett
<b>No</b>	0	
<b>Abstain</b>	0	
<b>Not Cast</b>	1	Jayanth Franklin

**MOTION CARRIED**

Following a motion by Mrs. Eby and a second by Mrs. Donahue the study hall monitor position was approved.

*Vote Results*

<b>Aye</b>	5	Hank Donahue, Heidi Eby, Bruce Hancock, Julie Neal, Brian Shiflett
<b>No</b>	3	Andrea Abruzzo, Chris Barrett, Maryellen Sheehan
<b>Abstain</b>	0	
<b>Not Cast</b>	1	Jayanth Franklin

**MOTION CARRIED**

**6. DELEGATES REPORTS**

**7. SPECIAL REPORTS**

### **7.1 Board Members' Report**

**Minutes:** The following members provided reports to the Board:

- Mr. Shiflett - PSBA Value Pass
- Mrs. Eby - Derry Township Rezoning Questions

### **7.2 Superintendent's Report**

**Minutes:** Mr. McFarland provided the Board with the following updates:

- DTSD National Night Out
- Opening Week(s) Events
- HS Roofing Project

### **7.3 Board President's Report**

**Minutes:** Mrs. Sheehan provided the Board with the following updates:

- Downtown Hershey Association Meeting
- Kickoff to the new school year

## **8. RECOGNITION OF CITIZENS**

**Minutes:** There were no citizens that asked to be recognized.

## **9. ADJOURNMENT**

**Minutes:** Following a motion by Mrs. Eby and a second by Mr. Barrett the meeting was adjourned at 7:51 p.m.

Respectfully submitted,

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Michael Frentz  
Secretary to the Board  
Approved at the August 25, 2014 meeting

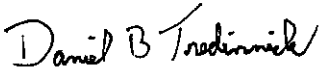


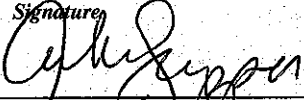
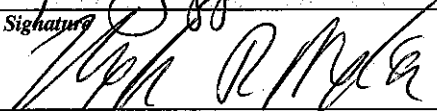
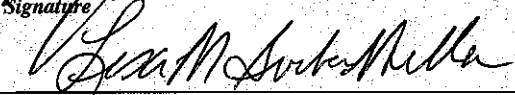

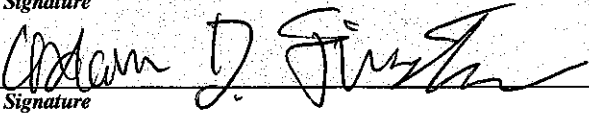
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Maryellen B. Sheehan  
President of the Board of Directors

JWR

Derry Township School District  
School Board Meeting  
August 11, 2014

Please Sign In AND Print Your Name

Signature	Printed Name
	Dan Tredinnick
	Lee VASILIADIS
	Cindy Banducci
	ANNMARIE SCHUPPER
	Myla R. Meloni
	Lisa M Sviba Miller
	MIKE KRAUSE
	Adam D Firestone
Signature	Printed Name
Signature	Printed Name
Signature	Printed Name
Signature	Printed Name
Signature	Printed Name

## 2014-2015 Mentors

<b>Name</b>	<b>Position</b>	<b>Level</b>
Shari Taylor-Stuckey	Mentor to Stephanie Stone, PT English Teacher LTS	Yr. 1
Holly Miller	Mentor to Jessica Gustafson, HS Mathematics Teacher	Yr. 1
Tamsin Scola	Mentor to Jessica Snyder, HS Health/PE Teacher LTS	Yr. 1
Kathleen Blum	Mentor to Julia Ritchey, Grade 2 Teacher LTS	Yr. 1
Renee Owens	Mentor to Abigail Eggert, MS Communication Arts Teacher	Yr. 1
Brian Blasé	Mentor to Kendra Reem, Grade 4 Teacher LTS	Yr. 1
Kathleen Henneman	Mentor to Alexandra Diamantoni, Reading Specialist LTS	Yr. 1
Jason Ambler	Mentor to Adelia Edwards, HS PT Biology Teacher LTS	Yr. 1