

DTSD Board of Directors Summary Minutes VII - October 22 2018 ____ 2

Sign In Sheet - October 22, 2018 _____ 14

**Derry Township School District
Board of Directors Meeting
October 22, 2018
Summary Minutes - VII**

1. OPENING ITEMS

a. Call to Order

Minutes

The meeting was called to order by Mrs. Sicher at 7:05 pm

b. Roll Call

Members in Attendance: John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Tricia Steiner, Terry Singer

Member Absent: None

Non-Voting Members in Attendance: Joe McFarland, Mike Frenz

Staff/Public in Attendance: Dan Tredinnick, Jason Reifsnyder

c. Flag Salute

d. Approval of Board of Directors Agenda

Approval of the October 22, 2018 Derry Township School District Board of Directors Agenda.

Minutes

Following a motion by Mrs. Memmi and a second by Ms. Drew the agenda for the evening's meeting was approved.

Vote Results

Yea:	9	John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	0	

2. INFORMATIONAL AND PROPOSALS

a. Presentation: Granada Property Funding Options

Minutes

Brad Remig with PFM Financial Management and Lou Verdelli with RBC Capital updated the Board on funding options for the Granada Roof/Exterior project.

b. President Communications

Minutes

Mrs. Sicher announced that the Board met in Executive Session prior to this meeting to discuss:

- Matters of personnel
- Consultation with attorneys

c. Recognition of Citizens (Agenda Items)

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda. Those who speak are asked to come to the microphone and state your name and address for the record. To provide other residents with an opportunity to speak, each speaker during the public comment portion is limited to five (5) minutes of speaking time once recognized and limited to one opportunity to address the Board during each of the public comment periods. If necessary, the Board may set a maximum time for the public comment portion of any meeting. Speakers are asked to review the protocol for addressing the Board which can be found at the sign in table prior to speaking. Those wishing to present private concerns or questions needing follow-up outside of the Board meeting are asked to fill out a contact card, which can be found at the podium. Completed cards may be turned in to members of the administration to facilitate a reply.

Minutes

The following citizens were recognized by the Board of Directors:

- None

d. Standing Committee Meeting Report

Minutes

- Mrs. Steiner reported that the Policy Standing Committee met on October 15, 2018 and the following items were discussed:
 - Policies 632.1 TIF, 121.1 Foreign Travel, 913 Non-school Organizations/Groups/Individuals, 913.1 Commercial Partnerships and Sponsorships, 707 Use of Facilities, 249 Bullying/Cyberbullying and a draft Policy titled Gender Identity and Expression.
- Mr. Singer reported that the Finance Committee met prior to this evenings meeting and the following items were discussed:
 - Introduction of new citizen advisers
 - 2017-2018 Actual unaudited financial information
 - Established Committee Goals
- Mr. Singer reported that the Athletics and Activities Standing Committee met prior to this evenings meeting and the following items were discussed:
 - Introduction of new citizen advisers
 - Reviewed and prioritized 2018-2019 committee goals

e. 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

Mr. Gavazzi and Mr. Mongia reported on activities that occurred in the District over the past two weeks.

f. Anticipated Agenda Items for the Next Board of Directors Meeting

The following items will be on the Agenda for the November 12, 2018 Public Board of Directors Meeting:

1. Approval of October 22, 2018 Board of Directors Summary Minutes
2. Presentation: Data Presentation

3. Eckert Seamans Engagement Letter
4. Requests for the Use of Facilities
5. Personnel
6. Staff Development

Minutes

The anticipated agenda items for the November 12, 2018 Public Board of Directors Meeting were reviewed.

3. UNFINISHED BUSINESS

4. CONSENT AGENDA ITEMS

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

Minutes

Mr. Singer made a motion seconded by Mrs. Memmi to approve the consent agenda items as listed. Mrs. Sicher made the following amended motion for exceptions, which was accepted, to remove Men's Senior Basketball, Joy of Sports Foundation, and Hershey Youth Basketball from item d. of the consent agenda. The amended motion was approved.

Vote Results

Yea:	9	John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	0	

a. Approval of October 8, 2018 Summary Board of Directors Meeting Minutes

b. Approval of September 2018 Finance Report

1. The Treasurer's Report for the month ending September 30, 2018 is summarized as follows:

General Fund Revenue	\$18,710,377
General Fund Expenditures	4,633,018
Balance of Cash Plus Investments (Includes Capital Reserve)	48,393,113

2. The listed schedule of investment transactions for the period beginning September 1, 2018 through September 28, 2018, has total interest earnings of \$17,702 comprised of the following:

General Fund	16,258
Capital Reserve	1,384
Granada Property	60

The average interest rate for September 2018 was .57%

3. The September 2018 expenditures for the paid bills for all funds total \$1,875,831 excluding net payroll, retirement contributions, and debt service.
4. The October 2018 expenditures for the unpaid bills for all funds total \$1,562,282 excluding net payroll, retirement contributions, and debt service.
5. Estimated expenditures of the General Fund for the month of October 2018 are in the following amounts:

Operating Expenses	\$1,000,000
Utilities	112,300
Net Payroll (2 pays)	1,547,000
Employer Provided Insurance	400,400
Payroll Deductions	747,000
Employer Payroll Taxes (FICA/RET)	176,000
Debt Service	<u>0</u>
Total Estimated Expenditures	\$3,982,700

c. Approval of Budget Transfers

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

The Administration recommends the Board authorize the October 2018 budget transfers.

d. Request for the Use of School Facilities with Waiver

The Administration recommends the approval of the following Request for the Use of School Facilities with waiver:

Group: Men's Senior Basketball

Date/Time: November 1, 2018 - October 31, 2019
5:30 p.m. - 7:30 p.m.

Requested Facility: Elementary School Gym
Only half of gym with divider, gym use only, no showers

Event: Pick-up Games

***Fee:** Gym: \$40/hour 1/2 gym

* Request for Waiver of Facility Fees: Approximately \$7,680 (Letter Attached)

Group: Hershey Cub Scout Pack 65

Date/Time: November 8, 2018

December 13, 2018
6:00 p.m. - 8:00 p.m.

Requested Facility: Elementary School MPR

Event: Meetings

**Fee:* MPR: \$35/hour (Approximately \$140.00)

* Request for Waiver of Facility Fees: Approximately \$140.00 (Letter Attached)

Group: Joy of Sports Foundation

Date/Time: November 25, 2018
December 2, 9, 16, 2018
6:30 p.m. - 8:30 p.m.

Requested Facility: Middle School Gym

Event: Co-Ed Recreational Volleyball for DTSD High School Students

** Fees:* Gym: \$80/hour (Approximately \$640.00)
Custodian: \$39.95/hour (Approximately \$479.40)

* Request for Waiver of Facility and Custodial Fees: Approximately \$1,119.40 (Letter Attached)

Group: Hershey Boys' Basketball Boosters

Date/Time: February 9, 2019
7:30 a.m. - 8:00 p.m.
February 10, 2019
7:30 a.m. - 6:00 p.m.

Requested Facility: High School Gym, Lobby
Middle School Gym, Lobby
Early Childhood Center Gym, Lobby

Event: Chocolatetown Youth Basketball Tournament

** Fees:* Gym: \$80/hour (Approximately \$5,280)
Custodian: \$39.95/hour per school (Approximately \$2,876)

* Request for Waiver of Facility and Custodial Fees: Approximately \$5,280 (Letter Attached)

Group: Hershey Youth Basketball Association

Facility/Date/Time: Early Childhood Center Gym
November 8, 29, 2018
6:00 p.m. 9:00 p.m.
Monday - Friday

December 3, 2018 - March 1, 2019
6:00 p.m. - 9:00 p.m.

Saturdays

December 8, 2018 - March 2, 2019
9:00 a.m. - 6:00 p.m.

Not available February 9, 2019

Elementary School Gym

Monday - Friday

December 3, 2018 - March 1, 2019
6:00 p.m. - 9:00 p.m.

Tuesday and Thursday (half gym)

December 3, 2018 - March 1, 2019
6:00 p.m. - 9:00 p.m.

Saturday

December 8, 2018 - March 2, 2019
9:00 a.m. - Noon

Middle School Gym

Monday - Friday (Jr. High Games may run over)

December 3, 2018 - March 1, 2019
6:00 p.m. - 9:00 p.m.

Saturday

December 8, 2018 - March 2, 2019
Noon - 3:00 p.m.

Sunday

December 2, 2018 - March 3, 2019
1:00 p.m. - 6:00 p.m.

Not available 2/10/2019

High School Gym

December 2, 2018 - March 3, 2019
1:00 p.m. - 6:00 p.m.

Not available 12/16/2018, 1/6/2019, 2/10/2019

Event: Hershey Youth Basketball Practices and Games

**Fees:* Gyms: \$80/hour (Approximately \$28,500.00)
Custodial: \$39.95/hour (for weekends)

** Requesting Waiver of Facility Fees: Approximately \$28,500.00 (Letter Attached)*

Group: Ben and Tim Day Inc.

Date/Time: August 23, 2019
2:00 p.m. - 9:00 p.m.

August 24, 2019

6:00 a.m. - Noon

Requested Facility: High School Cafeteria, Restrooms

Event: Spaghetti Dinner (August 23, 2019)
5K & 1 Mile Fun Run (August 24, 2019)

**Fees:* Cafeteria: \$55/hour (Approximately \$385)
Custodian: \$39.95/hour (Approximately \$239.70)

** Requesting Waiver of Facility and Custodial Fees: Approximately \$624.70 (See attached letter)*

e. Announcement of Staff Development Conference

<i>Staff Member:</i>	Allison Mackley
<i>Conference:</i>	South by Southwest Conference
<i>Location:</i>	Austin, TX
<i>Dates:</i>	March 3-6, 2019
<i>Expenses:</i>	\$998.00

f. Request for Use of Facilities with Waiver - Men's Senior Basketball

The Administration recommends the approval of the following Request for the Use of School Facilities with waiver:

Group: Men's Senior Basketball

Date/Time: November 1, 2018 - October 31, 2019
5:30 p.m. - 7:30 p.m.

Requested Facility: Elementary School Gym
Only half of gym with divider, gym use only, no showers

Event: Pick-up Games

****Fee:*** Gym: \$40/hour 1/2 gym

**** Request for Waiver of Facility Fees: Approximately \$7,680 (Letter Attached)***

Minutes

Ms. Drew made a motion seconded by Dr. Cronin to approve the Request of Use of Facilities with waiver for the Men's Senior Basketball group for the period of November 1, 2018 through December 31, 2018 only, the motion was approved.

Vote Results

Yea:	9	John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	0	

g. Request for Use of Facilities with Waiver - Joy of Sports Foundation

The Administration recommends the approval of the following Request for the Use of School Facilities with waiver:

Group:	Joy of Sports Foundation
Date/Time:	November 25, 2018 December 2, 9, 16, 2018 6:30 p.m. - 8:30 p.m.
Requested Facility:	Middle School Gym
Event:	Co-Ed Recreational Volleyball for DTSD High School Students
* Fees:	Gym: \$80/hour (Approximately \$640.00) Custodian: \$39.95/hour (Approximately \$479.40)
	* Request for Waiver of Facility and Custodial Fees: Approximately \$1,119.40 (Letter Attached)

Minutes

Mrs. Memmi made a motion seconded by Mrs. Steiner to approve the Joy of Sports Foundation Request for Use of Facility with Waiver. Following an amended motion by Mrs. Sicher seconded by Dr. Cronin to waive only the facility fee, the amended motion was approved.

Vote Results

Yea: 9	John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay: 0	
Abstain: 0	
Not Cast: 0	

h. Request for Use of Facilities with Waiver - Hershey Youth Basketball Association

The Administration recommends the approval of the following Request for the Use of School Facilities with waiver:

Group:	Hershey Youth Basketball Association
Facility/Date/Time:	Early Childhood Center Gym November 8, 29, 2018 6:00 p.m. 9:00 p.m.
	Monday - Friday December 3, 2018 - March 1, 2019 6:00 p.m. - 9:00 p.m.
	Saturdays December 8, 2018 - March 2, 2019 9:00 a.m. - 6:00 p.m. Not available February 9, 2019
	Elementary School Gym Monday - Friday December 3, 2018 - March 1, 2019 6:00 p.m. - 9:00 p.m.

	Tuesday and Thursday (half gym) December 3, 2018 - March 1, 2019 6:00 p.m. - 9:00 p.m.
	Saturday December 8, 2018 - March 2, 2019 9:00 a.m. - Noon
	Middle School Gym Monday - Friday (Jr. High Games may run over) December 3, 2018 - March 1, 2019 6:00 p.m. - 9:00 p.m.
	Saturday December 8, 2018 - March 2, 2019 Noon - 3:00 p.m.
	Sunday December 2, 2018 - March 3, 2019 1:00 p.m. - 6:00 p.m. Not available 2/10/2019
	High School Gym December 2, 2018 - March 3, 2019 1:00 p.m. - 6:00 p.m. Not available 12/16/2018, 1/6/2019, 2/10/2019
Event:	Hershey Youth Basketball Practices and Games
*Fees:	Gyms: \$80/hour (Approximately \$28,500.00) Custodial: \$39.95/hour (for weekends)
	<i>* Requesting Waiver of Facility Fees: Approximately \$28,500.00 (Letter At</i>

Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi the Request for Use of Facilities with waiver for the Hershey Youth Basketball Association was approved.

Vote Results

Yea:	9	John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	0	

5. NEW BUSINESS

a. Personnel – Resignations

The Administration recommends the approval of the following resignations:

Act 93:

Dorsey, Tara

Assistant Principal - 10 Month

Middle School

Reason: Personal

Effective: 12/31/2018

Professional:

Armagost, Alyssa

Special Education Teacher Long-Term Substitute

Primary Elementary School

Reason: Personal

Effective: 10/19/2018 (retroactive)

Classified:

Longenecker, Kathleen

Bus Driver

District-wide

Reason: Personal

Effective: 10/10/2018 (retroactive)

Peters, Nicole

Administrative Assistant

Food Services

Reason: Personal

Effective: 10/18/2018 (retroactive)

Minutes

Following a motion by Dr. Cronin and a second by Mrs. Memmi the Personnel - Resignations were approved.

Vote Results

Yea:	9	John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	
Not Cast:	0	

b. Personnel - General

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

Transfer of Classified Staff:

Abdelhafez, Manar*

Paraprofessional

From: Primary Elementary School

To: Early Childhood Center (replacing Lesley Beyer)
Level A: 5.75 hours per day
Salary: \$16.59 per hour
Effective: 10/09/2018 (retroactive)

Fisher, Jill*

From: Substitute Administrative Assistant
District-wide
To: Student Services Specialist (replacing Bonita Croyle)
Elementary School
Full-time, 7.5 hours per day
Salary: \$19.11 per hour
Effective: 10/23/2018

Limited Service Contract:

Wolfe, Amy*

Mentor to Kayla Horn, HS Mathematics Teacher LTS
High School
Salary: \$500
Effective: 10/23/2018

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

Haldeman, Katherine*

Paraprofessional (Self-Contained Classroom)
Early Childhood Center
Uncompensated Leave
Effective: 11/04/2018 through 11/16/2018

Leister, Michael*

Bus Driver
District-wide
Uncompensated Leave
Effective: approximately 11/14/2018 through 02/28/2019

3. The Administration recommends the approval of the Limited Service Contract List of Winter Coaches for the 2018-2019 school year as attached.

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

Minutes

Following a motion by Mrs. Memmi and a second by Mrs. Drew the Personnel - General items were approved.

Vote Results

Yea:	9	John Abel, Donna Cronin, Lindsay Drew, Judy Haverstick, Maria Memmi, Lewis Shaw, Kathy Sicher, Terry Singer, Tricia Steiner
Nay:	0	
Abstain:	0	

Not Cast: 0

6. SPECIAL REPORTS

a. Board Members' Report

Minutes

Mrs. Steiner, Ms. Drew and Mrs. Haverstick reported on their experiences at the PSBA Leadership Conference.

b. Superintendent's Report

Minutes

Mr. McFarland congratulated the Derry Township School District Transportation Department for taking 5th place in the Hershey Halloween Parade.

c. Board President's Report

Minutes

Mrs. Sicher reported on her experience at the PSBA Leadership Conference and reminded Board members of the Board Retreat to be held on November 13, 2018.

7. 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 come to the microphone and follow the same guidelines outlined at the initial public comment portion of our meeting.

Minutes

The following citizens were recognized by the Board:

- None

8. ADJOURNMENT

Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi the meeting was adjourned at 8:57 pm.

Respectfully submitted,

Michael Frentz
Secretary to the Board
Approved November 12, 2018

Kathy Sicher
President of the Board of Directors

Derry Township School District
School Board Meeting
October 22, 2018

Please Sign In AND Print Your Name

Signature

Printed Name

Daniel B Tredinnick

Dan Tredinnick

Signature

Printed Name

Signature

Printed Name

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