

Derry Township School District
Board of Directors Meeting
July 25, 2016
Summary Minutes - I

1. OPENING ITEMS

a. Call to Order

Minutes

The meeting was called to order by Brian Shiflett at 7:05 PM.

b. Roll Call

Present: Heidi Eby, Jayanth Franklin, Maria Memmi, Jennifer Mysel, Julie Neal, Brian Shiflett, Kathy Sicher, Terry Singer

Absent: Chris Barrett

Non-Voting Members: Joseph McFarland

Staff/Public: Mike Frentz, Dan Tredinnick, Stacy Winslow, Jason Reifsnyder, Dale Reimann, Scott Govern, Mike Knause

Solicitor: Kim R. Smith

Media: Monica von Dobeneck – *The Sun*

c. Flag Salute

d. Approval of Board of Directors Agenda

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Sicher the Board Agenda for the evening meeting was approved.

2. INFORMATIONAL AND PROPOSALS

a. Announcement of Executive Session

Minutes

The Board met in Executive Session prior to the evening meeting to discuss matters of personnel, labor relations and arbitrations, and consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.

b. Recognition of Citizens (Agenda Items)

Minutes

The following citizens were recognized by the Board of Directors:
None

c. Community Correspondence Report

Minutes

Mr. Tredinnick informed the Board that there were a total of six submissions during the month of June.

d. Finance/Budget Update

Minutes

Mr. Frentz provided the Board with a brief finance/budget update.

e. Change Orders

Minutes

Mr. McFarland and Mr. Frentz provided the Board with a brief change orders update.

Following a motion by Mr. Franklin and a second by Mrs. Sicher the Board authorized the Administration to enter into a Change Order Agreement with Garland DBS not to exceed \$8,700.00

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

1. Approval of July 25, 2016 Board of Directors Summary Minutes
2. Requests for the Use of Facilities
3. Personnel
4. Staff Development

Minutes

The anticipated agenda items for the August 8, 2016 meeting of the Derry Township Board of School Directors were reviewed.

3. UNFINISHED BUSINESS

a. Athletic Ad Hoc Committee

Minutes

The Board renewed discussion with regard to the Athletics Ad Hoc Committee. Following a motion by Mr. Franklin and a second by Mrs. Eby the Athletics and Activities Committee meetings were suspended and further discussion on the creation of an Ad Hoc Meeting is also suspended until the completion of the fall sports season.

Vote Results

Aye:	5	Brian Shiflett, Jayanth Franklin, Heidi Eby, Jennifer Mysel, Maria Memmi
No:	3	Terry Singer, Julie Neal, Kathy Sicher
Abstain:	0	
Not Cast:	1	Chris Barrett

MOTION CARRIED

4. CONSENT AGENDA ITEMS

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Mysel the consent agenda items were approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

a. Approval of June 27, 2016 Summary Board of Directors Meeting Minutes - XXIII

b. Approval of June 2016 Finance Report

1. The Treasurer's Report for the month ending June 30, 2016 was summarized as follows:

General Fund Revenue	\$3,562,015
General Fund Expenditures	6,078,614
Balance of Cash Plus Investments (Included Capital Reserve)	15,706,136

2. The listed schedule of investment transactions for the period beginning June 1, 2016 through June 30, 2016, had total interest earnings of \$622 comprised of the following:

Money Market	530
General Fund	4
Capital Reserve	88

The average interest rate for June 2016 was .04%

3. The June 2016 expenditures for the paid bills for all funds totaled \$2,952,344 excluding net payroll, retirement contributions, and debt service.

4. The July 2016 expenditures for the unpaid bills for all funds totaled \$1,155,188.

5. Estimated expenditures of the General Fund for the month of July 2016 were in the following amounts:

Operating Expenses	\$1,000,000
Utilities	95,800
Net Payroll (2 pays)	1,080,000
Employer Provided Insurance	484,300
Payroll Deductions	530,000
Employer Payroll Taxes (FICA/RET)	125,000
Debt Service	0
Total Estimated Expenditures	\$3,315,100

c. Approval of Textbook

The Administration recommended the approval of the following textbook for use in the 2016-2017 school year:

Elementary	
<i>Curricular Area:</i>	Mathematics
<i>Subject/Course:</i>	Elementary Mathematics
<i>Grade Level:</i>	3-5
<i>Title:</i>	Everyday Mathematics 4th Edition/EM4
<i>Publisher:</i>	McGraw Hill Education
<i>Author:</i>	Multiple - Max Bell
<i>Copyright:</i>	2015

The textbook was reviewed and approved at the June 13, 2016 Curriculum Council Meeting.

d. Requests for Payment

The Administration recommended the approval of the following payments from the Capital

Project Fund - Expenditures are part of the 5-Year Capital Plan:

Vendor	Amount	Project
Brightbill Body Works	286,263.00	Buses
Premier Construction	3,907.80	High School entrance doors
Integra One	61,266.80	High School Data Switches
CDW Government	1,720.80	High School Data Switches
Apple Inc	226,644.00	Replace Secondary MacBooks
Garland DBS	692,662.64	Elementary Roof
Total	1,272,465.04	

e. Request for the Use of School Facilities

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

Group: Hershey Soccer Club
Date/Time: Monday through Thursday and Sunday
July 5, 2016 - August 7, 2016
5:30 p.m. - 8:00 p.m.
(Retroactive)

Requested Facility: Middle School Grass Field

Event: Practices

Fee: None

f. Announcement of Staff Development Conference

Staff Members: Mary Coleman, Heather Davis Martz, Christen Manari

Conference: International Association for K-12 Online Learning iNACOL
Blended and Online Learning Symposium

Location: San Antonio, TX

Dates: October 25 - 28, 2016

Expenses: * \$2,512.33 (each)

* Grant Funded

5. NEW BUSINESS

a. Appoint Voting Delegates to PSBA Delegate Assembly

Minutes

The Board nominated Mrs. Neal and Mrs. Sicher to serve as voting delegates for the 2016 PSBA Delegate Assembly to be held on October 15, 2016.

b. Harrisburg Area Community College/Hershey High School Dual Enrollment

The Administration recommended the approval of the Memorandum of Understanding with Harrisburg Area Community College to offer dual enrollment course options through the Community College.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Neal the Memorandum of Understanding with Harrisburg Area Community College to offer dual enrollment course options through the community college was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

c. Approval of Extended Food Services Agreement - Lancaster Mennonite School 2016-2017

The Administration recommended the Board approve and ratify a further extension of agreement to provide food services to Lancaster Mennonite School - Hershey Campus for the 2016-2017 school year.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Mysel the Food Services Agreement with Lancaster Mennonite School for the 2016-2017 school year was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

d. Approval of Service Agreement with Capital Area Intermediate Unit

The Administration recommended the Board approve the Title I Non-Public School Instructional Service Agreement with the Capital Area Intermediate Unit for the 2016-2017 School Year.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Mysel the Title I Non-Public School Instructional Service Agreement with the Capital Area Intermediate Unit for the 2016-2017 school year was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

e. Approval of PSBA Professional Services Agreement

The Administration recommended the Board approve the Title I Non-Public School Instructional Service Agreement with the Capital Area Intermediate Unit for the 2016-2017 School Year.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Eby the Agreement for professional services with the Pennsylvania School Boards Association (PSBA) for PSBA's Administrative Regulations Manual and Toolkit was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

f. Approval of Service Agreement with Compliance Management International (CMI)

The Administration recommended the Board approve the Service Agreement with the Compliance Management International (CMI) in the amount of \$2,085.00 to collect and analyze drinking water samples from the Granada Property Building, ECC, Elementary School, Middle School, and High School.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Eby the Service Agreement with Compliance Management International (CMI) to collect and analyze drinking water samples was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

g. Approval of Natural Gas Agreement - South Jersey Energy

The Administration recommended the Board approve the 35-month agreement with South Jersey Energy for the purchase of natural gas starting with the August 1, 2016 meter read.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Eby the Service Agreement with South Jersey Energy for the purchase of natural gas was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

h. Replacement of Bobcat

The Administration recommended the Board approve the purchase of a Bobcat 3650 (4x4)

Diesel in the amount of \$16,203.80, net of trade, from Bobcat of Lancaster.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Mysel the purchase of a Bobcat 3650 (4X4) Diesel was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

i. Approval of Trane Building Automation System Service Agreement - Early Childhood Center

The Administration recommended the Board approve the 3-year Service Agreement with Trane for the Early Childhood Center effective July 1, 2016 in the total amount of \$18,364.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Memmi the Automation System Service Agreement with Trane for the Early Childhood Center was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

j. Approval of Trane Service Agreement - Elementary School

The Administration recommended the Board approve the 3-year Service Agreement with Trane for the Hershey Elementary School effective July 1, 2016 in the total amount of \$10,079.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Eby the Service Agreement with Trane for the Elementary School was approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:		
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

k. Approval of Trane Service Agreement - High School

The Administration recommended the Board approve the 3-year Service Agreement with Trane for the Hershey High School effective July 1, 2016 in the total amount of \$35,886.

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Eby the Service Agreement with Trane for the Hershey High School was approved.

Vote Results

Aye: 7 Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel,
Maria Memmi

No: 0

Abstain: 0

Not Cast: 2 Chris Barrett, Terry Singer

MOTION CARRIED

I. Personnel – Resignations

The Administration recommended the approval of the following resignations:

Act 93:

Kurtz, Matthew

Computer Technician

District-wide

Reason: Personal

Effective: 07/15/2016 (retroactive)

Professional:

Buerk, Erin

Elementary Teacher

Intermediate Elementary School

Reason: Personal

Effective: 06/29/2016 (retroactive)

Lister, Heather

Librarian

Middle School

Reason: Personal

Effective: 08/20/2016

Ometz, Allison

Music Teacher

Elementary School

Reason: Personal

Effective: 08/25/2016

Pierce, Kelly

Elementary Teacher

Early Childhood Center

Reason: Personal

Effective: 07/05/2016 (retroactive)

Ruhl, Douglas

Business Education Teacher

High School

Reason: Personal

Effective: 07/05/2016 (retroactive)

Classified:
Autenrieth, Wendy
Paraprofessional
High School
Reason: Personal
Effective: 07/15/2016 (retroactive)

Gardyas, Judy
Nurse Assistant/RN
Middle School
Reason: Personal
Effective: 06/24/2016 (retroactive)

Spandra, Joan
General Food Service Worker
Middle School
Reason: Retirement
Effective: 06/30/2016 (retroactive)

Waybright, Christopher
Custodian
High School
Reason: Personal
Effective: 07/21/2016 (retroactive)

Minutes

Following a motion by Mrs. Eby and a second by Mrs. Mysel the Personnel - Resignation items were approved.

m. Personnel – General

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

Act 93:

Nicholson, Jared (replacing Matthew Kurtz)
Computer Technician
District-wide
Salary: \$39,500 (pro-rated)
Effective: 08/08/2016

Schmidt, Lindsey (replacing Thomas Kramer)
10 Month Assistant Principal
Early Childhood Center
Salary: \$70,067.98 (pro-rated)
Effective: 07/26/2016

Professional:

Baaklini, Maxine (replacing Damian Gessel)
English Teacher
High School
Temporary Professional
Bachelors, Step 1

Salary: \$48,794
Effective: 08/16/2016

Dicker, Debra (for Emma Melhorn)
English Teacher
Middle School
Long Term Substitute
Bachelors, Step 1
Salary: \$48,794
Effective: 08/16/2016 through the end of the 2016-2017 school year

Classified:
Bressi, Joseph (New Position)
Intervention Support Aide
Elementary School
Level C: 7.5 hours per day
Salary: \$16.01 per hour
Effective: 07/26/2016

Croyle, Bonita (New Position)
Student Services Specialist
Elementary School
Full-time, 7.5 hours per day
Salary: \$18.43 per hour
Effective: 07/26/2016

Nies, Joseph (replacing Cynthia McCurdy)
General Food Service Worker
High School
Level A: 4.0 hours per day
Salary: \$12.65 per hour
Effective: 07/26/2016

Change in Hours for Classified Staff:

Farrell, Muriel*
Paraprofessional
High School
From: Level B: 6.5 hours per day
To: Level A: 5.75 hours per day
Effective: 07/26/2016

Huntzberger, Harlee*
Paraprofessional
High School
From: Level A: 5.75 hours per day
To: Level B: 6.5 hours per day
Effective: 07/26/2016

Marengo, Joshua*

Paraprofessional
High School
From: Level A: 5.75 hours per day
To: Level B: 6.5 hours per day
Effective: 07/26/2016

Olson, David*

Paraprofessional
Elementary School
From: Level A: 5.75 hours per day
To: Level B: 6.5 hours per day
Effective: 07/26/2016

Parish, Jenifer*

Paraprofessional
Elementary School
From: Level B: 6.5 hours per day
To: Level A: 5.75 hours per day
Effective: 07/26/2016

Sengerdy, Rebecca*

Paraprofessional
Middle School
From: Level B: 6.5 hours per day
To: Level A: 5.75 hours per day
Effective: 07/26/2016

Transfer of Classified Staff:

Gardysz, Judy*

From: Nurse Assistant/RN
Middle School
To: Substitute Nurse Assistant/RN
District-wide
Salary: \$25.05 per hour
Effective: 06/24/2016 (retroactive)

McCurdy, Cynthia*

General Food Service Worker
From: High School
To: Middle School (replacing Joan Spandra)
Effective: 07/26/2016

Miller, Nicole*

Paraprofessional
From: Elementary School
To: Early Childhood Center
Effective: 07/26/2016

Stein, Nancy*
Paraprofessional
From: Middle School
To: High School
Effective: 07/26/2016

Titus, Derek*
From: Custodian (2nd Shift)
Early Childhood Center
To: Custodian (1st Shift) (replacing Kathlene Wingert)
Middle School
Salary: \$18.45 per hour
Effective: 07/26/2016

Wingert, Kathlene*
From: Custodian (1st Shift)
Middle School
To: Custodian (2nd Shift) (replacing William Layden)
High School
Salary: \$18.45 per hour
Effective: 07/26/2016

Zitko, Christa*
Paraprofessional
From: Elementary School
To: Early Childhood Center
Effective: 07/26/2016

Limited Service Contracts:

Baaklini, Maxine
Speech and Debate Competition Advisor
High School
Group J, Step 1
Salary: \$383
Effective: 08/16/2016

Hupfer, Megan
Marching Band Color Guard Assistant
High School
Group H, Step 2
Salary: \$1,232
Effective: 07/26/2016

Hynes, Steven
Assistant Varsity Football Coach
High School
Group D, Step 6
Salary: \$3,644
Effective: 07/26/2016

Sibbach, Jason*
Science Olympiad Coordinator
High School
Group H, Step 5
Salary: \$1,479
Effective: 07/26/2016

Zimmerman, Gary
Assistant Varsity Football Coach
High School
Group D, Step 1
Salary: \$2,685
Effective: 07/26/2016

2. The Administration recommends the approval of the Limited Service Contract additions in accordance with Section 4.09 of the HEA Collective Bargaining Agreement:

LSC Addition:

Transition Coordinator - HS - (Group F)

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

Minutes

Following a motion by Mrs. Eby and a second by Mrs. Franklin the personnel - general items were approved.

Vote Results

Aye:	7	Brian Shiflett, Jayanth Franklin, Julie Neal, Heidi Eby, Kathy Sicher, Jennifer Mysel, Maria Memmi
No:	0	
Abstain:	0	
Not Cast:	2	Chris Barrett, Terry Singer

MOTION CARRIED

6. SPECIAL REPORTS

a. Board Members' Report

Minutes

The following members provided reports to the Board:
None

b. Superintendent's Report

Minutes

Mr. McFarland provided the Board with the following updates:

- Recognition of students

c. Board President's Report

Minutes

Mr. Shiflett provided the Board with the following updates:
None

7. RECOGNITION OF CITIZENS

Minutes

The following citizens were recognized by the Board:
None

8. ADJOURNMENT

Minutes

Following a motion by Mr. Franklin and a second by Mrs. Eby the meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Michael Frentz
Secretary to the Board
Approved at the August 8, 2016 meeting

Brian L. Shiflett
President of the Board of Directors

JWR

Derry Township School District
School Board Meeting
July 25, 2016

Please Sign In AND Print Your Name

Signature

Daniel B Tredinnick

Printed Name

Dan Tredinnick

Signature

Mike Krause

Printed Name

Mike Krause

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

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