

# 10-24-19 BOARD MEETING

10/24/2019 [7:30PM-8:30PM] @ High School LGI Room

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## - 10-24-19 BOARD MEETING AGENDA -

### 1. MOMENT OF SILENT REFLECTION / PLEDGE OF ALLEGIANCE

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#### Minutes

The regular business meeting of the Dallastown Area Board of School Directors convened in the High School LGI Room on Thursday, October 24, 2019. Board President Ronald J. Blevins called the meeting to order at 7:30 p.m.

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### 2. ROLL CALL & EXECUTIVE SESSION ANNOUNCEMENT (If applicable)

An Executive Session for two student expulsions and personnel matters is scheduled for 6:45 p.m. in the AD Board Room.

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#### Minutes

Mr. Blevins announced that all board members were present, except for Mrs. Heistand, and that Dr. Doll would be providing the superintendent's report in the absence of Dr. Dyer. Also, Atty. Kyle Berman was available by video in the absence of Atty. Jeff Sultanik.

Board Members: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, William A. Lytle, Michael D. Noll, Jr. , Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard (following oath)

Absent Board Member: Sue A. Heistand

Solicitor: Fox Rothschild Attorney Kyle Berman (in the absence of Jeff Sultanik)

Board Secretary: Lisa M. Kirby

Student Representative: Dylan Rexroth

Administrators: Dr. Greg Anderson, Denise Blackwell, Marcus Bouchillon, Dr. Chad Bumsted, Dr. Joshua Doll, Keith Dyke, Troy Fisher, Brian Fitz, Dr. Zachary Fletcher, Brett Frey, Kevin Gouldner, Dr. Erin Heffler, Dr. Kelly Kessler, Amy Kostoff, Dr. Kevin Peters, Brian Raab, Kurt Rohrbaugh, Dr. Wayne Senft, Brian Smith, Tom Stauffer, Barb Terroso and Misty Wilson.

Other Dallastown Area School District Staff/Citizens/Guests/Presenters: Attendance sheets attached/filed. ([Click Here](#))

News Media: York Daily Record - N/A, York Dispatch - N/A

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### 3. APPOINTMENT OF REGION 2 SCHOOL DIRECTOR SCOTT A. WINGARD - Mr. Blevins

The Board of School Directors conducted public interviews on Tuesday evening, October 15, 2019, and selected Mr. Scott A. Wingard to fill the vacancy created by the resignation of State Representative Michael Jones that was effective September 24, 2019. The unexpired term is effective until the first full week in December 2021.

*Oath to be administered by Magisterial District Judge Scott E. Laird: "I do solemnly swear that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity."*

Signing of the Oath of Office Certificate

Updated Board Membership List

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#### Minutes

Mr. Blevins recalled the resignation of State Representative Mike Jones and the application process resulting in an interview with Mr. Wingard on Tuesday, October 15, 2019. Judge Laird then administered the Oath of Office. *(Form Filed)* ([Fully Executed Copy](#)) Mr. Wingard, fellow board members and Dr. Doll shared their remarks.

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*(APPOINTMENT - Notarized School Board Member Oath of Office-C3.pdf attached)*

*(APPOINTMENT - Board Membership List 10-24-19 with vacancy filled.pdf attached)*

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#### 4. APPROVAL OF BOARD AGENDA

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##### Minutes

Mr. Hartman moved and Mr. Pantano seconded approval of the agenda as is.

**By voice vote, the motion passed unanimously...**

Ayes: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, William A. Lytle, Michael D. Noll, Jr., Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard

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#### 5. COMMENTS FROM THE PUBLIC

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##### Minutes

There were no public comments.

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#### 6. SPECIAL PRESENTATION(S):

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##### Minutes

Dr. Doll thanked the students for sharing their talents and acknowledged the leadership of Mrs. Yuninger.

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##### a. DPAC Fall Play Teaser - Mrs. Yuninger / Students

The Dallastown Performing Arts Club (DPAC) -- International Thespian Society Troupe #7973 -- will be performing "Game of Tiaras" November 14-17, 2019. Follow this link to purchase tickets: <https://dpacarts2.wixsite.com/home>.

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##### Minutes

The president shared the club's mission and five students performed the teaser which was applauded by the audience.

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##### b. Summer Highlights: Professional Development including Educators in Workplaces - Dr. Doll / Mr. Probert

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##### Minutes

Dr. Doll referenced the 'highlights' attachment and summarized that 19 courses (eight new) and 7 workshops (one new) were offered to 311 participants--mostly teachers along with three administrators, 57 paraprofessionals and two substitutes--compared to 234 last year. Additionally, there were 48 curriculum writing workshops. One course, Educators in Workplaces, was led by Mr. Bill Probert, the high school's workforce, career and college counselor. A teacher developed the attached PowerPoint which highlighted the course that included an opening session, visits to 16 businesses over four days (such as Kinsley Construction, OSS, York Revolution, White Rose Credit Union and the PA State Police, to name a few), a debrief with take-away's, and assignments to link what they learned to their classrooms. Mr. Probert also mentioned the upcoming business advisory group meeting.

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*(SPEC PRES - Educators in Workplaces PPT 10-24-19.pdf attached)*

*(SPEC PRES - Summer 2019 Highlights - Prof Dev and Curr Workshops.pdf attached)*

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#### 7. SUPERINTENDENT'S REPORT:

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##### Minutes

Dr. Dyer was absent to celebrate his grandson's baptism so the report was given by Dr. Doll.

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##### a. Enrollment

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##### Minutes

We have 6,418 students and are monitoring class sizes at Dallastown, Loganville-Springfield and Ore Valley Elementary Schools, along with Grade 6 at the Intermediate School and Grade 7 at the middle school. We are trending at a 1% steady increase in enrollment and there are 1,282 new units approved for development in several municipalities over the next 10 years which could yield 200 more students. The Board is studying enrollment and the DASD 2020-2026 Comprehensive Plan includes a goal to look at growth strategies. Dr. Dyer, Dr. Doll and Mr. Rohrbaugh are also visiting municipalities during the superintendent transition.

## **b. DAIS and JROTC Participation in PASA-PSBA School Leadership Conference**

### **Minutes**

Our high school's JROTC presented the colors at the opening of the Delegate Assembly and the intermediate school's DELTA Team participated in the Excellence Fair under the direction of Ken Midgett, Eric Hartman and Erica Stermer.

*(PSBA Conf - DAIS students.jpeg attached)*

*(PSBA Conf - JROTC Color Guard.jpg attached)*

## **c. Upcoming School Events / Calendar**

- Friday, October 25<sup>th</sup> - Football for Freedom, 7 PM, Red Lion Area HS Horn Field
- Friday, October 25<sup>th</sup> - HS 18<sup>th</sup> Annual Night of Science, 7 PM, HS Auditorium
- Wednesday, November 6<sup>th</sup> - HS/MS 2<sup>nd</sup> Annual History and Outdoors Night, 6:30 PM, MS Cafeteria
- Thursday, November 14<sup>th</sup> - Sunday, November 17<sup>th</sup> - HS DPAC Fall Play, Game of Tiaras
- Friday, November 15<sup>th</sup> - HS Healthcare Careers Summit, 8:30 AM, HS Auditorium
- Friday, November 15<sup>th</sup> - Early Dismissal / Half-day In-service / End of 1<sup>st</sup> Trimester
- Monday, November 18<sup>th</sup> - No School / Full Day In-Service

### **Minutes**

Dr. Doll thanked all of the individuals who make these activities possible for family engagement.

## **8. CONSENT ITEMS:**

### **Minutes**

Mr. Fisher summarized the changes to the Personnel Report since the last distribution.

*Mr. Hartman moved and Mr. Lytle seconded approval of the Consent Items as presented.*

### **By roll call vote, the motion passed unanimously...**

Ayes: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, William A. Lytle, Michael D. Noll, Jr., Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard

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*President*

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*Secretary*

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*Treasurer*

## **a. Board Minutes (Previous Meetings)**

- 9/19 Board Meeting
- 9/19 Board Workshop - Special Education
- 10/15 Special Board Meeting for Vacancy Interviews

*(CONSENT - Board Minutes 09-19-19 - Spec Ed Workshop.pdf attached)*

*(CONSENT - Board Minutes 09-19-19 - Business Meeting.pdf attached)*

*(CONSENT - Board Minutes 10-15-19 - Vacancy Interview.pdf attached)*

**b. Treasurer's Report**

*(CONSENT - Treasurers Report 09-30-19.pdf attached)*

**c. Expenditures Report**

*(CONSENT - Expenditures Report 09-30-19.pdf attached)*

**d. Revenue Report**

*(CONSENT - Revenue Report 09-30-19.pdf attached)*

**e. AP Check Register**

General Fund	\$ 3,403,409.40
Cafeteria	\$ 484,743.61
2017 Bond Fund	\$ 3,383,617.48
Construction Fund	\$ 120,850.00
Internal Service Fund	\$ 73,836.73
Payroll	\$ 3,468,298.65
PNC Easy Procure	\$ 66,083.36

*(CONSENT - AP Check Register 10-24-19 - LIST OF BILLS.pdf attached)*

*(CONSENT - AP Check Register 10-24-19 - DETAILS.xls attached)*

**f. Personnel Report**

*(CONSENT - Personnel Report 10-24-19 - FINAL.pdf attached)*

**g. Rental Requests**

*(CONSENT - Rental Requests 10-24-19.pdf attached)*

**h. Food Service Fund Statement of Operations**

*(CONSENT - Food Service Fund Statement of Operations 09-30-19.pdf attached)*

*(CONSENT - Food Service - Meals served by month 09-30-19.pdf attached)*

**i. Budgetary Transfers**

*(CONSENT - Budgetary Transfers 10-24-19.pdf attached)*

*(CONSENT - Budgetary Transfers Greater Than 10k 10-24-19.pdf attached)*

**j. Equipment Disposal Worksheet**

*(CONSENT - Equipment Disposal Worksheet 10-24-19.pdf attached)*

**k. Administration's Recommendation for the Expulsion of Two Students**

**l. Formation of Dallastown Cheerleading Booster Club for the 2020-21 School Year**

*As presented at the 9/19 Board Meeting by Dr. Dyer, Dr. Fletcher and Mr. Sortino.*

*(INFO-ACTION - Dallastown Cheerleading Booster Club Bylaws - Aug. 2019.pdf attached)*

**m. Job Description: Assistant Superintendent**

*As presented at the 10/10 Human Resources Committee Meeting.*

*(CONSENT - Job Description - Assistant Superintendent 10-24-19.pdf attached)*

**9. ACTION ITEM(S):**

- a. Election of Dr. Erin Heffler as Assistant Superintendent effective January 1, 2020 and ending June 30, 2024 - Dr. Doll**
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## Minutes

Dr. Doll shared his wholehearted support of Dr. Heffler after consideration of 16 applications, a first-round interview with six candidates, a second round with two internal and one external candidate, and the third round with the two internal candidates. Dr. Heffler then met with the board members. Dr. Heffler began her career as a math teacher and also worked as a coach, an assistant principal at our high school, and currently serves as the principal of our intermediate school. She will balance Dr. Doll's skills and he will trust her to manage matters when he is away from the district.

*Mr. Hartman moved and Mr. Lytle seconded the election of Dr. Erin Heffler as Assistant Superintendent effective January 1, 2020 and ending June 30, 2024.*

Mr. Wingard shared his support. Mr. Noll mentioned that he completely supports Dr. Heffler; however, he'll be voting "no" because he is not in support of the contract structure and elements which are similar to Dr. Doll's contract.

### **By roll call vote, the motion passed...**

Ayes: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, William A. Lytle, Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard

Nays: Michael D. Noll, Jr.

Dr. Heffler thanked everyone for their confidence and accepted the position with great honor as she'll work collaboratively with all stakeholders. Mr. Blevins offered his sincere congratulations and confidence as he looks forward to working with her. Mr. Lytle appreciated the process and acknowledged Mrs. Heistand's leadership.

Dr. Doll acknowledged the DAIS community and staff and Dr. Heffler's continued commitment to the school. That position will be posted and open to internal and external candidates.

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*(ACTION - Assistant Superintendent Agmt 01-01-20 to 06-30-24 Heffler 102826553-7.pdf attached)*

### **b. Approval of Proposed Policies (14), Administrative Regulations (3) and Attachments (3) - Mr. Bentzel**

*As presented by the Policy Committee at the 9/19 Board Meeting and following public review.*

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#### **Minutes**

Mr. Bentzel received no further comments.

*Mr. Bentzel moved and Mr. Hartman seconded approval of the 14 proposed policies, three administrative regulations and three attachments.*

### **By voice vote, the motion passed unanimously...**

Ayes: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, William A. Lytle, Michael D. Noll, Jr., Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard

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*(INFO-ACTION - Policy Committee Report - 08-19-19 Minutes and Proposed Policies-ARs.pdf attached)*

### **c. Approval of the Enhancement of Furniture for Loganville-Springfield E.S. Project - Mr. Blevins**

*At a cost of \$38,551.06 to be paid from the 2017 Bond Fund (Soft Cost Budget), as presented at 10/10 Building & Capital Projects Committee Meeting.*

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#### **Minutes**

He noted the committee's approval for the expenditure.

*Mr. Hartman moved and Mr. Pantano seconded approval of Item 9c, the Enhancement of Furniture for Loganville-Springfield E.S. Project*

### **By voice vote, the motion passed unanimously...**

Ayes: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, William A. Lytle, Michael D. Noll, Jr., Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard

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*(ACTION - Loganville-Springfield ES Bookcase Conversion Additions & Lateral Files 19JLD-1197-C-Quote.pdf attached)*

**d. Approval of the Repair/Modernization of One Middle School Elevator - Mr. Hartman**

*At a cost of \$71,800 to be paid from the Capital Reserve Fund, as presented at the 10/10 Finance Committee Meeting.*

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**Minutes**

Mr. Hartman reported that the elevator doesn't go up and down anymore and that there is an advantage to do it now, prior to new codes going into effect in January. He also called attention to the updated payment structure.

*Mr. Hartman moved and Mr. Pantano seconded approval of Action 9d, the repair/modernization of the elevator.*

**By voice vote, the motion passed unanimously...**

Ayes: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, William A. Lytle, Michael D. Noll, Jr., Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard

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*(ACTION - MS Elevator - Dallastown Modernization Proposal Revised - Hadfield.pdf attached)*

**e. Approval of Resolution 2019-05 to Issue the Statement of Charges - Mr. Fisher**

**Minutes**

Mr. Fisher presented the resolution for approval in accordance with Section 11-1122 of the School Code.

*Mr. Hartman moved and Mr. Lytle seconded approval of Item 9e, the Statement of Charges.*

**By roll call vote, the motion passed unanimously...**

Ayes: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, William A. Lytle, Michael D. Noll, Jr., Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard

Abstained: Scott A. Wingard (form filed) ([Abstention Form](#))

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*(ACTION - Resolution 2019-05 to Issue the Statement of Charges.pdf attached)*

**10. INFORMATION ITEM(S):**

**a. Report from Student Representative - Mr. Rexroth**

**Minutes**

Mr. Rexroth, a member of the Dallastown Performance Art Club (DPAC), noted the club's growth and the hours of hard work and dedication, and he thanked the advisors. His report also highlighted the Mu Alpha Theta Induction, FBLA activities, the DPAC and International Thespian Society fundraiser, the projects of the National Art Honor Society, and Student Council's events related to Homecoming.

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*(INFO - Student Report Oct. 24 2019.pdf attached)*

**b. Chartwells Report - Mr. Rohrbaugh / Mr. Gouldner**

**Minutes**

Mr. Rohrbaugh thanked Mr. Gouldner and his team for organizing the summer lunch program for our families and the community and commended the 'breakfast-on-the-go' for high school students. Mr. Gouldner then provided a snapshot of activities: Turkey Days on the 13th and 14th; the 2018-19 financials exceeding the guaranteed return; the breakfast and lunch comparisons from 2017 to 2018 which have both increased; a recap of the summer meals served; free breakfasts served in March and October 2019; student meal choices and the career symposium at the high school; the Discovery Kitchen at DAIS; receipt of a mini-grant for a breakfast cart at the middle school; and, allergy training through the FARE Check certification program.

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*(INFO - Chartwells 2019 Oct Board Food Service Recap.pdf attached)*

**c. PlanCon Approvals from PDE for Project 3880: Loganville-Springfield E.S. - Mr. Rohrbaugh**

- PlanCon Part H, Project Financing
- PlanCon Part K, Project Refinancing - Revision

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**Minutes**

We received two letters related to our PlanCon reimbursement. Our rate has increased from 12.6% to 17.7%, so we've received additional funding of approximately \$180,000 and future funding will be determined at the higher rate. Mr. Blevins acknowledged Dr. Dyer's work to help us meet that PDE deadline for the PlanCon process for this project.

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*(INFO - PDE Approval for LS - Dallastown Area SD - 3880 - Part H Letter.pdf attached)*

*(INFO - PDE Approval for LS - Dallastown Area SD - 172276 - Part K Revision Letter.pdf attached)*

**d. PASA-PSBA School Leadership Conference - Mr. Blevins / Board Members / Dr. Dyer / Dr. Doll**

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**Minutes**

Reflections/Take-a-ways: Mr. Hartman called attention to the attachment from the fair funding formula session he attended which demonstrates that state funding is not keeping up with PSERS and special education expenses. He also attended a session on matters beyond the test score, such as social-emotional approaches. At the Delegate Assembly, he noticed that one major issue for other districts around the state is their transportation costs for non-public students. The platform will have more social-emotional language and will de-emphasize PSSA testing. Mrs. Trout went to two sessions: one on marketing (noting Hempfield's staffing) and the other on philanthropy efforts through an educational foundation which has a part-time person raising approximately \$200,000 per year. Mr. Lytle valued the networking with administrators and board members and noted validation that we're doing a lot of things right and ahead of the curve. Mr. Bentzel was most interested in the student discipline policy which he passed along to Dr. Doll and Dr. Fletcher. He also liked the speech on biases. Mr. Blevins referenced the keynote presentation about promoting the arts for higher graduation and success rates; the new education requirement for all board members which will be tracked and subject to audit; and, the Harvard lecturer who spoke about becoming more powerful in controlling yourself. This was Dr. Doll's first conference and he commented on the sessions related to charter school spending, educational foundations, the PSERS liability, and on-boarding new board members. Based on his interactions with other districts, he observed that we have a tremendous board that is committed, fiscally responsible, and composed of good people.

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*(INFO - PSBA Conf - Growth in District Fixed Costs vs Funding.pdf attached)*

*(PSBA Conf - BdMbrs-Dyer-Doll-PhillipsHill.jpg attached)*

**e. Building & Capital Projects Committee Report: 10/10 Meeting - Mr. Blevins**

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**Minutes**

The committee received administration's recommendation for a Secondary Campus Master Plan which is very comprehensive and will be revisited conceptually after the first of the new calendar year. It will be considered alongside the long-term list of capital projects. The update on the LS project was very positive with minimal change orders and little change to the timeline. The committee also received Mr. Rohrbaugh's Bond Fund update.

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*(INFO - Building Capital Projects Committee Minutes 10-10-19.pdf attached)*

**f. Finance Committee Report: 10/10 Meeting - Mr. Hartman**

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**Minutes**

A majority of the meeting was dedicated to the 2020-21 budget parameters and drivers and the significant challenges ahead but with a recommendation to not go above the Adjusted Act 1 Index. The committee also discussed the middle school elevator.

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*(INFO - Finance Committee Minutes 10-10-19.pdf attached)*

**g. PSBA Liaison Report - Mr. Bentzel**

[PSBA Legislative Report - Oct. 3, 2019](#)

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**Minutes**

Mr. Bentzel called attention to survey changes, the reporting of shooting incidents, mental health days, a new study on the effects of poverty versus race on the education gap, a map, and tax appeals.

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**h. LIU Board Report: 10/1 Meeting - Mr. Blevins**

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**Minutes**

In Mrs. Heistand's absence, he acknowledged the posting of the report and her willingness to address questions at the next meeting.

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*(INFO - LIU Board Report 2019-10-01 Dawns.pdf attached)*

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**i. York/LIU Joint Authority Report: 9/24 Meeting - Mr. Blevins**

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**Minutes**

In Mrs. Heistand's absence, he acknowledged the posting of the report and her willingness to address questions at the next meeting.

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*(INFO - York-LIU Joint Authority Report 09-24-19.pdf attached)*

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**j. York Adams Academy Report: 9/23 Meeting - Mr. Blevins**

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**Minutes**

In Mrs. Heistand's absence, he acknowledged the posting of the report and her willingness to address questions at the next meeting.

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*(INFO - York Adams Academy Report 09-24-19.pdf attached)*

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**k. York County School of Technology JOC Report: 9/26 Meeting - Mr. Lytle**

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**Minutes**

The 18-month construction process for the new gym has started. Also, the 2020-21 YCST Budget has been sent to superintendents for review while the open comment period for YCST board members is coming to a close.

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*(INFO - York Co School of Tech 2019-09-26 Mini Board Report.pdf attached)*

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**l. Appointment of Nominating Committee - Mr. Blevins**

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*(This will be an Action Item at the 11/21 Board Meeting.)*

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**Minutes**

The board is to have three members on the committee so interested members should reach out to Mr. Blevins. If there would be more than three, there will be an election at the next meeting.

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## **11. CONFERENCE REQUESTS**

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**Minutes**

They're posted for board review.

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*(CONFERENCE REQUESTS October 24 2019.pdf attached)*

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## **12. BOARD COMMENTS / CORRESPONDENCE**

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**Minutes**

Mr. Noll suggested that Item 9c, the furniture enhancements for the LS project, should be paid from the Capital Reserve Fund not the Soft Costs Budget, and that the debt refinancing was intended for transformational items. Mr. Hartman attended the PTO meeting at York Township Elementary and reminded everyone not to pass school buses.

Mr. Bentzel acknowledged those involved with the middle school's Confidence Course on October 2nd and the ESL family engagement night. Mr. Blevins reiterated his congratulations for Dr. Heffler and Mr. Wingard.

### 13. COMMENTS FROM THE PUBLIC

#### Minutes

There were no public comments.

### 14. CALENDAR OF BOARD EVENTS:

*Most meetings are open to the public and located at 700 New School Lane, Dallastown, PA 17313. Closed meetings are noted with an asterisks (\*).*

DATE	TIME	MEETING/EVENT	LOCATION
Monday, November 4	7:45 a.m. - 4:15 p.m.	Board Executive Session*	AD Board Room
Thursday, November 14	6:00/6:30 - 7:00 p.m.	Building & Capital Projects Committee	HS LGI Room
	7:00 - 8:00 p.m.	Finance Committee	HS LGI Room
	8:00 p.m.	Human Resources Committee*	AD Board Room
Thursday, November 21	7:30 p.m.	Board Meeting	HS LGI Room

#### Minutes

The scheduled was referenced.

### 15. ADJOURNMENT

#### Minutes

The meeting adjourned at 9:06 p.m.

Respectfully submitted,

Lisa M. Kirby,

Board Secretary