



## **COMMITTEE OF THE WHOLE MEETING**

9/7/2017 [6:00PM-8:00PM] @ District Administration Center, 200 N. Fifth Street, Columbia, PA 17512

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### **- COMMITTEE OF THE WHOLE MEETING MINUTES -**

#### **1. Welcome and Call to Order**

##### **Minutes**

President Combs called the meeting to order at 6:00 p.m.

#### **2. Pledge of Allegiance**

##### **Minutes**

President Combs led the Pledge of Allegiance.

#### **3. Roll Call**

##### **Minutes**

Board Members in attendance were: Mrs. Anspach, Mr. Ford, Miss Geesey, Miss Hohenadel, Mrs. Kedney, Mr. Knighton, Mr. Leader, Mrs. Schwert, and Mr. Combs  
Administrators in attendance were: Dr. Hollister, Mr. Ramsey, Mr. Strickler, and Mrs. Smith

#### **4. Notice of Executive Session for Personnel Matters:**

- Following the School Board meeting on August 17, 2017 and
- Prior to the Committee of the Whole Meeting on September 7, 2017

#### **5. Public Comment on Agenda Items Only**

The Board recognizes the value of public comment by residents of the district on agenda items. Each resident of Columbia Borough wishing to address the Board will be limited to five (5) minutes to make their comments. While your comments are welcome, please refrain from introducing questions before the Board or Administration. Please forward any questions, via E-mail, to the Board President at [kcombs@columbiabsd.org](mailto:kcombs@columbiabsd.org). Answers to your questions will be sought from the appropriate Administrative staff. A response will be sent to you in a timely manner. After being recognized by the presiding officer, the speaker must preface their comments by an announcement of their name, address and group affiliation if appropriate. All comments shall be directed to the presiding officer.

The presiding officer may interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene or irrelevant.

##### **Minutes**

- Frank Doutrich, Ironville Pike - commented on Item 7a. and if any other options have been looked at other than what we've been doing. He also spoke on Item

11b. on Michael Nikolaus' Retirement and relayed positive comments about Mike.

- Dr. Hollister told Mr. Doutrich that at the last Board Meeting the Board of Directors directed the District Solicitor to prepare a White Paper on merging.
- President Combs assured Mr. Doutrich that the Board was looking at all options.
- Dolly Draper, Ridge Avenue - commented on Item 6. Communication and the letter from Mr. Gerald Maurer regarding Ronnie Smith's recent death and honoring him for his athletic achievements while at CHS.

## 6. Communication

- Letter from Mr. Gerald Maurer

*(Mr. Maurer Letter.pdf attached)*

## 7. Action Item for tonight

- a. **A motion is requested to approve Technology Service, Business Service and Executive Service extension agreements with ELANCO**

### Minutes

President Combs stated that the agreements are in the final form to be voted on but they can be modified within a certain time period. He stated that ELANCO will also be voting on them soon.

A motion was made to approve by Mr. Knighton and seconded by Mrs. Anspach. A roll call vote was taken: Mr. Knighton, Mrs. Anspach, Mr. Ford, Ms. Geesey, Miss Hohenadel, Mrs. Kedney, Mr. Leader, Mrs. Schwert and Mr. Combs voted yes. Motion Passed - 9 yes, 0 no, 0 absent

*(ELANCO\_Columbia\_2017-20 Technology Services Agt (002). NH Revisions.pdf attached)*

*(ELANCO\_Columbia\_2017-20 Business Services Agt (002).NH Revisions.pdf attached)*

*(ELANCO\_Columbia\_Adm. Services Agt. extension.NH Revisions.pdf attached)*

- b. **A motion is requested to approve the following New Hire**

- **Lauren Lutman, Health Room Nurse - 10 month at Park/Taylor,**  
Effective September 25, 2017

### Minutes

A motion was made to approve by Mr. Ford and seconded by Mrs. Schwert. A roll call vote was taken: Mr. Ford, Mrs. Schwert, Mrs. Anspach, Ms. Geesey, Miss Hohenadel, Mrs. Kedney, Mr. Knighton, Mr. Leader and Mr. Combs voted yes. Motion Passed - 9 yes, 0 no, 0 absent

*(L. Lutman Recommendation.pdf attached)*

## **8. Agenda Items - Minutes (Mr. Combs - Board President)**

### **a. Action Item - Approve Minutes as Listed:**

- School Board Meeting Minutes - August 17, 2017

*(SCHOOL-BOARD-MEETING MINUTES 8.17.17.pdf attached)*

## **9. Agenda Items - Finance and Audit (Mr. Knighton - Chair)**

### **a. Discussion on Finance and Audit Items**

## **10. Agenda Items - Property (Mr. Leader - Chair)**

### **a. Discussion on Property Items**

#### **Minutes**

- Mr. Ford asked if the lights on the football field are adjusted every year because they are in need of it this year. Mr. Strickler said the wind has affected them and we are waiting to borrow a bucket truck and employee from ELANCO to fix them.
- Mr. Leader mentioned the front sign hasn't been changed recently. Mr. Strickler assured him we would take responsibility for that and remedy it quickly.
- Mr. Leader also mentioned the snafu behind the tennis court being marked off recently as Private Property and the effect this will have on the Cross Country Course and the Tennis Team. Dr. Hollister said there is a disagreement on the property line at this time and the District is looking to get cooperation from the owner. Mr. Ford asked if it's been a problem before and Mrs. Kedney asked for an explanation of what is going on with the property. Mr. Leader explained that trees were down and Mr. Heimbach, Director of Extra-Curricular Activities, had been contacted for a solution to the problem of not letting anyone behind the tennis courts due to the property owner posting signs. Dr. Hollister stated that the owner is being aggressive about the property line in order to sell the property. He feels we need to determine the property line and that Mr. Strickler would be working on it since it is not fair to our Cross Country Team or the Tennis team.
- Mr. Ford lamented the retirement of Mr. Nikolaus.

## **11. Agenda Items - Personnel (Mr. Ford - Chair)**

### **a. Discussion on Personnel Items**

### **b. Action Item - Approve Retirement**

- Michael Nikolaus, Custodian, Effective December 31, 2017.

*(M Nikolaus retirement.pdf attached)*

**c. Action Item - Approve New Hires**

- Dan Lingle, **Bowling Coach**, Effective August 10, 2017 - Salary: \$800.00

**JV Volleyball Coach**, Effective August 10, 2017 - Salary: \$1,000.00

**Spring Game Manager**, Effective August 10, 2017 - Salary: \$200.00

- Morgan Kibler, **Varsity Softball Coach**, Effective August 10, 2017 - Salary: \$2,000.00

**Fall Game Manager**, Effective August 10, 2017 - Salary: \$400.00

**Winter Game Manager**, Effective August 10, 2017 - Salary: \$600.00

- Troy Engle, **JV Softball Coach**, Effective September 1, 2017 - Salary: \$1500.00

*(D Lingle recommendation.pdf attached)*

*(M Kibler recommendation.pdf attached)*

*(T Engle recommendation.pdf attached)*

**d. Action Item - Approve the Sabbatical**

- Tanya Aston, **Restoration of Health Sabbatical Leave** - First semester, half pay for 2017-18 School Year

**e. Action Item - Approve Military Leave**

- Chad Ankney, 3rd grade teacher, unpaid leave for 2017-18 school year

**f. Information Item**

- Travis Proctor, **Assistant Football Coach**, Effective August 3, 2017 - Salary: \$2,000
- James Jackson, **Assistant Football Coach**, Effective August 3, 2017 - Salary: \$2,000
- **Volunteers**: Clearances have been provided and approved for

the following volunteers - CHS: James Groff, Thomas Sherk, and Karen Arbogast; PARK: Kim Buzzendore, Samantha Brady; TAYLOR: Samantha Brady

## **12. Agenda Items - Curriculum & Instruction (Mrs. Anspach - Chair)**

### **Minutes**

#### **a. Discussion on Curriculum & Instruction Items**

##### **Minutes**

- Mrs. Kedney questioned if the Board could have a discussion of qualifications of Curriculum Leaders with Dr. McGough. She stated she felt the scores reflected poorly on the instruction they were receiving. Mr. Leader asked where she saw the scores and she stated that a teacher living in the district showed them to her. Mr. Leader questioned if she was given them second hand and Mrs. Kedney said no, she looked them up herself, that they are public knowledge on the PDE website; she would like Dr. McGough to show the Board where to find the scores for themselves.
- Miss Hohenadel questioned the salary of the Curriculum Leader who would be out part of the year; Mr. Ramsey said the teacher's pay would be pro-rated.

#### **b. Action Item - Approve Curriculum Leaders**

- **Math:** Kandi Fickes, Mark Wisler/Bob Peterson
- **ELA/World Language Library:** Danielle Eshleman, Wendy King, Linda Eckman Wissler
- **Science:** Mike Deiter, Katherine Hewick, Lindsay Garrett
- **Social Studies:** Robin Young, Jessica Henry, Angie Strickler
- **Art/Music:** Lisa Sempsey
- **Special Ed/Counselor:** Jo Anne Norris
- **PE/Health/Nurse/Tech ED/FCS:** Christa Sliger

## **13. Agenda Items - Extra-Curricular (Mrs. Schwert)**

#### **a. Discussion on Extra-Curricular Items**

##### **Minutes**

- Mr. Ford stated he would like to propose naming roads, etc. after past athletes, coaches, etc. He would like to see the track named after former student and track member - Ronnie Smith. He would also like to see the roads around the stadium named after former coaches - Jack Yohe and Mike Burke II. He proposed asking for street signs placed in those areas with their

names on them.

- Dr. Hollister reminded the Board that every generation has it's heroes and they should develop high standards in choosing whom they will pick to honor.
- President Combs asked the Extra-Curricular Committee Chair to call a committee meeting to discuss the naming.

**b. Action Item - Approve Request to Continue a Booster Club/Student Activity**

- CHS Class of 2018, Advisors - Richard Jensen and Ryan Boccagno
- CHS Class of 2019, Advisors - Rebecca Adams and Morgan Kibler
- CHS Creation, Advisors - Barb Clingenpeel and Nicole Hayes
- CHS Football Booster Club

*(CHS Class of 2018.pdf attached)*

*(Class of 2019.pdf attached)*

*(CHS Creations.pdf attached)*

*(CHS Football Booster Club.pdf attached)*

**c. Action Item - Approve Request to Disband a Booster Club**

- CHS Class of 2016, Advisor - Lindsay Garrett

*(Class of 2016.pdf attached)*

**14. Old Business - White Paper**

**Minutes**

President Combs thanked District Solicitor, Mike Grab, for his work on the White Paper.

*(CBSD Merger White Paper\_Part1.pdf attached)*

*(CBSD Merger White Paper\_Part2.pdf attached)*

*(CBSD Merger White Paper\_Part3 (002).pdf attached)*

*(CBSD Merger White Paper\_Part5.pdf attached)*

*(CBSD Merger White Paper\_Part4.pdf attached)*

*(CBSD Merger White Paper\_Part6.pdf attached)*

**15. New Business**

**a. Discussion - PSBA Officer Elections**

Slate of Candidates

President-Elect - One-year term

- David Hutchinson\*, State College Area SD (Centre Co.)

- Otto W. Voit III\*, Muhlenberg SD (Berks Co.)

Vice President - One-Year Term

- Eric Wolfgang\*, Central York SD (York Co.)
- Gary Michael Smedley, Carbondale Area SD (Lackawanna Co.)

Treasurer - Three-Year Term

- Mike Gossert\*, Cumberland Valley SD (Cumberland Co.)

Trustee (term ends Dec. 31, 2020)

- Michael Faccinetto (Bethlehem Area SD), PSBA President
- Marianne L. Neel (West Jefferson Hills SD), PSBA Past President

#### **Minutes**

President Combs requested that a motion to nominate for each office be placed on the School Board Meeting Agenda.

*(PSBA Slate of Candidates.pdf attached)*

#### **b. Discussion - CBSD Policy 006.1 Board Attendance via Electronic Communications**

##### **Minutes**

Dr. Hollister explained his changed to 15b. that items highlighted in yellow will be removed and items highlighted in green will be added.

Miss Hohenadel noted that the Policy does not include issues in the Executive Sessions.

She felt confidentiality would be an issue and she would like the technology to be used only for School Board Meetings and not used in Executive Sessions.

Mr. Leader would like the number of times a member calls in to be limited. Mr. Ford asked what that number would be. Mrs. Schwert pointed out that there are issues that Board members have no control over such as death, illness, children, etc. and that a limit would make it tough. Mrs. Anspach was concerned that the limit would cause the Board to lose members if they couldn't call in for times they couldn't be present. Mr. Leader felt that the Board members needed to step it up and be at the meetings.

President Combs felt that multiple stipulations come into play with trying to enforce it. He stated that it is a slippery slope and that the employer needs to be considered it is not just being a Board Member.

Mr. Knighton stated that he used the technology to attend the meetings more than anyone else. He stated that it is difficult to find board members as it is and putting a limit on the number of times a member can call it would be the end of his membership on the board. Ms. Geesey also stated that she calls in a lot too. She stated that everyone on the Board is at different stages in life and unless everyone is retired, being able to use technology to call into the meeting is a good thing. She stated that if the public is unhappy with the number of call-ins a member makes, they need to take it to the polls and not vote that member in again.

President Combs would like modifications made to the Policy and put on the Board

agenda.

*(CBSD Policy 006.1 Board Attendance via Electronic Communications.pdf attached)*

**c. Action Item - Approve Land Bank Acquisition**

- 324 Union Street
- 511 Avenue N

**Minutes**

President Combs announced that 311 Cherry Street was the first property sold to a developer. It is the intent for these homes to be sold as single family dwellings and not rental properties.

President Combs stated that the President of the Land Bank would be present at the Board Meeting this month to present information.

**16. Business Manager Report**

**Minutes**

Mr. Ramsey gave a report on the reassessment update meeting; the last appeal will be September 29, 2017 and the final appeal notice will go out the end of October. A certified total number of appeals will be give on November 15, 2017. There will be an update then. He stated that the State still has not approved a Budget but hoping to have one by September 15, 2017. There is no money for the budget and this could impact our state subsidy although we received the bulk of our funding in August. It may mean we see no revenue from the state.

**17. Director of Operations Report**

**Minutes**

Mr. Strickler asked for permission for the White Paper to be attached to the website.

Mr. Strickler reported on some positive news - that we are the first district in Lancaster County to have no students missing school due to no immunizations. He commended the nursing staff for their hard work on this through phone calls and letters.

Mr. Strickler gave an update on the start of Saint Anne's Retirement Home Program where some of our students in grades K-4 visit the nursing home residents to celebrate their birthdays.

Mr. Strickler reported that Dr. McGough said all Title I and PIMS data has been uploaded on time. The only issue was with the free Breakfasts and Lunches, parents don't want to be bothered filling out the form for Free & Reduced Lunches.

**18. Superintendent Updates**

**Minutes**

Dr. Hollister noted the great opening to the school year; he stated that the staff is adjusting to technology changes and upgrades. He remarked that the District has been very fortunate with technology because we are expecting to overshoot the timeline of providing 1:1 laptop distribution to our students. This outshines a number of other districts in Lancaster County.

He reported on the audit taking place in the District; the auditor stated it is going better



than previous years and looks very positive for the final report.

Dr. Hollister also commended the school nurses who worked on the immunization problem.

Dr. Hollister called for an Executive Session for a Personnel issue following the meeting.

## **19. Public Comment on Agenda and Education Items**

The Board recognizes the value of public comment by residents of the district on agenda and education items. Each resident of Columbia Borough wishing to address the Board will be limited to five (5) minutes to make their comments. While your comments are welcome, please refrain from introducing questions before the Board or Administration. Please forward any questions, via E-mail, to the Board President at [kcombs@columbiabsd.org](mailto:kcombs@columbiabsd.org). Answers to your questions will be sought from the appropriate Administrative staff. A response will be sent to you in a timely manner. After being recognized by the presiding officer, the speaker must preface their comments by an announcement of their name, address and group affiliation if appropriate. All comments shall be directed to the presiding officer.

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### **Minutes**

Frank Doutrich, Ironville Pike - commented on Item 15b. and wondered if this was the only option, is there a higher up who creates this policy or does each District make its own; what is the policy for members missing consecutive meetings. He asked who owned the building the District Office is housed in and is it a done deal for the combination of Borough and School District in one building.

- Dr. Hollister noted that PSBA generates the Policies but the Board can make necessary changes.

- President Combs stated that a feasibility study has been started on combining the two entities but it is in the hands of the Borough at this point.

## **20. Adjournment**

### **Minutes**

The meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

Debra E. Smith

School Board Secretary

