

COLUMBIA BOROUGH SCHOOL DISTRICT
REGULAR BOARD MEETING
DISTRICT ADMINISTRATION CENTER
THURSDAY, AUGUST 18, 2016

MINUTES

President Knighton called the meeting to order at 7:00 p.m.

Board members in attendance were: President Knighton, Miss Hohenadel, Mrs. Anspach, Mr. Combs, Mr. Leader, Mr. Lutz, Mrs. Schwert. The Board Member not present was Mrs. Mattern.

Administration in attendance: Dr. Hollister, Mr. Grab, Mr. Strickler, Ms. Light, and Mrs. Smith

President Knighton asked for public comment on agenda items –

- Don Groom, 1280 Hereford Drive, questioned the Job Title Changes in Items D.8, D.9 and D.10
- Frank Doutrick, 1001 Ironville Pike, questioned Item D.3
- Vern Detz, 315 Union Street, questioned D.3 to clarify the timeline; also, mentioned that the Right-To-Know person is wrong on the website
- Fran Resch, 1027 Walnut Street, stated that he felt the board was ill prepared for the questions asked.
- Vickie Kronenwetter, 30 S. 2nd Street, had questions relating to Item D.3.
- Sharon Lintner, 1025 Barber Street, had questions relating to item D. 3.

I. Notice of executive sessions: None

II. Recognitions and Notifications - None

III. Communications – None

A. AGENDA ITEMS:

President Knighton requested motions/discussions to approve the following meeting minutes:

A.1

1.	Regular Board Meeting	June 16, 2016
2.	Committee of the Whole	August 11, 2016
3.	Property Committee Meeting	No Meeting
4.	Extra-Curricular Committee Meeting	No Meeting
5.	Finance & Audit	No Meeting
6.	Curriculum Committee Meeting	No Meeting

Motion to approve the meeting minutes was made by Miss Hohenadel, seconded by Mrs. Anspach. A roll call vote was taken – Miss Hohenadel, Mrs. Anspach, Mr. Lutz, Mr. Combs, Mr. Leader, Mrs. Schwert and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

B. FINANCE & AUDIT (Miss Hohenadel - Chair)

Miss Hohenadel requested motions/discussions to approve the following Finance Items:

B.1 Approval of financial reports:

10- General Fund		July, 2016
	June, 2016	
Treasurer's Report	No Report	
Revenue Summary	Attached	No Report
Expenditures Budget	Attached	No Report
Budget Transfers	Attached	No Report
20- Capital Reserve Fund		
Revenue/Expenditure Summary	Attached	Attached
40- Debt Service Fund		
Revenue/Expenditure Summary	Attached	Attached
50- Food Service Fund		
Budget Summary	Attached	No Report
Revenue Summary	Attached	No Report
Participation Summary	No Report	No Report
80- Student Activities Fund		
Revenue/Expenditure Summary	No Report	Attached
Other-		
Tax Collector Report	Attached	Attached
Exoneration Requests	No Report	No Report
Grant Summary of Awards/Pending	Attached	Attached

Motion to approve was made by Mr. Lutz, seconded by Mrs. Schwert. A roll call vote was taken.
- Mr. Lutz, Mrs. Schwert, Mrs. Anspach, Miss Hohenadel, Mr. Leader, Mr. Combs, and Mr. Knighton voted yes.
Motion passed – 7 yes, 0 no

B.2 Approval of check disbursements:

10- General Fund		August, 2016
	July, 2016	
Accounts Payable Summary	Attached	
Check Listing (Manual, Quick, Board)	Attached	
Wires, ACH Payments	Attached	
20- Capital Reserve Fund		
Check Listing	Attached	
50- Food Service Fund		
Check Listing	Attached	Attached
80- Student Activities Fund		

Check Listing	Attached	Attached
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Motion to approve was made by Mr. Combs, seconded by Mrs. Anspach. A roll call vote was taken – Mr. Combs, Mrs. Anspach, Miss Hohenadel, Mr. Leader, Mr. Lutz, Mrs. Schwert and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

B.3 Approval of the Special Education Contract for the 2016-17 school year between the Columbia Borough School District, Elizabethtown Area School District, Donegal School District and Manheim Central School District for placement and education of specific special education students as needed.

Motion to approve was made by Mr. Leader, seconded by Mrs. Schwert. A roll call vote was taken – Mr. Leader, Mrs. Schwert, Mrs. Anspach, Miss Hohenadel, Mr. Lutz, Mr. Combs, and Mr. Knighton voted yes.

Motion passed – 7yes, 0 no

**INFORMATIONAL ITEM:
Permit Listing 2016**

C. PROPERTY – (Mr. Combs – Chair) None

D. PERSONNEL – (Mrs. Anspach – Chair)

Mrs. Anspach requested motions/discussions to approve the following Personnel Items:

D.1 Approval of the following Retirements as listed:

Joni Albright Groom	Food Service Assistant	Effective: August 31, 2016
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Motion to approve was made by Mr. Leader, seconded by Miss. Hohenadel. A roll call vote was taken – Mr. Leader, Miss. Hohenadel, Mr. Combs, Mrs. Schwert, Mrs. Anspach, Mr. Lutz, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

D.2 Approval of the following Resignations as listed:

Kelly Santoro	CHS English Teacher Curriculum Leader	Effective: August 12, 2016
Christina Warfel	Gifted Support/Learning Support Teacher	Effective: August 17, 2016
Alyssa Contres	CHS Biology Teacher	Effective: August 5, 2016
Natalie Campbell	CHS English Teacher	Effective: July 25, 2016
Medina Nunn	Speech-Language Therapist	Effective: August 17, 2016
Kaitlin Joaquim	2 nd Grade Teacher	Effective: August 16, 2016

Motion to approve was made by Mr. Lutz, seconded by Mr. Leader. A roll call vote was taken – Mr. Lutz, Mr. Leader, Miss. Hohenadel, Mr. Combs, Mrs. Schwert, Mrs. Anspach, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

**D. 3 Approval of the modification of the Executive Service Agreement date change
8/9/2016**

Motion to approve was made by Mrs. Schwert, seconded by Mr. Lutz. Miss Hohenadel read a statement (see attached). A roll call vote was taken – Mrs. Schwert, Mr. Lutz, Mr. Leader, Mr. Combs, Mrs. Anspach, and Mr. Knighton voted yes. Miss Hohenadel voted no.

Motion passed – 6 yes, 1 no

D.4 Approval of the following Transfer as listed:

Sean Bookmyer	From: CHS – F.T. Building Services To: CHS – P. T. Building Services	Effective: August 19, 2016
Joshua Duke	From: CHS – P.T. Food Service Assistant To: CHS – F.T. Food Service Assistant	Effective: August 18, 2016

Motion to approve was made by Mr. Combs, seconded by Miss Hohenadel. A roll call vote was taken – Mr. Combs, Miss Hohenadel, Mrs. Schwert, Mr. Lutz, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

D.5 Approval of the following New Hires (pending completion of all paperwork and satisfactory clearances) as listed:

Robert Herman	Assistant Wrestling Coach	Effective: June 27, 2016 Step 6 \$2,150.00
Kent Lutz	Head Wrestling Coach	Effective: June 27, 2016 Step 6 \$2,150.00
Betty Sue Ryno	Administrative Special Education Coordinator	Effective: July 1, 2016 Zone 14 - \$12.00/\$12.25 per/hr 60 day probationary period
Scott Harvey	CHS English Teacher	Effective: August 17, 2016 Step 3 Bachelor +12 \$42,436.00
Andrea Dutton	Gifted Teacher/Learning Support Teacher	Effective: August 17, 2016 Step 2 Masters \$49,093.00
Kelly Gable	Speech Therapist	Effective: August 17, 2016 4 years out of state Step 3 Masters + 12 \$50, 882.00

Rochelle Yohe	2nd Grade Teacher	Effective: August 17, 2016 Step 1 Bachelors \$41, 242.00
Samantha Schlechter	Part-time 4-6 Instrumental Music	Effective: August 17, 2016 Step 1 Bachelors \$21,621.00
Sheila Ayers	ELA Teacher	Effective: August 17, 2016 Step 6 Masters \$51, 512.00

Motion to approve was made by Mr. Lutz, seconded by Mrs. Schwert. A roll call vote was taken – Mr. Lutz, Mrs. Schwert, Mr. Combs, Miss Hohenadel, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.
Motion passed – 7 yes, 0 no

D.6 Approval of the following Inductees/Mentors 2016-2017:

Inductees	Mentors
Scott Harvey	James Clark
Aubree Lockard	Tammy Hoffman
Andrea Dutton	Barb Clingenpeel
Paige Martin	Tanya Aston
Tori Davis	Daphne Sellers
Ryan McBride	Maureen Schulz
Lindsey Geib	Erin Nissley
Amanda Gorman	Kristin Moritz
Samantha Schlechter	Lisa Sempsey
Sarah Musselman	Jess Henry
Kelly Gable	Jen Kessler

Motion to approve was made by Miss Hohenadel, seconded by Mr. Combs. A roll call vote was taken – Miss Hohenadel, Mr. Combs, Mr. Lutz, Mrs. Schwert, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.
Motion passed – 7 yes, 0 no

D.7 Approval to revise the Extra Curricular/Club advisors for the 2016/2017 school year as follows:

Jane Baker	CMS-Taylor Campus	Student Council Co-Advisor	As Per Contract Step 2 - \$250
Robin Young	CMS-Taylor Campus	Student Council Co-Advisor	As Per Contract Step 10 - \$350

Motion to approve was made by Mrs. Schwert, seconded by Miss Hohenadel. A roll call vote was taken – Mrs. Schwert, Miss Hohenadel, Mr. Combs, Mr. Lutz, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

D.8 Motion to eliminate the position title of Head Cook from the Support Staff Handbook (this position title has become obsolete).

Motion to approve was made by Mr. Lutz, seconded by Mrs. Schwert. A roll call vote was taken – Mr. Lutz, Mrs. Schwert, Miss Hohenadel, Mr. Combs, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

D.9 Motion to adopt the new position guide for Assistant Food Service Coordinator (this is to replace the former position title of Administrative Support Secretary/Head Cook).

Motion to approve was made by Miss Hohenadel, seconded by Mr. Combs. A roll call vote was taken – Miss Hohenadel, Mr. Combs, Mr. Lutz, Mrs. Schwert, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

D.10 Motion to adopt the new Position Guide for Food Service Team Leader (this is to replace the former position title of Cafeteria Site Manager).

Motion to approve was made by Mr. Lutz, seconded by Mr. Combs. A roll call vote was taken – Mr. Lutz, Mr. Combs, Miss Hohenadel, Mrs. Schwert, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

E. CURRICULUM AND INSTRUCTION (Mr. Leader – Chair)

Miss Hohenadel made a motion, seconded by Mr. Lutz to waive the 3 Readings of the Uniform Grant Guidance Policy. A roll call vote was taken – Miss Hohenadel, Mr. Lutz, Mrs. Schwert, Mr. Combs, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

E.1 Motion to approve Uniform Grant Guidance Policy Adoption

Motion to approve was made by Mr. Lutz and seconded by Mr. Combs. A roll call vote was taken – Mr. Lutz, Mr. Combs, Miss Hohenadel, Mrs. Schwert, Mr. Leader, Mrs. Anspach, and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

INFORMATIONAL ITEM:

District's Professional Development Initiative

F. EXTRA-CURRICULAR/ATHLETIC (Mrs. Schwert - Chair)

Mrs. Schwert made a motion, seconded by Miss Hohenadel to amend F.1 to remove approval of Class of 2019 because club advisor is no longer an employee of the District. A roll call vote was taken – Mrs. Schwert, Miss Hohenadel, Mr. Lutz, Mr. Combs, Mr. Leader, Mrs. Anspach and Mr. Knighton voted yes.

Motion passed – 7 yes, 0 no

F.1 Approval to continue student activities for the 2016-2017 school year as follows:

National Honor Society Senior High & Jr. High	CHS-CMS - Hill Campus	Linda Eckman Wissler
Student Council Senior High	CHS	Linda Eckman Wissler
Class of 2017	Columbia High School	Alisa Hershey

Motion to approve was made by Mrs. Anspach, seconded by Mr. Combs. A roll call vote was taken –Mrs. Anspach, Mr. Combs, Miss Hohenadel, Mr. Leader, Mr. Lutz, Mrs. Schwert and Mr. Strickler voted yes.

Motion passed – 7 yes, 0 no

V. OLD BUSINESS (Mr. Knighton - Board President)

VI. NEW BUSINESS (Mr. Knighton- Board President)

VII. REPORTS

A. BUSINESS MANAGER'S REPORT

B. SUPERINTENDENT – Dr. Hollister requested permission from the Board to begin using software for Board agendas that is less time consuming. Because of Elanco's partnership, it will be free the first year. By consensus, Board approved.

C. OTHER

CTC Report - Mr. Knighton

I.U. Report - Mr. Lutz

Lancaster County Academy - Mrs. Schwert

Community Development - Miss Hohenadel

Columbia Education Foundation - Mr. Knighton

Lancaster County Tax Collection Bureau (LCTCB) – Ms. Light

VIII. CLOSING

A. PUBLIC COMMENT

The Board recognizes the value of public comment by residents of the district on educational issues. Each person wishing to address the Board will be limited to five (5) minutes to make their comments. 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.

- Dave Cunningham, 1116 Locust Street, reported on the Columbia Education Foundation and how it uses its revenue, resources and support for the Columbia Borough School District. See attached letter
- Quinn Hartman, 135 N. 14th Street, had several questions regarding Executive Service Agreement & savings; questions regarding Board ethic policies; questions regarding Title 65, questioned why there was no bid process.
- Vern Detz, 315 Union Street, commented on the contract being a disservice to the tax payers of Columbia; stated we need to be leaders not followers; commented on a lack of due diligence; questioned procedure for vacant board seat.
- Frank Doutrick, 1001 Ironville Pike, commented on his tax bill being high and concern about our long-term debt; getting no answers at the COW meeting; and going to Elanco to their board meeting at the behest of Dr. Klawitter and Mr. Knighton.
- Sharon Lintner, 1025 Barber Street, commented on the vacant Board Seat; asked if there is bullying on board members.
- Don Groom, 1280 Hereford Drive, commented on the Director of Operations salary, lack of savings for CBSD, and superintendent's time on-site. He questioned a board member being overlooked for Board President; asked which board members will be up for re-election this year. He expressed concern about Food Service Team Leader.
- Fran Resch, 1027 Walnut Street, concerned about the pass-over of the Vice-President for President; concerned about his letter of resignation being edited.
- Paul Resch, 32 S. 11th Street, thanked Dr. Klawitter; expressed gratitude to Dr. Hollister; called for transparency.

B. DATES FOR FUTURE COMMITTEE/BOARD MEETINGS

1.	Regular Board Meeting - 7 p.m.	September 15, 2016
2.	Committee of The Whole – 7:00 p.m. (if needed)	September 8, 2016
3.	Finance and Audit Committee - 6:00 p.m.	September 6, 2016
4.	Curriculum Committee Meeting – 7:00 p.m.	September 6, 2016
5.	Extra-Curricular Committee Meeting - 6:00 p.m.	September 7, 2016
6.	Property Committee Meeting – 7:00 p.m.	September 7, 2016
7.	Personnel Meeting (Executive Session) 8 p.m. (if needed)	September 7, 2016

****Note-**Persons interested in attending the committee meetings are encouraged to check the District Website or to call 684-2283 to determine if a meeting has been canceled. ******

C. REFERENCED INFORMATION

1. Special Education Roster
2. Monthly Nurse's Report
3. Enrollment Report
4. Library Report

D. ADJOURNMENT

C. REFERENCED INFORMATION

1. Special Education Roster
2. Monthly Nurse's Report
3. Enrollment Report
4. Library Report

There being no further business, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Amy E. Light, Board Secretary
Transcribed and prepared by Debra Smith