

COLUMBIA BOROUGH SCHOOL DISTRICT
REGULAR BOARD MEETING
DISTRICT ADMINISTRATION CENTER
THURSDAY, MAY 19, 2016

MINUTES

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

All board members were in attendance: President Strickler, Miss Hohenadel, Mrs. Anspach, Mr. Knighton, Mr. Leader, Mr. Lutz, Mrs. Mattern, Mr. Resch, Mrs. Schwert.

Others in attendance: Dr. Klawitter, Dr. McGough, Mr. Black, Dr. Parkinson, Mr. Hughes, Ms. Meiser and Mrs. Burke.

President Strickler asked for public comment on agenda items - None

I. President Strickler announced the following executive sessions:

- May 3, 2016 – Personnel Matters
- May 12, 2016 – Following COW for Personnel Matters
- May 19, 2016 – Preceding Board Meeting for Personnel Matters

II. Recognitions and Notifications

Student Board Report

CBSD Students of the Month

Columbia Middle School/Hill Campus Students of the Month

Business - Timothy Wambold, 7th Grade

Library - Emma Grove, 7th Grade

Art - Syerrah Rice, 7th Grade

Phys Ed - Elizabeth Miles, 8th Grade

Phys Ed - Kirkland Hamill Torres, 8th Grade

Music - Melanie Cruz-Bernard, 8th Grade

Band - Stephanie Kuhns, 8th Grade

Columbia High School Students of the Month

Art - Courtney Ryno, 9th Grade

Chorus - Walter Katalinas, 12th Grade

Phys Ed - Haley Lutz, 10th Grade

Phys Ed - Androw Narouz., 11th Grade

Family Consumer Science - Courtnie Betteley, 10th Grade

Band - Jaden Vazquez, 10th Grade

Technology - Damien Rineer, 12th Grade

Presentation of a plaque was made in appreciation by Mr. Michael White, CHS/CMS-Hill Campus Librarian to Millersville University, Alpha Gamma Nu Chapter of Kappa Delta Pi for their donations to the CBSD Libraries.

The Columbia Education Foundation acknowledge the 2016-2017 Mini-Grant recipients as follows:

Tammy Carles, Jen Horn, Mande Hatcher, Erin Nissley, Beth Nikolaus, Kristin Moritz, Megan Herr, Samantha Irwin, Heather Green, Kaitlin Joaquim, Jane Baker, Tina Warfel, Kathy Culp, Jodie Eck, Wendy King, Robert Peterson, Jill Kazmierczak, Mark Wisler, David Kemmick, Sarah Musselman, Ryan Boccagno, Steve Enders, Natalie Campbell, Mike Croft, Robin Young, Dawn Mehaffey, Kelly Santoro, Kathleen Foehlinger, Danielle Eshleman, Tara McCarty, Jo Swope, Cheryl Ronan, Melissa Deascenti, Amy Redding, Joshua Nolt, Danielle Reinhard, Angie Strickler, Michelle Winters, Caitlin Hogan, Dr. Ken Klawitter and Dr. Gregg McGough.

Congratulations to the CBSD and Amy Light, Business Manager, for receiving the Certificate of Achievement for Excellence in Financial Reports for the fiscal year ended June 30, 2015 by the Government Finance Officers Association.

III. Communications - None

The Administrators gave their reports

A. AGENDA ITEMS:

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

A.1

1.	Regular Board Meeting	April 21, 2016
2.	Committee of the Whole	May 12, 2016
3.	Property Committee Meeting	May 4, 2016
4.	Extra-Curricular Committee Meeting	May 4, 2016
5.	Finance & Audit	May 3, 2016
6.	Curriculum Committee Meeting	May 4, 2016

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

Motion passed – 9 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	April 2016
Treasurer's Report	No Report
Revenue Summary	Attached
Expenditures Budget	Attached
Budget Transfers	Attached

20- Capital Reserve Fund	
Revenue/Expenditure Summary	Attached
40- Debt Service Fund	
Revenue/Expenditure Summary	Attached
50- Food Service Fund	
Budget Summary	Attached
Revenue Summary	Attached
Participation Summary	Attached
80- Student Activities Fund	
Revenue/Expenditure Summary	Attached
Other-	
Tax Collector Report	Attached
Exoneration Requests	No Report
Grant Summary of Awards/Pending	Attached

Motion to approve was made by Mrs. Anspach, seconded by Mrs. Mattern. A roll call vote was taken. - Mrs. Anspach, Mrs. Mattern, Miss Hohenadel, Mr. Knighton, Mr. Leader, Mr. Lutz, Mr. Resch, Mrs. Schwert and Mr. Strickler voted yes.
Motion passed – 9 yes, 0 no

B.2 Approval of the check disbursements:

10- General Fund	May 2016
Accounts Payable Summary	Attached
Check Listing (Manual, Quick, Board)	Attached
Wires, ACH Payments	Attached
20- Capital Reserve Fund	
Check Listing	No Report
50- Food Service Fund	
Check Listing	Attached
80- Student Activities Fund	
Check Listing	Attached

Motion to approve was made by Mr. Resch, seconded by Mrs. Mattern. A roll call vote was taken – Mr. Resch, Mrs. Mattern, Mrs. Anspach, Miss Hohenadel, Mr. Knighton, Mr. Leader, Mr. Lutz, Mrs. Schwert and Mr. Strickler voted yes.
Motion passed – 9 yes, 0 no

INFORMATIONAL ITEM:
Permit Listing 2016

C. PROPERTY – (Mr. Knighton – Chair)

Mr. Knighton requested motions/discussions to approve the following Property Items:

C.1 Use of Facilities

CBAA Youth Basketball Program - Class C - requests the use of the CHS and Park Elementary School gymnasium June 22, 2016 through July 27, 2016 - 5:00 pm until 9:00 pm. for Summer League Basketball. Dates and times to be worked out with Athletic **Director, Jim Rhoads**. *Agreement has been made with the Board of Directors for wavier of fees.

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

Motion passed – 9 yes, 0 no

C.2 Use of Facilities

Columbia Borough Police Department - Chief Jack Brommer and Mayor Leo Lutz - Class B - request the use of the CHS/CMS-Hill Campus Auditorium on June 7, 2016 - 6:00 pm until 9:30 pm, to host a Community Heroine Forum.
No Fees Charged (Custodians on duty)

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

Motion passed – 9 yes, 0 no

C.3 Use of Facilities

Columbia Public Library - Class C - requests the use of the Park Elementary School cafeteria and gym from 10:00 am until 11:00 am on Mondays and Tuesdays in June, July, and August for programs designed to educate and entertain the Community.
Fees: Utilities - \$25.00 per hr. No fees charged for custodial - (on duty) TOTAL - \$550.00

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

Motion passed – 9 yes, 0 no

C.4 Waiver of Fees

Columbia Public Library - Class C - requests waiver of fees for use of the Park Elementary School cafeteria and gym on various dates in June, July and August.

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

Motion passed – 9 yes, 0 no

C.5 Use of Facilities

COBYS Family Services - Class C - requests the use of the Park Elementary School Library Thursday, May 12, 2016, Thursday, May 19, 2016 and Thursday, May 26, 2016 from 5:30 pm until 8:00 pm to provide Parenting classes to Columbia families who have been referred by the school, Youth Aid Panel or the Magisterial District Judge.

Fees: Utilities - \$3.75 per hr. No fees charged for custodial - (on duty) TOTAL - \$28.13

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

Motion passed – 9 yes, 0 no

C.6 Waiver of Fees

COBY'S Family Services - Class C requests waiver of fees for use of the Park Elementary School Library on May 12, 19, and 26, 2016.

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

Motion passed – 9 yes, 0 no

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:

Carol Martin	Cafeteria Site Manager CMS/Taylor Campus	Effective: June 7, 2016
Virginia Donnan	Food Service Assistant CMS/Taylor Campus	Effective: June 7, 2016
Deborah Burke	District/Board/Community Services Coordinator District Administration Center	Effective: July 13, 2016

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

Motion passed – 9 yes, 0 no

D.2 Approval of the following Transfer as listed:

Safaa Abd El Shahid	From: CHS/CMS-Hill Campus Food Service Asst. To: CHS/CMS-Hill Campus Building Services	Effective: May 23, 2016 Zone 11 \$9.75/\$10.00 60 Day Probation
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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, Mrs. Anspach, Mr. Knighton, Mr. Lutz, Mrs. Mattern, Mr. Resch, Mrs. Schwert and Mr. Strickler voted yes.

Motion passed – 9 yes, 0 no

D.3 Approval of the following New Hires (pending completion of all paperwork and satisfactory clearances) as listed:

Byron Tuell	CHS Assistant Football Coach	Effective: Upon completion of paperwork Step 1 / \$1,700.00
Jordan Higgins	CHS Assistant Football Coach	Effective: Upon completion of paperwork Step 1 / \$1,700.00
Shawn Kemmerer	CHS Assistant Football Coach	Effective: Upon completion of paperwork Step 1 / \$1,700.00
Travis Mumma	CHS Assistant Football Coach	Effective: Upon Completion of paperwork Step 1 / \$1,700.00
Demetrius Archer	CHS Assistant Marching Band Director	Effective: 2016 Marching Band Season Step 1 / \$1,200.00
Zachary Zink	CHS Marching Band Guard Instructor	Effective: Upon Completion of paperwork Step 1 / \$700.00
Michael Adams	Job Training Program	Effective: Upon Completion of paperwork Zone 11 \$7.25 per/hr.

Karl Kreiser	Head Varsity Girls Basketball Coach	Effective: Upon Completion of paperwork Step 20 Volunteer
Kerry Glover	Head Varsity Boys Basketball Coach	Effective: Upon Completion of paperwork Step 1 \$2,300.00

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

Motion passed – 8 yes, 1 no

D.4 Approval of the following Termination as listed:

Nicole Fleischmann	CBSD Part-time Custodian	Effective: May 18, 2016
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Motion to approve was made by Mrs. Schwert, seconded by Mr. Lutz. A roll call vote was taken – Mrs. Schwert, Mr. Lutz, Mrs. Anspach, Miss. Hohenadel, Mr. Knighton, Mr. Leader, Mrs. Mattern, Mr. Resch and Mr. Strickler voted yes.

Motion passed – 9 yes, 0 no

D.5 Approval of the following temporary, seasonal custodial summer help, beginning June 8, 2016 and ending August 19, 2016 as listed:

Josh Duke	Cafeteria	8 hours daily	\$9.00/per hr.
Laura Splain	Cafeteria	8 hours daily	\$9.00/per hr.
Twila Sentz	Cafeteria	8 hours daily	\$9.00/per hr.
Kelly Glatfelter	Substitute Custodian	8 hours daily	\$9.00/per hr.
Raylene Nonnenmocher	Cafeteria	8 hours daily	\$9.00/per hr.
Michael Adams	Job Training Program	8 hours daily	\$9.00/per hr.
Angel Morales-Valdes	Job Training Program	8 hours daily	\$9.00/per hr.

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

Motion passed – 9 yes, 0 no

D.6 Approval for Amy Redding to be assigned to any teaching position for which her certificate makes her highly qualified. Mrs. Redding has requested to remain in the position of Fourth Grade teacher at Park Elementary School for the 2016-2017 school year.

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

Motion passed – 9 yes, 0 no

D.7 Approval of the revised position guide for the Food Service Coordinator.

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

Motion passed – 9 yes, 0 no

D.8 Approval of the appointment of Board Personnel Committee Chair, Vickie Anspach and Board Finance Committee Chair, Kathleen Hohenadel to serve as the District's representatives in continued discussions and negotiations with the Eastern Lancaster County School District regarding a potential joint administrative agreement for the 2016//2017 school year. District representatives are authorized to engage legal counsel as appropriate to assist in these negotiations and, should the District representatives determine that a joint administrative agreement is in the best interests of the District, to draft a proposed joint administrative agreement for consideration by this Board at a future meeting.

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

Motion passed – 8 yes, 0 no, 1 abstained.

D.9 Approval to abolish the position of Columbia High School Dean of Students effective June 30, 2016.

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

Motion passed – 9 yes, 0 no

D.10 Approval to restructure the position of Columbia High School Athletic Director and to rename it "Director of Extra-Curricular Activities". This new position will have expanded responsibilities in the area of all Board approved Extra-Curricular organizations and activities. Effective July 1, 2016 the position of Athletic Director will be eliminated and replaced with the position of Director of Extra-Curricular Activities.

Motion to approve was made by Mr. Resch, seconded by Mr. Leader. A roll call vote was taken – Mr. Resch, Mr. Leader, Miss Hohenadel, Mrs. Anspach, Mr. Knighton, Mr. Lutz, Mrs. Mattern, Mrs.

Schwert voted yes. Mr. Strickler abstained.
Motion passed – 8 yes, 0 no, 1 abstained.

D.11 Approval of the Director of Extra-Curricular Activities Position Guide.

Motion to approve was made by Miss Hohenadel, seconded by Mrs. Mattern. A roll call vote was taken – Miss Hohenadel, Mrs. Mattern, Mrs. Anspach, Mr. Knighton, Mr. Leader, Mr. Lutz, Mr. Resch, Mrs. Schwert and Mr. Strickler voted yes.
Motion passed – 9 yes, 0 no

INFORMATIONAL ITEM:

Clearances have been provided and approved for the following volunteers at Park Elementary School:

Lindsay Brubaker, Ruth Suchanic, Sarah Jmelo, Tracey Burke, Michael Burke, Nathaniel Hedges, Joshua Cranford, Amber Fischer, Kristy Ortman, Laura Paetz, Katharine Donnan, Tasha Bootie, Paul Resch.

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

E.1 Approval of the 2016 Candidates for Graduation pending completion of all graduation requirements.

Motion to approve was made by Mr. Knighton, seconded by Mrs. Anspach. A roll call vote was taken – Mr. Knighton, Mrs. Anspach, Miss Hohenadel, Mr. Leader, Mr. Lutz, Mrs. Mattern, Mr. Resch, Mrs. Schwert and Mr. Strickler voted yes.
Motion passed – 9 yes, 0 no

V. OLD BUSINESS (Mr. Strickler - Board President) - None

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

NB.1 Approval to accept tuition student #2018074

Motion to approve was made by Mr. Knighton, seconded by Miss Hohenadel. A roll call vote was taken – Mr. Knighton, Miss Hohenadel, Mrs. Anspach, Mr. Leader, Mr. Lutz, Mrs. Mattern, Mr. Resch, Mrs. Schwert and Mr. Strickler voted yes.
Motion passed – 9 yes, 0 no

VII. REPORTS

A. BUSINESS MANAGER'S REPORT

B. SUPERINTENDENT

C. OTHER

Legislative Report - Mr. Strickler
 CTC Report - Mr. Knighton
 I.U. Report - Mr. Lutz
 Lancaster County Academy - Mrs. Schwert
 Community Development - Miss Hohenadel
 Columbia Education Foundation - Mr. Strickler
 Lancaster County Tax Collection Bureau (LCTCB) - Mr. Strickler
 Columbia Borough Council/CBSD Board of Directors - Mr. Strickler

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.

B. DATES FOR FUTURE COMMITTEE/BOARD MEETINGS

1.	Regular Board Meeting - 7 p.m.	June 16, 2016
2.	Committee of The Whole - 7 p.m. (if needed)	June 9, 2016
3.	Finance and Audit Committee - 6:30 p.m.	June 2, 2016
4.	Curriculum Committee Meeting - 6 p.m.	June 2, 2016
5.	Extra-Curricular Committee Meeting - 7:30 p.m.	June 2, 2016
6.	Property Committee Meeting - 7 p.m.	June 2, 2016
7.	Personnel Meeting (Executive Session) 8 p.m. (if needed)	June 2, 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 8:21 p.m.

Respectfully submitted,

Amy E. Light, Board Secretary

Transcribed and prepared by Deborah Burke