

CENTRAL COLUMBIA SCHOOL DISTRICT  
4777 Old Berwick Road  
Bloomsburg, PA 17815

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## MINUTES OF THE CENTRAL COLUMBIA BOARD MEETING

MONDAY, MARCH 17, 2014

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**Call to Order:** A meeting of the Central Columbia Board of School Directors was held at 6:00 p.m., on Monday, March 17, 2014, at the district office board room, President Coates presiding.

**Roll Call:**     Members Present:     Mr. Coates, President  
  Mr. Sitler, Vice President  
  Mr. Fogarty, Treasurer  
  Mr. Chyko  
  Mr. Crawford  
  Mr. Markowski  
  Mr. Rafel  
  Mr. Rhoads

Members Absent:     Mr. Klingerman

Staff Present:     Christina Fish, Director of Special Education  
                                  Jeff Groshek, High School Principal  
                                  Chad Heintzelman, Middle School Principal  
                                  Tracy Krum, Curriculum Coordinator  
                                  Annette Lowery, Business Administrator/Board Secretary  
                                  Kimberly MacDonald, Food Services Director/Assistant Business Administrator  
                                  Harry Mathias, Superintendent  
                                  John Monick, Technology Director  
                                  Dwayne Prosceno, Supervisor of Buildings and Grounds  
                                  Carla Sauer, Elementary/Middle School Assistant Principal  
                                  Thomas Sharrow, Elementary School Principal  
                                  Chris Snyder, High School Assistant Principal

**Recognition of Guests:** Ken Andreas, community member; Jenn Bates, faculty rep.; Hannah Beyer, student presenter; Brenda Brewer, teacher; Doug Brewer, community member; Makiah Brewer, student presenter; Doug Brown, presenter; Kelsey Diltz, teacher; Marla Diltz, teacher; Holly Hippenstiel, teacher; Paula Kaiser, community member; Korin LaCroix, teacher; Carrie Morgan, teacher; Emma Morgan, student presenter; Kevin Morgan, teacher; Lydia Moyer, teacher; Kyle Neuffer, student presenter; Jared Oman, student presenter; Kathy Thomas, teacher; and Kaitlyn Thursby, teacher.

**Minutes:** Mr. Chyko moved, seconded by Mr. Fogarty, passed unanimously with a voice vote, for approval of minutes from the Board Meeting on February 18, 2014, Board Meeting on March 3, 2014, and Board Work Session on March 3, 2014. (8-0)

**Construction Project Update:** Mr. Rick Hueholt reported that Phase 1 has begun. He stated Area E-Wing (science wing) has been sealed off and mechanical demolition starts in two weeks. Mr. Hueholt noted Phase 1a; demolition of the tennis courts, has begun for the geothermal wells.

**Academic Presentation:** **FFA** - Students Jared Oman and Kyle Neuffer, and advisors Doug Brown and Curt Turner reviewed the FFA program and presented the Board with a plaque of appreciation.

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**K'Nex Stem Design Challenge** – Elementary School Gifted Teacher, Kelsey Diltz, showed a video of the ES gifted students and what they learned and experienced from participating in the K'Nex challenge. Middle School Gifted Teacher, Laurie Witmer, informed the Board the middle school students took 1<sup>st</sup> place during the K'Nex challenge and Mrs. Witmer had some of her gifted students demonstrate how their “people mover” worked.

**Chapter 339 Plan** – Mr. Chris Snyder reported that two Ag programs in the high school meet the criteria for review under the Chapter 339 Plan. The two programs that meet the criteria are Ag Mechanization and Ag Operations & Related Sciences. Mr. Snyder noted in April 2013 the district received a checklist of what documentation was needed to provide evidence to PDE that the district met the criteria for these programs. In December 2013 PDE came and looked at our programs and stated the district has met 64 for the 69 requirements needed. Mr. Snyder stated the revised correction plan is to show how the district intends to correct the 5 missing requirements.

**Informational Items:** The following were presented for review: requests for buildings and facilities, reports on food service fund, general fund, capital reserve, middle school and high school activity accounts, athletic fund raising, high school construction fund, 2013 high school construction fund, memorial fund, and enrollment.

**Old Business:** None.

**Board Committee Reports and Action Items:**

Comprehensive Plan Representative – Mr. Crawford, representative, no report.

Activities and Personnel Committee – **Consent Agenda:** Mr. Fogarty moved, seconded by Mr. Chyko, for approval of the following activities and personnel actions. This motion passed as a result of the following vote tally: (8-0)

Mr. Chyko	Yes
Mr. Coates	Yes
Mr. Crawford	Yes
Mr. Fogarty	Yes
Mr. Markowski	Yes
Mr. Rafel	Yes
Mr. Rhoads	Yes
Mr. Sitler	Yes

Retirement Resignations – Approval was granted to accept the following retirement resignations:

<u>Staff Member</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service In the District</u>	<u>Eligible Stipend</u>
Dianna Boyer	1 <sup>st</sup> Grade	end of the 13-14 SY	27	\$1,620
James Fiedler	8 <sup>th</sup> Grade	end of the 13-14 SY	29	\$1,740
Grace Wallace	Custodian	June 6, 2014	6	\$360

Professional Staff Substitutes – Approval was granted to appoint the following professional staff substitutes:

<u>Name</u>	<u>Certification</u>
James Murtin	All Areas
Evan Thursby	All Areas

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**Enrollment Staffing Report:** Mr. Mathias reminded the Board that School Code 1124 and 1125 states a district cannot furlough or demote professional staff unless there has been a decrease in enrollment or a curtailment in programs. Mr. Mathias noted even though the following recommendations do not demote or furlough any staff the recommendations are based on a decrease in enrollment as reflected in the recent staffing/enrollment report:

- Consider not rehiring when possible for retirees
- HS Business – eliminate position (retirement)
- 8<sup>th</sup> Grade Social Studies – transfer high school faculty member to 8<sup>th</sup> Grade and replace with ½ time teacher (retirement)
- 5<sup>th</sup> Grade – transfer one certified Learning Support faculty member to this position. (Split lost position between MS & HS support for 2014-15 since they will share the same building next year...reevaluate for the 2015-16 school year.) (retirement)
- 1<sup>st</sup> Grade - replace (retirement)
- ES IST - replace (retirement)
- Reallocate time currently invested in upper level German to other school-related work

Finance, Budget & Insurance Committee – **Consent Agenda:** Mr. Sitler moved, seconded by Mr. Chyko, for approval of the following finance, budget and insurance actions. This motion passed as a result of the following vote tally: (8-0)

Mr. Chyko	Yes
Mr. Coates	Yes
Mr. Crawford	Yes
Mr. Fogarty	Yes
Mr. Markowski	Yes
Mr. Rafel	Yes
Mr. Rhoads	Yes
Mr. Sitler	Yes

Payment of Bills – Approval was granted to issue General Fund checks #69827 through #70007 totaling \$2,137,058.60, and Cafeteria checks #8518 through #8546 totaling \$100,036.45. (*Attached*)

Pay Bills from 2013 HS Construction Fund – Approval was granted to pay the following bills from the Capital Projects Account:

Tri County COG (Building Permit)	\$ 126,185.04
South Centre Township (Pole Barn Permit)	95.00
South Centre Township (Zoning Permit Appeal)	400.00
C&H Distributors (Boxes for Move)	661.44
Steve Shannon Tires (Trailer Rental)	696.76
Uline (Shrink wrap/Boxes)	617.57
Yoder Insurance (Builders Risk Insurance)	40,685.00
The Architectural Studio (Construction Fees)	19,196.58
A.B. Richards (POD Rental)	327.00
Alpha Card (ID Badges for Construction Workers)	635.61
Prismworks (Wireless Site Survey Project)	5,000.00
Skepton Construction, Inc. (General Contractor Pay #1)	440,604.00
Verizon Wireless (Clerk of Works Cell Phone)	100.22

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**Tentative Budget Discussion:** Mr. Mathias reported the current millage rate for the 2014-15 budget is 40.869 and includes the Act 1 Index of 2.6% property millage rate. Mr. Mathias stated the revenues reflect an increase of \$15,000 for Special Education funding and an adjustment in retirement and Social Security reimbursement. Mr. Mathias mentioned expenses reflect a decrease of \$32,000 in health care renewal costs, a decrease of \$80,000 from the debt service savings, and digital conversion funding adjustments. Mr. Mathias said expenses also reflect not replacing three retiring teachers (filling with 2.5 transfers and ½ shared teacher with Bloomsburg or Berwick) and one retiring aide (increase one staff member from 3 to 7 hours), increasing high school art to full-time, eliminating Pathways internship oversight contracts service (use other staff). Mr. Mathias noted these adjustments bring the tentative revenues to \$27,296,485 and the expenses to \$27,983,847 which brings the district to a deficit of \$687,362. Mr. Mathias stated to follow Act 48 guidelines the Board will need to commit or reserve \$1,760,000 to the high school project capital reserve account when they pass the final budget.

Mr. Rhoads asked if the district applied for exceptions and if the application was approved. Mrs. Lowery stated the deadline to apply for exceptions is March 26 and she will inform the Board if the exceptions were approved after the deadline.

Buildings & Grounds Committee – Mr. Crawford, chairperson, no report.

Curriculum, In-Service & Textbooks Committee – A “first reading” was presented for the following high school course proposals. These curriculum changes are recommended by the Act 48 Committee.

- Agricultural Science II
- Agricultural Science III
- Agricultural Science IV
- Algebra II
- Animal Science
- Bake Shop
- Child Development
- Environmental Science
- Futures II (revised)
- Geometry
- Gourmet Foods
- Honors Geometry
- Modern World History (revised)
- Oceanography
- Spanish III
- Special Foods
- Sports Nutrition

**Consent Agenda:** Mr. Rafel moved, seconded by Mr. Chyko, for approval of the following curriculum, in-service, and textbook actions. This motion passed as a result of the following vote tally: (8-0)

Mr. Chyko	Yes
Mr. Coates	Yes
Mr. Crawford	Yes
Mr. Fogarty	Yes
Mr. Markowski	Yes
Mr. Rafel	Yes
Mr. Rhoads	Yes
Mr. Sitler	Yes

Chapter 339 Plan – Approval was granted for the 2013-14 Chapter 339 Bureau of Career and Technical Education Approved Program Evaluation Correction Plan and Status Update.

Course(s) to be Declared for Reimbursement – Approval was granted for the following request(s) for course(s) declared for reimbursement:

Staff Member/Position		Course	Credits	Issued By
Jeremiah Johnson	58355	Foundations of Sports Performance	3	Missouri U
MS Phys Ed	66621	Multi-Cultural Issues in Sports	3	Missouri U
	66654	Legal Aspects of Sports Coaching	3	Missouri U

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Meeting(s) and/or Conference(s) –Approval was granted of the following meeting(s) and/or conference(s):

Staff Member	Location & Purpose	Date(s)	Fund	Cost
Kevin Haile	Hershey, PA PMEA All State Chorus Festival	03/26/14 - 03/29/14	General	\$618
Tara Smargiassi	Hershey, PA PMEA All State Chorus Festival	03/26/14 - 03/29/14	General	\$1,078
Mark Thomas & Scott Osborne	Seven Springs, PA HS TSA Conference	04/09/14 - 04/12/14	General	\$544
Laurie Aten	Harrisburg, PA PAEOP Conference	04/30/14 - 05/02/14	General	\$429
Patti Fogarty	Harrisburg, PA PAEOP Conference	04/30/14 - 05/02/14	General	\$495
Rosemary Nagle	Harrisburg, PA PAEOP Conference	04/30/14 - 05/01/14	General	\$442
Lyndi McDaniels	CSIU Transition Alliance Meeting	05/06/14	General	\$32

Student Field Trip Request(s) –Approval was granted for the following field trip requests:

Staff Member(s)	Location & Purpose	No. of Students	Date(s)	Fund	Cost
Lyndi McDaniels	Bloomsburg University Transition Conference	10	03/21/14	General	\$20
Kevin Haile	Hershey, PA PMEA All-State Band Festival	4	03/26/14 - 03/29/14	General	\$618
Tara Smargiassi	Hershey, PA PMEA All-State Chorus Festival	3	03/26/14 - 03/29/14	General	\$990
Mark Thomas &	Seven Springs, PA HS TSA Conference	8	04/09/14 - 04/12/14	General	\$2,800
Thomas Gill	Bloomsburg University HS Programming Contest	3	04/22/14		N/C
Kevin Noll	Lewisburg, PA HS Art Activity	9	04/22/14	General	\$45
Lance Miller & Todd Wolinsky	Bloomsburg University HS Model UN Conference	50	04/24/14	General	\$120
Annie Groff	Bloomsburg Sportsplex Kindergarten Activity	135	05/02/14	PTO	\$450

Equipment, Supply and Cafeteria Committee – Mr. Rhoads, chairperson, no report.

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Transportation Committee – Mr. Chyko, chairperson, no report.

Policy, Legislative, Goals & Evaluation Committee – Mr. Rhoads, chairperson, no report.

Negotiations & Grievance Committee – Mr. Fogarty, chairperson, no report.

Tax Exoneration & Local Revenue Committee – Adopt Resolution 03-17-14 – Mr. Crawford moved, seconded by Mr. Chyko, to grant approval to appoint Annette M. Lowery, Central Columbia School District’s Business Administrator, as the tax collector of the School Per Capital and Real Estate taxes for the following municipalities: Mifflin Twp., Mt. Pleasant Twp., North Centre Twp., Orangeville Boro., Orange Twp., Scott Twp., and South Centre Twp. The motion passed as a result of the following vote tally: (8-0)

Mr. Chyko	Yes
Mr. Coates	Yes
Mr. Crawford	Yes
Mr. Fogarty	Yes
Mr. Markowski	Yes
Mr. Rafel	Yes
Mr. Rhoads	Yes
Mr. Sitler	Yes

Vo-Tech Operating Committee – Approve Budget – Mr. Fogarty moved, seconded by Mr. Chyko, to approve the Columbia-Montour Area Vocational-Technical School 2014-15 General Fund Operating Budget in the amount of \$7,495,283. Central Columbia’s share of AVTS costs is \$998,645. The motion passed as a result of the following vote tally:(8-0)

Mr. Chyko	Yes
Mr. Coates	Yes
Mr. Crawford	Yes
Mr. Fogarty	Yes
Mr. Markowski	Yes
Mr. Rafel	Yes
Mr. Rhoads	Yes
Mr. Sitler	Yes

Central Susquehanna Intermediate Unit – Approve Budget – Mr. Rhoads moved, seconded by Mr. Chyko, to grant approval for the Central Susquehanna Intermediate Unit 2014-15 General Operating Budget in the amount of \$1,215,129. The motion passed as a result of the following vote tally: (8-0)

Mr. Chyko	Yes
Mr. Coates	Yes
Mr. Crawford	Yes
Mr. Fogarty	Yes
Mr. Markowski	Yes
Mr. Rafel	Yes
Mr. Rhoads	Yes
Mr. Sitler	Yes

Discussion Items – No report.

Student Report – No report.

**Representative Reports:**

Faculty Report – Mrs. Jenn Bates reported the schools are preparing to administer the PSSA and Keystone Exams. She also noted Super Saturday will be held on Saturday, March 22 in the elementary school.

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Administrative Reports –

Dwayne Prosceno, Buildings and Grounds Supervisor, noted Spring sports have started.

John Monick, Technology Director, stated the district is switching over to digital faxes on Wednesday, March 19.

Kim MacDonald, Food Service Director/Assistant Business Administrator, mentioned she viewed a webinar regarding free meals being offered to every student in the district through a federal program. Ms. MacDonald stated she is still waiting on more information about this program but we may not qualify.

Christina Fish, Special Education Director, thanked Miss Diltz and Ms. Witmer for going above and beyond for the recent K'Nex Challenge.

Chris Snyder, High School Assistant Principal, thanked Mr. Morgan for his work on getting the District 4 final games times to be early in the day so members of both the Boys' and Girls' Basketball teams could participate in both the playoff games and musical.

Chad Heintzelman, Middle School Principal, thanked the middle school staff for their preparation of PSSAs.

Carla Sauer, Assistant Elementary/Middle School Principal, noted this summer the administration may suggest to the policy committee edits to the iPad policy to incorporate some minor things that have come up since the start of the initiative. Mrs. Sauer then showed a short video from the elementary Title I reading night of Popcorn and Poetry.

Tom Sharron, Elementary School Principal, thanked the elementary staff for their preparation of PSSAs. He also informed the Board there are over 300 students signed up to participate in the Super Saturday event.

Annette Lowery, Business Administrator, asked the Board if they would be interested in a procurement card through PLIGIT. She noted the district could get cash back on purchases, better pricing, and free shipping. The Board said they were interested.

Tracy Krum, Curriculum Coordinator, stated everyone who handles PSSAs just completed three days of training on what to do with the PSSAs when the tests are under that staff's supervision.

Harry Mathias, Jr., Superintendent, requested an executive session immediately following the meeting to discuss a personnel matter. Mr. Mathias then asked the Board if they were interested in having the county assessment office provide a person to go around the district to evaluate and reassess every property. Mr. Mathias stated this would cost the district \$4,100 but once completed the district would see an increase in property taxes from the adjusted assessment values. The Board agreed to have the county assessment office evaluate the properties in the district.

**Public Comments:** None.

**Future Meetings:**

- Board Meeting at 6:00 p.m., on Monday, April 14, 2014, in the district office board room.

**Executive Session:** Mr. Coates called an executive to discuss a personnel matter immediately following the Board meeting.

**Adjournment:** Having no further business, President Coates adjourned the meeting at 7:53 p.m.

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Respectfully Submitted,  
Rosemary J. Nagle, Recording Secretary