Committee of the Whole Meeting  
September 12, 2016  
Minutes

Roll Call

Members in attendance were: Jonathan Dahl, Paul Irvin, Rodney Jones, Dina Maio, Melissa Readman, Thomas Wentzel, Glenn Yoder, and Jennifer Zeiset Note: Mr. Jones was joining the group by videocam.

Non-Voting Members in attendance were: Robert Hollister, Justin Johnson, Nadine Larkin, and Keith Ramsey

Members not in attendance were: Glenn Yoder and Bryan Naranjo

Staff/Public in attendance were: Several citizens of the community and Staff members of the District.

1. Welcome and Call to Order
Acting President, Mr. Wentzel opened the meeting at 7:00 p.m.

2. Moment of Silence/Reflection - Pledge of Allegiance
Acting President, Mr. Wentzel led in a silent mediation and the Pledge of Allegiance.

3. Citizens of the District Comments
At this time we will invite public (Citizens of the District) comment on any topic that is within the Board’s jurisdiction.

Neal Mark, New Holland

Mr. Mark thanked the Board for their service and the students and said a prayer.
4. **Special Presentation - Representative Dave Zimmerman, Harrisburg Updates**

Dr. Hollister introduced, Mr. Dave Zimmerman, State Representative for the 99th Legislative District. Representative Zimmerman thanked the Board for their service and reported on the recently passed budget by the General Assembly. Rep. Zimmerman presented the Board with several information facts about the new budget noting the total overall increase of $1.4 billion and a total of $2 million increase for education funding. He noted there were several tax increases put in place to cover those increases. He also presented several statistics on the makeup of the budget indicating that education was one of the highest percentage being 36% of the budget.

Rep. Zimmerman thanked the Board for all of their service and also commended the Board for approving the Columbia Borough School District partnership.

Dr. Hollister and several Board members thanked Rep. Zimmerman for coming to present before the Board.

5. **Approve Personnel Report**

Mr. Wentzel made a motion to approve the personnel report. It was seconded by Mr. Irvin. *The motion was approved. (7-0; 2 absent)*

6. **Property and Services**

   a. **Action Items - None**

   b. **Information Item - Update on Transportation Software**

   Mr. Ramsey reported to the Board an update on the Bus Transportation Software, Bus Tracks. He noted that the start of the year went much smoother than the previous year with many changes made to the system. Mr. Ramsey indicated that all students had received their lanyards and ID badges and the ID scanning process on busses would begin sometime during the month of October. He also noted that the hope was to have the parent portal portion of the system up and running by early next year.

   It was noted that Pequea Valley, Eastern Lebanon County, and Conestoga Valley school districts also had a bus tracking system in place.

7. **Program**

   a. **Action Item - Approve the Settlement Agreement for Educational Services for a Student with Special Needs**

   Dr. Larkin requested the Board to approve a settlement agreement for educational services for a student with special needs.
b. Action Item - Approve an Educational Program Tuition Agreement for 2016-2017 school year
Dr. Larkin requested the Board to approve the Education Program Tuition Agreement for the 2016-2017 school year for instruction for a student with special needs.

c. Action Item - Approval of Affidavits of Guardianship
Dr. Larkin requested the Board to approve the annual renewal and initial Affidavits of Guardianship for the 2016-2017 school year.

8. Management

a. Action Item - NEPOTISM POLICY # 304.1
Creation/addition of a Nepotism Policy. We have not had one in the past. It is recommended by the State Audit Team to add such a policy.
Dr. Hollister requested the Board to approve the addition of a Nepotism Policy at the recommendation of the State Audit Team.

b. Action Item - INSPECTION AND COPYING OF PUBLIC RECORDS POLICY 801
Minor change in the Right to Know Policy per State Audit Team recommendation. Dr. Hollister requested the Board to approve a minor change with the addition of the statement “The district shall not limit the number of records requested.” to the District’s Right-to-Know Policy as a recommendation from the State Audit Team.

It was noted that policies would be placed on the Board Agenda as a separate action item as the Board was forgoing the normal procedure of first reading, then second reading and final approval.

c. Action Item - INVESTMENT OF DISTRICT FUNDS POLICY # 609
Changes were made to the current Investment of District Funds policy to comply with Act 10 of 2016
Mr. Ramsey presented the Board with several modifications with the District’s Policy 609 Investment of District Funds. He noted that the changes clarified what were appropriate investments for the District and also made sure that the District was doing its due diligence when researching those companies.

d. Information Item - Enrollment Report for the District. Overall enrollment numbers are good; no issues to report.
Dr. Hollister reported that the current enrollment for the District was significantly lower than the previous year for elementary, indicating that the number was down 130 students. He noted that this in turn provided the District with great class sizes. Dr. Hollister also noted that the population growth numbers were fairly close to those predicted by the Pennsylvania Economy League (PEL). Dr. Hollister commented that he felt the District
was prepared to take on additional students, especially with the addition of the new Hawk Valley Golf Club development. He recommended that the Board continue to watch enrollment and request an update from PEL in the Spring.

e. Information Item - Business participation in our Pre-K advertising outreach.
Dr. Hollister updated the Board on the District’s Pre-K outreach providing families with the free pre-k online program, Ready Rosie. He noted that currently 27 families were using the program and the District was partnering with several businesses for advertising the program. Dr. Hollister wanted to publicly thank those business for their willingness to allow the District to advertise the Pre-K outreach:

Squireside
Lickity Split
New Holland Coffee
Library
NH Y
Sheetz
Palermo Pizza
Re-Uzit Shop
Bella Italia
Ranck’s Restaurant
Terre Hill Family Restaurant
Slice of Italy in Terre Hill
BB’s Grocery Outlet
Bakery in Churchtown
Morgantown Goodwill
Windmill Restaurant
Narvon Sunoco
Bowmansville Sunoco Gas Station
Weaver’s Store
Martin's Flooring
Fivepointville Laundromat
Re-Uzit Shop (Rt 23, Morgantown)
Antonio's Pizza (Morgantown)
Briar Rose Greenhouse
JB Zimmerman
Yoders
Carini’s
Shady Maple (gift shop and grocery)
Trailside (back counter)
Slice of Brooklyn
Town Hall Restaurant
BB Post Office

Dr. Larkin also reported to the Board as part of the Pre-K outreach the District was also offering free 45 minute day sessions for Pre-K students and their parents or guardians at
each elementary school in the subjects Music, Art, Library, PE, and STEM. Dr. Larkin thanked all the specialists for taking this initiative on.

Several Board members thanked the Administration for starting the Pre-K initiatives.

f. Other Item - PSBA Elections: Board member voting.
Dr. Hollister reported that PSBA was requesting the services of the Board with the upcoming PSBA Officer elections. He requested that the Board review the distributed information on the candidates and indicated that a motion would need to be made at the Board meeting to approve the voting.

Dr. Hollister also reported to the Board on the success of a new professional development day that was offered to teachers & staff during the Teacher In-Service Days. Teachers & Staff were given the option to attend multiple sessions throughout the day that were provided by the district and also their fellow colleagues. The District also hosted a mini fair of vendors which included several of the District’s healthcare & benefits vendors as well as Spartan Foundation. Dr. Hollister thanked Dr. Larkin and her team for creating and providing this professional development opportunity.

9. Announcements
Dr. Hollister announced that the Board Retreat would occurred the following week on Thursday, September 22, 2016.

10. Adjournment
Mr. Irvin made a motion to adjourn the meeting at 7:49 p.m. with a second by Mrs. Zeiset. The motion was approved. (7-0; 2 absent)

Mr. Irvin made a motion to reopen the meeting with a second by Mrs. Zeiset. The motion was approved. (7-0; 2 absent)

Mr. Wentzel made an announcement that an executive meeting occurred prior to the Board Meeting regarding a legal matter concerning an assessments.

Mr. Irvin made a motion to adjourn the meeting at 7:51 p.m. with a second by Mrs. Mr. Dahl. The motion was approved. (7-0; 2 absent)

Justin W. Johnson
School Board Secretary
September 12, 2016