

June 12, 2017
Conewago Valley Administration Office

The regular scheduled meeting of the Board of Directors of the Conewago Valley School District was called to order in the Board Room of the Conewago Valley Administration Office at 7:45 p.m. Mr. Keith Mummert called the meeting to order. The following members were present: Mrs. Linda Buffenmyer, Mr. William Huffman, Mr. Scott Becker, Mr. Luke Crabill, Mr. Eric Flickinger and Mrs. Jenene Conrad. Absent were: Mr. Ed Groft and Mr. Michael Buckley. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Ken Armacost, Dr. Christopher Bowman, Dr. Larry Sanders, Mr. Kevin Thomas and Solicitor Ms. Brooke Say.

An Executive session was called to discuss personnel matters prior to the start of the meeting.

Mr. Huffman made a motion, seconded by Mrs. Conrad to accept the minutes of the May 1, 2017 Committee of the Whole meeting and the May 8, 2017 Regular meeting of the Board of Directors. By voice vote the motion was carried.

Mr. Becker congratulated the students and other district personnel whose name appear on the monthly congratulations list.

Mrs. Buffenmyer made a motion, seconded by Mrs. Conrad to file the Treasurer's Report for audit and finance items.

1. The Treasurer's report showed:

<u>PNC Checking Account</u>			
Previous Balance	\$2,201,463.14		
Deposits	2,093,043.41		
Disbursements	<u>4,146,174.67</u>		
Balance 6/1/17			\$148,331.88
 <u>PA School District Liquid Asset Fund</u>			
Previous Balance	\$ 840,011.30		
Deposits	1,885.25		
Withdrawals	<u>32,744.31</u>		
Balance 6/1/17			\$809,152.24
 <u>PSDLAF Flex CD</u>			
Previous Balance	\$2,000,000.00		
Deposits	0.00		
Withdrawals	<u>0.00</u>		
Balance 6/1/17			\$2,000,000.00

PA Local Government Investment Trust

Previous Balance	\$5,656,356.95	
Deposits	279,295.39	
Withdrawals	<u>1,000,000.00</u>	
Balance 6/1/17		\$4,935,652.34

Capital Projects PLGIT 66-18

Previous Balance	\$50,412.40	
Deposit	28.88	
Disbursements	<u>3,966.22</u>	
Balance 6/1/17		\$46,475.06

Capital Reserve Fund Section 1431

Previous Balance	\$191,009.96	
Deposit	22.98	
Disbursements	<u>11,800.00</u>	
Balance 6/1/17		\$179,232.94

PLGIT Capital Reserve Fund Section 1431

Previous Balance	\$912,508.64	
Deposits	424.43	
Withdrawals	<u>0.00</u>	
Balance 6/1/17		\$912,933.07

1. **(Finance)** Recommend approval to pay the bills as listed, such list to include check and wire transfer numbers as listed in the total amount of:

Recommended paying the General Fund invoices as listed to include Checks #23327 to #23531 and void Check #23332 and void Checks #23410 to #23417. Pay Wire #92494 to #92511. Purchase Card payments #21125cc to #21174cc. Total General Fund payments are in the amount of \$4,320,856.46, Capital Reserve Fund Checks #410 and #411 in the amount of \$48,253.37. Food Service invoices to include Checks #2665 to #2693. Total Food Service Fund payments are in the amount of \$50,939.96 and Construction Bond invoices to include Check #210 in the amount of \$3,966.22.

2. **(Finance)** Recommend that PDE-2087 Monthly Reimbursement Voucher, School Lunch and Milk Program be accepted as a financial report on the operation and filed for audit.

3. **(Finance)** Recommend that the Board adopt the 2017-2018 General Fund Budget, as was duly advertised and held open to inspection, and was tentatively approved by the Board at its meeting of May 8, 2017 showing expenditures and estimated resources of the same amount of \$56,335,001, to appropriate resources as shown on the budget, and levy taxes necessary to raise with local revenue anticipated in the budget by adopting the formal tax resolution presented herewith, and the be attached to the minutes which, in summary provide for:

- a) 1.0% levy of all wages, earned income, and net profits of each resident in said school district - Act 511
- b) .5% Realty Transfer Tax - Act 511
- c) \$5 Per Capita Tax under Section 679 of the School code and a \$5 Per Capita - Act 511
- d) 5% Amusement Tax - Act 511
- e) 12.6412 Mill Real Estate Tax under School Code
- f) \$10/\$52 Emergency & Municipal Services Tax - Act 55 (dependent on municipality)

4. **(Finance)** Recommend that the District schools be authorized to make available to students for the 2017-2018 school year participation in “school accident insurance”, at their own expense, through Christian Baker Company and ACE American Insurance Company, at an annual cost of \$22 for “school time coverage” and \$88 for “24 hour coverage” and that the District pay for all District sports, including band and cheerleading and “School Trips and Special Activities Rider” at a cost of \$10,423.

5. **(Finance)** Recommend that the monies allocated to the following designated and capital reserve funds be legally and/or otherwise segregated for a specific or tentative future use in the amounts as shown below:

FUND BALANCE	AS OF 6/30/16
HEALTH CARE	\$2,469,377
ACT 77	\$ 0
DEBT PAYMENT	\$2,100,000
PSERS	\$ 990,180
ROOF WORK (ALL BUILDINGS ATHLETIC AREAS	\$ 794,234 \$ 500,000
TECHNOLOGY ACQUISITION	<u>\$ 182,567</u>
TOTAL DESIGNATED FUNDS	\$7,036,358
 UNDESIGNATED FUNDS	 <u>\$ 290,525</u>
 TOTAL FUND BALANCE	 \$7,326,883

Roll call vote: Mr. Huffman-aye; Mr. Flickinger-aye; Mrs. Conrad-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye; Mr. Crabill-aye and Mr. Mummert-aye. Motion was carried.

Mr. Huffman made a motion, seconded by Mr. Crabill to:

- 1. **(Ways & Means/Curriculum)** Recommend the firm of Stock & Leader be appointed as solicitors for the 2017-2018 school term.
- 2. **(Ways & Means/Curriculum)** Recommend approval of the Final School Calendar for the 2016-17 school year. (Available at meeting)

3. ***(Ways & Means/Curriculum)*** Recommend approval of the review of Board Policy #227 (Student Wellness).
4. ***(Ways & Means/Curriculum)*** Recommend approval of the review of Board Policy #807 (Food Services).
5. ***(Ways & Means/Curriculum)*** Recommend approval of the contract with Perry Smith Driving School to provide behind the wheel drivers training for the 2017-2018 school year.
6. ***(Ways & Means/Curriculum)*** Recommend approval for Karen Sipe to attend the ESSA and English Learners: Updated State Guidance and Procedures Workshop, sponsored by PaTTAN, at PaTTAN Harrisburg, on June 14, 2017 from 9am to 12:00pm, at no cost to the District, except travel not to exceed \$49.
7. ***(Ways & Means/Curriculum)*** Recommend approval for Karen Sipe to attend the Leading PA Schools for Language Learner Achievement Administrator Institute, sponsored by PDE and PaTTAN, at PaTTAN Harrisburg, on July 11-13, 2017, at no cost to the District.
8. ***(Ways & Means/Curriculum)*** Recommend approval for Russell Greenholt to attend the Legislative Advocacy Conference, sponsored by AASA, in Washington D.C. from July 10-12, 2017, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$1,135.
9. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty-seven (27) members of the high school varsity and junior varsity football team accompanied by Greg Bowman to travel to Biglerville High School on June 14, 2017 from 6:00pm to 8:00pm to attend a 7 on 7/10 on 11 workout, at no cost to the District.
10. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty-seven (27) members of the high school varsity and junior varsity football team accompanied by Greg Bowman to travel to Northern High School on June 29, 2017 from 6:00pm to 8:00pm to attend a 7 on 7/10 on 11 workout, at no cost to the District.
11. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty-seven (27) members of the high school varsity and junior varsity football team accompanied by Greg Bowman to travel to Lower Dauphin High School/Middle School on July 5, 2017 from 6:00pm to 8:00pm to attend a 7 on 7/10 on 11 workout, at no cost to the District.
12. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately eighty (80) members of the high school varsity and junior varsity football team accompanied by Greg Bowman to travel to Lebanon Valley College from 8:00 am on July 13, 2017 through 12:00 pm on July 18, 2017 to attend a team camp, at no cost to the District.
13. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty-seven (27) members of the high school varsity and junior varsity football team accompanied by Greg Bowman to travel to Littlestown High School on July 31, 2017 from 6:00pm to 8:00pm to attend a 7 on 7/10 on 11 workout, at no cost to the District.

14. **(Ways & Means/Curriculum)** Recommend approval of the contract for athletic training services for the 2017/2018 school year between the District and WellSpan Health.

15. **(Ways & Means/Curriculum)** Recommend approval for Ashley Greenholt to attend the SNAPa Conference, sponsored by SNAPa, in Pocono Manor, PA, on July 8-9, 2017, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$375.

16. **(Ways & Means/Curriculum)** Recommend approval of the contract between Easter Seals Western and Central Pennsylvania and the District for the 2017-2018 school year.

17. **(Ways & Means/Curriculum)** Recommend recognizing the Conewago Valley Foundation for Education (CVFE) as a parent booster/support organization.

Roll call vote: Mr. Huffman-aye; Mr. Flickinger-aye; Mrs. Conrad-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye; Mr. Crabill-aye and Mr. Mummert-aye. Motion was carried.

Mrs. Conrad made a motion, seconded by Mrs. Buffenmyer to:

1. **(Personnel)** Recommend approval of the End-of-Year Non-Bargaining Unit Personnel Salary and Wage Chart for 2016-2017.

2. **(Personnel)** Recommend approval of the Administrative Compensation Plan for the period July 1, 2017 through June 30, 2018.

3. **(Personnel)** Recommend approval of the 2017-2018 Curriculum Leader Compensation.

4. **(Personnel)** Recommend approval of the Non-Bargaining Unit Personnel Salary and Wage Statement for 2017-2018.

5. **(Personnel)** Recommend acceptance of the resignation of Jenny Shrader, Principal Secretary at NOMS, effective May 26, 2017.

6. **(Personnel)** Recommend acceptance of the resignation of Rebecca Zottneck, Instructional Aide at CVIS, effective May 26, 2017.

7. **(Personnel)** Recommend acceptance of the resignation of Allison Bowersox, Instructional Aide at CVIS, effective May 23, 2017.

8. **(Personnel)** Recommend acceptance of the resignation of Kim Aiello, school nurse at CVIS, effective immediately.

9. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Alecia Kraus for the purpose of childbirth/child rearing, such leave to begin on or about October 11, 2017 and extend until January 2, 2018 providing the employee signs the specified agreement to meet the requirements stated in the "Leave Without Pay Policy" adopted by the Board on June 24, 1986.

10. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Katie Yaukey for the purpose of childbirth/child rearing, such leave to begin on or about August 16, 2017 and extend until November 20, 2017 providing the employee signs the specified agreement to meet the requirements stated in the “Leave Without Pay Policy” adopted by the Board on June 24, 1986.
11. **(Personnel)** Recommend employment of Alexandra Heller as a Temporary Professional Employee - Guidance Counselor at NOHS, at a salary equal to Column Masters, Step 1 of the applicable negotiated agreement, effective the first day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
12. **(Personnel)** Recommend employment of Eileen Grob as a Temporary Professional Employee - ESL Teacher at CVIS, at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, effective the first day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
13. **(Personnel)** Recommend employment of Adam Smith as a Temporary Professional Employee - Social Studies Teacher at NOMS, at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, effective the first day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
14. **(Personnel)** Recommend employment of Brian Hunt as a Temporary Professional Employee - Technology Education Teacher at NOHS, at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, effective the first day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
15. **(Personnel)** Recommend employment of Eugene Kraus as a Professional Employee - Social Studies Teacher at NOHS, at a salary equal to Column Masters, Step 10 of the applicable negotiated agreement, effective the first day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
16. **(Personnel)** Recommend employment of Derek Gingerich as a Professional Employee - Math Teacher at NOHS, at a salary equal to Column Masters, Step 6 of the applicable negotiated agreement, effective the first day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
17. **(Personnel)** Recommend employment of Jarrod Linn as a Temporary Professional Employee - ISS Teacher at NOHS, at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, effective the first day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.

18. **(Personnel)** Recommend approval of the following Curriculum Cabinet Leaders for the 2017-2018 school year:

Abigail Reichart - Guidance - \$3500

19. **(Personnel)** Recommend employment of Kristy Colon as a part time cashier at Conewago Township Elementary School, effective the first day of the 2017-2018 school year, at the established rate in addendum A* (Range 4h2), pending having met all required Federal, State, and local hiring regulations.

20. **(Personnel)** Recommend employment of Tabitha DiSanti as a part time cafeteria worker at Conewago Township Elementary School, effective the first day of the 2017-2018 school year, at the established rate in addendum A* (Range 4f), pending having met all required Federal, State, and local hiring regulations.

21. **(Personnel)** Recommend employment of Kelly Landis as an instructional aide at New Oxford Elementary School (Category 3A), at the wage established in Addendum A* (Range 3b), effective the first day of the 2017-2018 school term, pending having met all required Federal, State, and local hiring regulations.

22. **(Personnel)** Recommend employment of LisaJo Smith as an instructional aide at New Oxford Elementary School (Category 3A), at the wage established in Addendum A* (Range 3b), effective the first day of the 2017-2018 school term, pending having met all required Federal, State, and local hiring regulations.

23. **(Personnel)** Recommend approval of the attached list of extracurricular assignments for the 2017-2018 school year.

24. **(Personnel)** Recommend approval of the following extracurricular assignments for the 17-18 school year, pending having met all Federal, State, and local hiring regulations.

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Tonya Lardarello	Advisor - Class of 2021	\$ 1,105.00
Jon Makowski	Sr. High Newspaper Advisor	\$ 894.00
Jason Cross	Co-Advisor - Speech/Debate Club	\$ 394.50
Katie Gingerich	Co-Advisor - Speech/Debate Club	\$ 394.50
Nicholas Shock	Jr. High Asst. Football Coach (33%)	\$ 1, 052.00
Steve Ernst	Jr. High Asst. Football Coach (33%)	\$ 1, 052.00

25. **(Personnel)** Recommend approval of the following volunteers, pending having met all Federal, State, and local regulations.

Glass, Robert G.	Holler, Daneen L.	Hughart, Michael L.
Markle, Betty A.	Tressler, Sandra M.	

26. **(Personnel)** Recommend employment of Monica Bajaj as a Temporary Professional Employee - Business Teacher at NOHS and CVIS, at a salary equal to Column Masters, Step 2 of the applicable negotiated agreement, effective the first day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.

27. **(Personnel)** Recommend approval of the following day-to-day substitute teachers for the 2017-2018 school term according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Timothy Rundle

28. **(Personnel)** Recommend approval of the following personnel transfers, effective for the 2017-2018 school year.

Jessica Nicholas from LS at NOMS to LS at NOHS
Patty Musselman from Secretary at CVIS to Athletic Director Secretary at NOHS
Sara Smith from Asst. Prin. Sec. at NOMS to Prin. Sec. at NOMS
Michelle Kopp from 10 month NOHS/Athletic Director Secretary to 10 month NOHS/Guidance Secretary

29. **(Personnel)** Recommend employment of John Beeman as Assistant Principal at New Oxford Middle School, effective July 1, 2017, pending having met all required Federal, State, and local hiring regulations.

Roll call vote: Mr. Huffman-aye; Mr. Flickinger-aye; Mrs. Conrad-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye; Mr. Crabill-aye and Mr. Mummert-aye. Motion was carried.

Mr. Flickinger made a motion, seconded by Mr. Huffman to:

1. **(Property & Supplies/ Use of Facilities)** Recommend authorizing Cross Keys Community Park with Tracy Miller as representative, to use the New Oxford Elementary School and New Oxford High and Middle School parking lots from 8:30am to 11:00am retroactive to Saturday, May 20, 2017, for the purpose of the 4th Annual Bark in the Park 5k course, at no charge, with the provision of proof of insurance as per Board Policy and for any services of custodians, security, cooks, and/or technical personnel as needed.

2. **(Property & Supplies/ Use of Facilities)** Recommend authorizing Immaculate Conception Church of BVM, with Pete Socks as representative, to use the District Auditorium and front parking lots from 6pm to 10pm on Monday, September 19, 2017, for the purpose of the John Michael Talbot Benefit Concert, with the charges outlined in Board Policy #707, with the provision of proof of insurance as per Board Policy and for any services of custodians, security, cooks, and/or technical personnel as needed.

3. **(Property & Supplies/ Use of Facilities)** Recommend authorizing New Oxford Area Chamber of Commerce, with Michele Sheets as representative, to use the New Oxford High

School front, rear, and west parking lots from 8am to 2pm on Saturday, October 28, 2017, for the purpose of the 10th Annual Harvest Day Parade, at no charge, with the provision of proof of insurance as per Board Policy and for any services of custodians, security, cooks, and/or technical personnel as needed.

4. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing Thanksgiving Day Community 5K Turkey Trot, with Angie Piraino as representative, to use the New Oxford Elementary School all-purpose room from 6:45am to 11:00 am on Thursday, November 23, 2017, for the purpose of the 26th Annual Turkey Trot 5k footrace, with the charges outlined in Board Policy #707, with the provision of proof of insurance as per Board Policy and for any services of custodians, security, cooks, and/or technical personnel as needed.

Immaculate Conception Church of BVM - rental charge = \$420; sound and lighting technician = \$30; custodial charge = \$140; Total charges = \$590

Thanksgiving Day Community 5K Turkey Trot - \$25 utility fee

Roll call vote: Mr. Huffman-aye; Mr. Flickinger-aye; Mrs. Conrad-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye; Mr. Crabill-aye and Mr. Mummert-aye. Motion was carried.

By common consent and action, Mr. Mummert adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Lori Duncan
Secretary

Extra Curricular Assignments for 2017-2018

SPORT/POSITION	COACH NAME	SPORT/POSITION	COACH NAME
FOOTBALL (FALL)		STUDENT COUNCIL	
Head Coach	Greg Bowman	High School (50% each)	Jason Warner/Courtney Zinn
Asst. Coach		Middle School	Eric Warner
Asst. Coach	Gene Kraus	CVIS	Jennifer Spencer
Asst. Coach	Mark Lookenbill		
Asst. Coach	Derek Starner	SCHOOL MUSICAL/PLAY - HS	
Asst. Coach	Ethan Chrismer	Director	Marcia Knorr
Asst. Coach (50%)	Joe Pittman	Director - Music	David Bowman
Asst. Coach (50%)	Darrell Crabbs	Costumer	Sarah Lewis
Asst. Coach (34%)	Joe Angelberger		
		BAND	
CROSS COUNTRY (FALL)		High School	Timothy Rohrbaugh
HEAD COACH		Middle School 7 - 8	David Zimmerman
		CVIS 4 - 6	Rebecca Sine
GOLF (FALL)		Jazz Band	Timothy Rohrbaugh
HEAD COACH	Josh O'Brien	STRINGS	
		7th - 12th	
FIELD HOCKEY (FALL)		4th - 6th	Matthew Wensel
HEAD COACH	Tonya Lardarello		
Asst. Coach	Tianna Weaver	CHORUS	
		High School	David Bowman
SOCCER - BOYS (FALL)			
HEAD COACH	Andrew Dellinger	CLASS ADVISOR	
Asst. Coach	Matt Hartman	Freshman	Tonya Lardarello (6/12/17)
		Sophomore	Amanda Bamberger
SOCCER - GIRLS (FALL)		Junior (50% each)	Ashlie Murren/Jen Snyder
HEAD COACH	Kaila Vogelsong	Senior	Layla Britton
VOLLEYBALL - GIRLS (FALL)		VARSITY CLUB	
HEAD COACH	Rachel Booth	Advisor	Alecia Kraus
Asst. Coach	Amanda Bamberger		
		YEARBOOK	
CHEERLEADING		High School	Layla Britton

HEAD COACH	Kara Roscoe	Middle School (50% each)	Beth Groden / Matthew Cotton
Asst. Coach (75%)			
Asst. Coach (75%)	Erika Alvarez	FBLA	
Asst. Coach (75%)	Caitlynnne Edwards	Advisor (50% each)	Patricia Bealmear/ Sarah Lewis
SPORT/POSITION	COACH NAME	SPORT/POSITION	COACH NAME
FFA		NATIONAL HONOR SOC.	
Advisor	Rick Jones	Advisor	Kathleen Siegel