

February 13, 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 7:32 p.m. Mr. Keith Mummert called the meeting to order. The following members were present: Mrs. Linda Buffenmyer, Mr. Ed Groft, Mr. William Huffman, Mr. Scott Becker and Mr. Luke Crabill, Mr. Eric Flickinger and Mr. Michael Buckley. Absent was Mrs. Jenene Conrad. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Ken Armacost, Dr. Gretchen Gates, Ms. Misti Wildasin, Mr. Kevin Thomas, and Solicitor Ms. Leigh Dalton.

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

Mrs. Buffenmyer made a motion, seconded by Mr. Groft to accept the minutes of the January 9, 2017 Committee of the Whole meeting and the January 16, 2017 Regular meeting of the Board of Directors. By voice vote the motion carried.

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

1. The Treasurer's report showed:

|   |    |                     |                 |
|---|----|---------------------|-----------------|
| <u>PNC Checking Account</u>                     |    |                     |                 |
| Previous Balance                                | \$ | 9,946,436.22        |                 |
| Deposits  |    | 573,119.41          |                 |
| Disbursements                                   |    | <u>6,185,170.04</u> |                 |
| Balance 2/1/17                                  |    |                     | \$4,334,385.59  |
| <br><u>PA School District Liquid Asset Fund</u> |    |                     |                 |
| Previous Balance                                | \$ | 918,530.14          |                 |
| Deposits  |    | 315.01              |                 |
| Withdrawals                                     |    | <u>24,410.99</u>    |                 |
| Balance 2/1/17                                  |    |                     | \$894,434.16    |
| <br><u>PA Local Government Investment Trust</u> |    |                     |                 |
| Previous Balance                                | \$ | 10,305,049.03       |                 |
| Deposits  |    | 209,433.20          |                 |
| Withdrawals                                     |    | <u>0.00</u>         |                 |
| Balance 2/1/17                                  |    |                     | \$10,514,482.23 |
| <br><u>Capital Projects PLGIT 66-18</u>         |    |                     |                 |
| Previous Balance                                | \$ | 56,778.68           |                 |
| Deposit   |    | 24.97               |                 |
| Disbursements                                   |    | <u>0.00</u>         |                 |
| Balance 2/1/17                                  |    |                     | \$56,803.65     |

Capital Reserve Fund Section 1431

|                  |                 |              |
|------------------|-----------------|--------------|
| Previous Balance | \$236,335.40    |              |
| Deposit          | 10.00           |              |
| Disbursements    | <u>1,980.36</u> |              |
| Balance 2/1/17   |                 | \$234,365.04 |

PLGIT Capital Reserve Fund Section 1431

|                  |              |              |
|------------------|--------------|--------------|
| Previous Balance | \$911,080.44 |              |
| Deposits         | 333.85       |              |
| Withdrawals      | <u>0.00</u>  |              |
| Balance 2/1/17   |              | \$911,414.29 |

Mrs. Buffenmyer made a motion, seconded by Mr. Huffman to file the Treasurer's Report for audit.

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

Mrs. Buffenmyer made a motion, seconded by Mr. Crabill to pay the General Fund invoices as listed to include Checks #22748 to #22906 and Void Check #21938. Pay Wires #92428 to #92448 and Purchase Card #20924cc to #21014cc. Total General Fund payments are in the amount of \$5,078,818.04. Capital Reserve Fund invoices to include Checks #403 to #405 in the amount of \$10,884.82. Food Service invoices to include Checks #2581 to #2601. Total Food Service Fund payments are in the amount of \$62,706.04. Construction Bond invoices to include Check #208 in the amount of \$3,966.22 and Void Check #207.

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.

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

Mr. Huffman made a motion, seconded by Mrs. Buffenmyer to:

1. **(Ways & Means/Curriculum)** Recommend authorizing Erin Lambert and Marcy Rickrode to attend the Psychological Counseling as a Related Service training, sponsored by PaTTAN, on February 13, 2017 from 8:30 am - 4:00 pm at PaTTAN in Harrisburg, at no cost to the District.

2. **(Ways & Means/Curriculum)** Recommend authorizing Tammy Cody to attend the PETE & C Annual State Tech Conference, sponsored by Pete & C, on February 12 through February 15, 2017 all day in Hershey, PA, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$302.00.

3. **(Ways & Means/Curriculum)** Recommend authorizing approximately nineteen (19) high school members of the French Club, supervised by Sharon Wingert to travel to Montreal

and Quebec, Canada from Sunday, April 2 through Wednesday, April 5, 2017, at no cost to the District.

4. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately ten to twenty-five (10-25) high school National Art Honor students, supervised by Jeanne Plotica, Amy Slonaker, and Misti Wildasin, to travel to Italy in the Fall of 2018, at no cost to the District.

5. ***(Ways & Means/Curriculum)*** Recommend authorizing four (4) high school FFA students, supervised by Richard Jones, to travel to Penn State University on March 18, 2017 from 7:00 am to 4:00 pm to a livestock judging event with other students from across the state, at no cost to the District.

6. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty (20) members of the New Oxford Indoor Percussion Ensemble (NOIPE), supervised by Tim Rohrbaugh and Chris Arnold, to travel to East Pennsboro High School, in Enola, PA on January 21, 2017 from 8:00 am to 5:00 pm to participate in a Keystone Indoor Drill Association (KIDA) sanctioned competition, at no cost to the District.

7. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty (20) members of the New Oxford Indoor Percussion Ensemble (NOIPE), supervised by Tim Rohrbaugh and Chris Arnold, to travel to Biglerville High School on February 4, 2017 from 7:00 am to 4:00 pm to participate in a Keystone Indoor Drill Association (KIDA) sanctioned competition, at no cost to the District.

8. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty (20) members of the New Oxford Indoor Percussion Ensemble (NOIPE), supervised by Tim Rohrbaugh and Chris Arnold, to travel to Brunswick High School, in Brunswick, MD on February 18, 2017 at times to be determined, to participate in a Keystone Indoor Drill Association (KIDA) sanctioned competition, at no cost to the District.

9. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty (20) members of the New Oxford Indoor Percussion Ensemble (NOIPE), supervised by Tim Rohrbaugh and Chris Arnold, to travel to Greencastle-Antrim High School, in Greencastle, PA on March 4, 2017 at times to be determined, to participate in a Keystone Indoor Drill Association (KIDA) sanctioned competition, at no cost to the District.

10. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty (20) members of the New Oxford Indoor Percussion Ensemble (NOIPE), supervised by Tim Rohrbaugh and Chris Arnold, to travel to Red Land High School, in Lewisberry, PA on March 18, 2017 at times to be determined, to participate in a Keystone Indoor Drill Association (KIDA) sanctioned competition, at no cost to the District.

11. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty (20) members of the New Oxford Indoor Percussion Ensemble (NOIPE), supervised by Tim Rohrbaugh and Chris Arnold, to travel to Chambersburg High School on April 2, 2017 at times

to be determined, to participate in a Keystone Indoor Drill Association (KIDA) sanctioned competition, at no cost to the District.

12. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately seventy-five (75) members of the Varsity Club, supervised by Alecia Kraus, to travel to Escape Games Live in York, PA on March 12, 2017 from approximately 11:00 am to 5:00 pm, to participate in a group activity to practice and analyze their skills in communication, organization, critical thinking, logic and creative genius in a high pressure environment, at no cost to the District.

13. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately twenty-one (21) members of CHS, supervised by Jason Cross, to travel to the Holocaust Museum, in Washington, D.C. on March 17, 2017 from approximately 6:00 am to 5:00 pm, at no cost to the District.

14. ***(Ways & Means/Curriculum)*** Recommend authorizing Margo Singer to attend the School Mental Health Liaison Cooperative, sponsored by System of Care/LIU #12, on March 1, 2017 from 8:00 am - 12:30 pm at the LIU #12, at no cost to the District.

15. ***(Ways & Means/Curriculum)*** Recommend authorizing Karen Sipe to attend the Discovery Ed STEM Academy, sponsored by LIU #12, #13, and #15, on March 24, 2017 from 8:00 am - 3:00 pm at LIU #13, at no cost to the District.

16. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately five (5) members of New Oxford Student Council, supervised by Jason Warner, to travel to Elizabethtown High School, on February 7, 2017 from approximately 7:30 am to 3:00 pm, to participate in the PASC District 8 Board Meeting, at no cost to the District.

17. ***(Ways & Means/Curriculum)*** The Administration recommends approval of the Agreement, Waiver, and Stipulation for Expulsion with a student, dated January 26, 2017.

18. ***(Ways & Means/Curriculum)*** Recommend authorizing Anthony Angelini to attend the Milken Educator Forum & National TAP Conference, sponsored by NIET and the Milken Family Foundation, on March 23, 2017 through March 25, 2017 in New Orleans, LA, at no cost to the District, except 2 substitute days.

19. ***(Ways & Means/Curriculum)*** Recommend authorizing Karen Sipe and Tammy Cody to attend the Symposium on Student Online Safety, sponsored by LIU #12, #13, and #15, on April 21, 2017 from 9:00 am through 1:30 pm, at LIU #13, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$90.

20. ***(Ways & Means/Curriculum)*** Recommend approval of the General Operating Budget for the Lincoln Intermediate Unit #12 for the 2017-2018 school year.

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

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

1. **(Personnel)** Recommend acceptance of the retirement of Marica Knorr, teacher at New Oxford High School, effective the last contractual date of the 2016-2017 school year.
2. **(Personnel)** Recommend acceptance of the retirement of Janet Eline, teacher at New Oxford Elementary School, effective the last contractual date of the 2016-2017 school year.
3. **(Personnel)** Recommend acceptance of the resignation of Rachael Orwick, Instructional Aide/PCA, effective February 3, 2017.
4. **(Personnel)** Recommend acceptance of the resignation of Lureen Nelson, ESL Instructional Aide, effective February 7, 2017.
5. **(Personnel)** Recommend acceptance of the resignation of Jessica McIntyre, Girls Head Lacrosse Coach , effective January 15, 2017.
6. **(Personnel)** Recommend acceptance of the resignation of Katie Yaukey, Girls Head Middle School Field Hockey Coach, effective February 1, 2017.
7. **(Personnel)** Recommend acceptance of the resignation of Levon Snyder, student custodian, effective February 10, 2017.
8. **(Personnel)** Recommend approval of the following extracurricular assignments for the 2016-2017 school year, pending having met all Federal, State, and local hiring regulations.

| <u>NAME</u>       | <u>POSITION</u>                          | <u>STIPEND</u> |
|-------------------|--|----------------|
| Eric Needle       | Girls Head Lacrosse Coach                | \$3,945        |
| Lindley Colm      | MS Girls Volleyball Coach                | \$2,630        |
| Chris Arnold      | Head Percussion Instructor Winter/Spring | \$ 750         |
| Michael Borsiquot | Percussion Instructor Winter/Spring      | \$ 750         |
| Brady Mann        | Percussion Instructor Winter/Spring      | \$ 500         |
| Karen Rohrbaugh   | Head Color Guard Inst. Winter/Spring     | \$ 750         |
| Chelsea Brown     | Color Guard Inst. Winter/Spring          | \$ 500         |
| Kimberly Connelly | Color Guard Inst. Winter/Spring          | \$ 500         |

9. **(Personnel)** Recommend approval of the transfer of Shonda Covington from Instructional Aide at NOE to Instructional Aide at CVIS with an increase in hours from 6 hours per day to 7.5 hours per day, effective February 6, 2017.
10. **(Personnel)** Recommend approval of the following day-to-day substitute teachers for the 2016-2017 school term according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Erin Haafke

Lureen Nelson (eff. 2/8/17)

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

Glover, Eric D.          Harner, Diana M.          Jacobson, Keith A.          Mann, Brady R.

12. **(Personnel)** Recommend approval of the following extracurricular assignments for the 2016-2017 school year, pending having met all Federal, State, and local hiring regulations.

| <u>NAME</u>  | <u>POSITION</u>                  | <u>STIPEND</u> |
|--------------|----------------------------------|----------------|
| Roger McGrew | Girls Lacrosse Asst. Coach (50%) | \$1,315        |

13. **(Personnel)** Recommend approval of the transfer of LisaJo Smith from substitute aide to instructional aide at New Oxford Elementary, effective February 6, 2017 through the remainder of the 2016-2017 school year.

14. **(Personnel)** Recommend employment of Alejandra Madrigal Garibay as an ESL aide at Conewago Valley Intermediate School (Category 3B), at the wage established in Addendum A\* (Range 3b), pending having met all required Federal, State, and local hiring regulations.

15. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Colleen Leppo for the purpose of childbirth/child rearing, such leave to begin approximately April 18, 2017, and extend the end of the 2016-2017 school year, 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, 1984.

16. **(Personnel)** Recommend approval of the following day-to-day substitute support staff for the 2016-2017 school term according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Brenda Clingerman          Sharon Eckert

17. **(Personnel)** Recommend approval of the following day-to-day substitute teachers for the 2016-2017 school term according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Sharon Eckert (nurse)          Kelly Landis

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

Chrismer, Amanda L.          Fahey Jr., William G.          Sauter, Melanie A.

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

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

1. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing Tennis for Kids, with Cindy Friedrich as representative, to use the New Oxford High School tennis courts from June 19, 2017 through July 21, 2017 from 9:00 am - 11:00 am on Monday's, Wednesday's, and Friday's for the purpose of Tennis for Kids, at no charge, with the provision of proof of insurance as per Board Policy and for the services of custodians, security, cooks, and/or technical personnel as needed.
2. ***(Property & Supplies/Use of Facilities)*** Recommend approval of the contract between Michael J. Smith and the Conewago Valley School District for lease of property known as the "Garber Tract" for the period from March 1, 2017 through March 1, 2020.

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

By common consent and action, Mr. Mummert adjourned the meeting at 8:33 p.m.

Respectfully submitted,



Lori Duncan  
Secretary