

January 16, 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. Jenene Conrad, Mrs. Linda Buffenmyer, Mr. Ed Groft, Mr. William Huffman, Mr. Scott Becker and Mr. Luke Crabill, Mr. Eric Flickinger and Mr. Michael Buckley. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Ken Armacost, Dr. Gretchen Gates, Ms. Misti Wildasin, and Mr. Kevin Thomas, Asst. Principal, Dr. Bryan Watkins 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 December 5, 2016 Committee of the Whole meeting and the December 5, 2016 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:

PNC Checking Account

Previous Balance	\$12,037,782.89	
Deposits	860,961.49	
Disbursements	<u>2,952,308.16</u>	
Balance 1/1/17		\$9,946,436.22

PA School District Liquid Asset Fund

Previous Balance	\$ 945,961.86	
Deposits	278.37	
Withdrawals	<u>27,710.09</u>	
Balance 1/1/17		\$918,530.14

PA Local Government Investment Trust

Previous Balance	\$7,209,957.37	
Deposits	3,095,091.66	
Withdrawals	<u>0.00</u>	
Balance 1/1/17		\$10,305,049.03

Capital Projects PLGIT 66-18

Previous Balance	\$56,757.49	
Deposit	21.19	
Disbursements	<u>0.00</u>	
Balance 1/1/17		\$56,778.68

Capital Reserve Fund Section 1431

Previous Balance	\$257,390.39	
Deposit	10.01	
Disbursements	<u>21,065.00</u>	
Balance 1/1/17		\$236,335.40

PLGIT Capital Reserve Fund Section 1431

Previous Balance	\$910,830.90	
Deposits	249.54	
Withdrawals	<u>0.00</u>	
Balance 1/1/17		\$911,080.44

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

Roll call vote: Mrs. Conrad-aye; 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. Groft to pay the General Fund invoices as listed to include Checks #22534 to #22747 and voided Check #22683. Pay Wires #92411 to #92427 and Purchase Card #20874cc to #20923cc. Total General Fund payments are in the amount of \$4,769,594.91. Capital Reserve Fund invoices to include Check #402 in the amount of \$1,650.02. Food Service invoices to include Checks #2548 to #2580. Total Food Service Fund payments are in the amount of \$75,604.59. No Construction Bond invoices were paid.

2. **(Finance)** Recommend acceptance of the 2017-2018 Preliminary Budget, including the request for Act 1 Exceptions.
3. **(Finance)** Recommend acceptance of the audit for the 2015-2016 fiscal year as presented by Kochenour, Ernst, Smyser, & Burg, P.C.
4. **(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.
5. **(Finance)** Recommend approval of the attached Tax Collection Resolution which will take effect July 1, 2018.

Roll call vote: Mrs. Conrad-aye; Mr. Huffman-aye; Mr. Groft-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye (#5-nay); Mr. Crabill-aye; Mr. Flickinger-aye; Mr. Buckley-aye; Mrs. Mummert-aye. Motion was carried.

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

1. **(Ways & Means/Curriculum)** Recommend approval of the 2017-2018 Tentative School Calendar.

2. ***(Ways & Means/Curriculum)*** Recommend approval of the York Adams Academy 2017-2018 Preliminary General Operating Budget.
3. ***(Ways & Means/Curriculum)*** Recommend authorizing Karen Sipe to attend the PETE & C Annual State Tech Conference, sponsored by PASBP and PAECT, on February 11 through February 15, 2017 all day in Hershey, PA. at no cost to the District.
4. ***(Ways & Means/Curriculum)*** Recommend authorizing Karen Sipe to attend the PA Assoc of Fed Prog Coord Annual Federal Conference, sponsored by PAFPC. On May 7 through May 10, 2017, all day in Seven Springs, PA, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$1,437.
5. ***(Ways & Means/Curriculum)*** Recommend authorizing one (1) orchestra student from the high school, supervised by Sharon Mack, to travel to Central York High School on January 27 and January 28, 2017 from 7:15 am on Friday and overnight into Saturday to attend the PMEA District 7 Orchestra Festival, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$95.
6. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately forty-two (42) middle and high school band members, supervised by David Zimmerman, to travel to Biglerville High School on February 24 and February 25, 2017 from 7:45 am to 4:45 pm to attend the Adams County Band Festival, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$776, plus the cost of two (2) substitutes, and transportation.
7. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately thirteen (13) high school juniors, supervised by Kimberly Hilfrank to travel to Franklin & Marshall College in Lancaster, PA on February 28, 2017 from 8:30 am to 4:30 pm to attend the Franklin & Marshall College Summit, at no cost to the District.
8. ***(Ways & Means/Curriculum)*** Recommend authorizing three hundred ninety (390) intermediate school students, supervised by Kristina Peterman and Stephanie Corbin, to travel to Camp Nawakwa on May 10 through May 12, 2017 from 7:45 am on the 10th to 2:00 pm on the 12th to attend Camp Cares, at no cost to the District.
9. ***(Ways & Means/Curriculum)*** Recommend authorizing seventy-five (75) members of the of the high school varsity club, supervised by Alecia Kraus, to travel to Niagara Falls on May 12 through May 14, 2017 from 11:00 pm on the 12th to 10:00 pm on the 14th, at no cost to the District.
10. ***(Ways & Means/Curriculum)*** Recommend authorizing Stephanie Corbin and Janet Trimmer to attend the Creating and Sustaining Strong Systems for Special Education Training, sponsored by PaTTAN, on February 2, April 10, and May 24, 2017 from 9:30 am to 1:30 pm, in Harrisburg, PA. at no cost to the District, except mileage.
11. ***(Ways & Means/Curriculum)*** Recommend authorizing Janet Trimmer, Margo Singer, and Erin Lambert to attend A Mixed Bag of Legal Issues in Special Education Training,

sponsored by Stock and Leader, on March 2, 2017 from 12:00 pm to 2:45 pm, at Spring Grove Middle School in Spring Grove, PA. at no cost to the District.

Roll call vote: Mrs. Conrad-aye; 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. Conrad made a motion, seconded by Mrs. Buffenmyer to:

1. **(Personnel)** Recommend acceptance of the retirement of Sharon Mack, teacher at New Oxford Middle and High School, effective the last contractual date of the 2016-2017 school year.
2. **(Personnel)** Recommend acceptance of the resignation of Gianni Torres, ESL instructional aide at the middle school, effective at the end of the school day on December 22, 2016.
3. **(Personnel)** Recommend the transfer of Kristen Eaton-Vlcej from a day-to-day substitute to a Long Term substitute at New Oxford High School, at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, effective January 17, 2017, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
4. **(Personnel)** Recommend the transfer of Brenda Wonder from a substitute cafeteria worker to a part time school term cook at Conewago Valley Intermediate School at (Category 6A), at the wage established in Addendum A* (Range 4f), pending having met all required Federal, State and local hiring regulations.
5. **(Personnel)** Recommend the transfer of Jennifer Bowers from a substitute cafeteria worker to a full-time school term cook at New Oxford High School (Category 3A), at the wage established in Addendum A* (Range 4e2), pending having met all required Federal, State and local hiring regulations.
6. **(Personnel)** Recommend the temporary transfer of Megan Theobald from approximately March 8 to May 3, 2017, from an instructional aide to an extended substitute teacher at New Oxford Elementary School.
7. **(Personnel)** Recommend the employment of Olivia Smith as a keyboarding aide at Conewago Township and New Oxford Elementaries (Category 3A) retroactive as of January 3, 2017, at the wage established in Addendum A* (Range 3b), pending having met all required Federal, State and local hiring regulations.
8. **(Personnel)** Recommend the employment of Esther L. Youker as an instructional aide at New Oxford Elementary (Category 3A) retroactive as of December 19, 2016, at the wage established in Addendum A* (Range 3b), pending having met all required Federal, State, and local hiring regulations.

9. **(Personnel)** Recommend the employment of Yolanda Livelsberger as an ESL aide at New Oxford Middle School (Category 3A) retroactive as of January 9, 2017, at the wage established in Addendum A* (Range 3b), pending having met all required Federal, State, and local hiring regulations.
10. **(Personnel)** Recommend the employment of Madison Halpenny as an instructional aide at New Oxford Middle School (Category 3A) retroactive as of January 9, 2017, at the wage established in Addendum A*(Range 3b), pending having met all required Federal, State, and local hiring regulations.
11. **(Personnel)** Recommend approval of the satisfactory completion of the 90-day probationary period of Sarah Linton, CVIS cafeteria with a \$.25 raise in salary, effective January 17, 2017.
12. **(Personnel)** Recommend approval of the satisfactory completion of the 90-day probationary period of Lydian Kessler, NOHS cafeteria with a \$.25 raise in salary, effective January 17, 2017.
13. **(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.

Kyla Swope

Stephanie Myers

Stephanie Warner

14. **(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.

Glenn Menges (custodian)

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

Buehrle, Shannon E.
Hartzell, Austin J.
McDaniel, Laura J.
Wineke, Michelle J.

Dyment-Gilbert, Jenifer
Herman, Rosemarie T.
Piper, Raquell R.
Winpigler, Erica M.

Halberstam, Kenneth D.
Hoshall, Danielle T.
Staub, Allison M.
Zimmerman, Dori L.

16. **(Personnel)** Recommend employment of Angela Simpson as a part-time cafeteria worker at New Oxford Middle School Category (6A) at the wage established in Addendum A* (Range 4h2), pending having met all required Federal, State, and local hiring regulations.

17. **(Personnel)** Recommend approval of the following volunteers to receive a stipend for the 2016-2017 Spring Musical as pit band members, pending having met all required Federal, State, and local hiring regulations.

<u>NAME</u>	<u>SALARY</u>
Charles Beard	\$400
Mike Chase	\$400
Michael Hirsh	\$400
James Kain	\$400
David Motter	\$400
William School	\$400
Roger Sine	\$400

18. **(Personnel)** Recommend approval of the following extracurricular assignments for the 16-17 Spring Musical, pending having met all Federal, State, and local hiring regulations.

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Tim Rohrbaugh	Pit Band Member	\$400
Sharon Mack	Rehearsal Accompanist	\$550

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

Beichler, Bryan	Beichler, Kelly	Phillips, Michael M.
Simpson, Cheri L.	Therit, Lori A.	

Roll call vote: Mrs. Conrad-aye; Mr. Huffman-aye; Mr. Groft-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye (#17-nay); Mr. Crabill-aye; Mr. Flickinger-aye; Mr. Buckley-aye; and Mr. Mummert-aye. Motion was carried.

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


1. **(Property & Supplies/Use of Facilities)** Recommend authorizing New Hope Faith Community with Vince Hall as representative, to use the District auditorium on January 5, 2017, from 4:00 pm to 10:00 pm to hold a memorial service for Pastor Kielley, with charges outlined in Board Policy #707, and any services of custodians, security, and/or technical personnel as needed, and with the provision of proof of insurance as per Board Policy.

2. **(Property & Supplies/Use of Facilities)** Recommend authorizing Immaculate Conception School with Jessica Rios as representative, to use New Oxford High School Main Gymnasium on February 7, 2017, from 5:00 pm to 10:00 pm, to hold a Harlem Wizards Fundraiser, with charges outlined in Board Policy #707, and any services of custodians, security, and/or technical personnel as needed, and with the provision of proof of insurance as per Board Policy.

Roll call vote: Mrs. Conrad-aye; 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 8:35 p.m.

Respectfully submitted,


Lori Duncan
Secretary