

September 19, 2016  
Conewago Valley School District

The regular scheduled meeting of the Board of Directors of the Conewago Valley School District was called to order in the Conewago Valley School District Administration Office at 7:30 p.m. Mr. Keith Mummert called the meeting to order. The following members were present: Mr. Scott Becker, Mrs. Linda Buffenmyer, Mr. William Huffman, Mr. Michael Buckley, Mr. Eric Flickinger and Mr. Luke Crabill. Absent were: Mrs. Jenene Conrad and Mr. Ed Groft. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Ken Armacost, Ms. Misti Wildasin, 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 Mr. Becker to accept the minutes of the August 1, 2016 Committee of the Whole meeting and the August 8, 2016 Regular meeting of the Board of Directors. By voice vote the motion was carried.

Mr. Mummert 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	\$1,380,481.99	
Deposits	8,978,783.23	
Disbursements	<u>3,679,900.48</u>	
Balance 9/1/16		\$6,679,364.74
<u>PA School District Liquid Asset Fund</u>		
Previous Balance	\$49,103.96	
Deposits	10.07	
Withdrawals	<u>8,149.48</u>	
Balance 9/1/16		\$40,964.55
<u>PA Local Government Investment Trust</u>		
Previous Balance	\$5,329,741.89	
Deposits	1,847,000.71	
Withdrawals	<u>2,833,597.55</u>	
Balance 9/1/16		\$4,343,145.05
<u>Capital Projects PLGIT 66-18</u>		
Previous Balance	\$99,701.85	
Deposit	27.40	
Disbursements	<u>20,961.21</u>	
Balance 9/1/16		\$78,768.04

Capital Reserve Fund Section 1431

Previous Balance	\$240,557.33	
Deposit	9.72	
Disbursements	<u>22,578.00</u>	
Balance 9/1/16		\$217,989.05

PLGIT Capital Reserve Fund Section 1431

Previous Balance	\$909,937.19	
Deposits	225.59	
Withdrawals	<u>0.00</u>	
Balance 9/1/16		\$910,162.78

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

Roll call vote: Mr. Huffman-aye; Mr. Flickinger-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye; Mr. Buckley-aye; Mr. Crabill-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 #21745 to #22085. Void General Fund Check #21873. Pay Wire #92357 to #92373 and Purchase Card transactions #20673cc to #20746cc. Total General Fund payments are in the amount of \$4,548,898.16. Food Service invoices to include Checks #2451 to #2480. Total Food Service fund payments are in the amount of \$52,966.36. Capital Reserve account Checks #393 to #397 in the amount of \$48,927.00 and no checks written from the Construction/Bond Fund.

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

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

1. ***(Ways & Means/Curriculum)*** Recommend approval of William A. Kurtz IV as a tuition student (twelfth grade) for the 2016-2017 school year, retroactive from August 22, 2016. (Parent: William A. Kurtz III)
2. ***(Ways & Means/Curriculum)*** Recommend approval of Andrew Hartman as a tuition student (ninth grade) for the 2016-2017 school year, retroactive from August 22, 2016. (Parent: Matthew Hartman)
3. ***(Ways & Means/Curriculum)*** Recommend authorizing Jenna Stiner to attend the LETRS Workshop Series sponsored by Lincoln Intermediate Unit #12 on September 15, November 20, December 7, 2016, January 11, February 1-2, March 1, 2017, from 8:00 a.m. to 3:30 p.m. in New Oxford, PA with all necessary expenses to be paid or reimbursed by the District not to exceed \$240.

4. ***(Ways & Means/Curriculum)*** Recommend authorizing Lorrie Eck to attend the Solution-Focused Counseling in Schools Practical Skills and Strategies sponsored by Cognitive Health Solutions Lincoln Intermediate Unit #12 on September 22, 2016, from 8:30 a.m. to 3:30 p.m. in New Oxford, PA, with all necessary expenses to be paid or reimbursed by the District not to exceed \$125.
5. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately five (5) District 7 Youth Band members, accompanied by Rebecca Sine to travel to Central Dauphin East Middle School on November 11, 2016 from 5:00 p.m. to 10:00 p.m. and November 12, 2016 from 8:00 a.m. to 3:00 p.m. in Harrisburg, PA, at no cost to the District, except transportation.
6. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately eighty (80) 7-3 Team middle school students, accompanied by Anthony Angelini, other teachers on the 7-3 Team, and approved parent volunteers to travel to Walters Art Museum on October 12, 2016 from 8:20 a.m. to 4:30 p.m. in Baltimore, MD, at no cost to the District.
7. ***(Ways & Means/Curriculum)*** Recommend authorizing approximately 10 (ten) members of the middle school student council, accompanied by Eric Warner and Jason Warner to travel to the 2016 PASC State Conference at Deer Lake High School on November 10-12, 2016 in Cheswick, PA, at no cost to the District except for substitute coverage for 2 (two) teachers for 2 (two) days.
8. ***(Ways & Means/Curriculum)*** Recommend authorizing Russell Greenholt to attend the Superintendent's Symposium in Annapolis, MD from September 28-30, 2016, at no cost to the District.
9. ***(Ways & Means/Curriculum)*** Recommend authorizing Ashley Greenholt to attend the South Central Association of Food Service Directors (SCAFSD) meetings, sponsored by SCAFSD on dates and times still to be determined but no more than 4 times throughout the school year, at no cost to the District, except transportation, not to exceed \$185.
10. ***(Ways & Means/Curriculum)*** Recommend authorizing Gretchen Gates and Christopher Bowman to attend the PVAAS: Conferencing with Teachers, sponsored by the Lincoln Intermediate Unit #12 on September 29, 2016 from 9:00 a.m. to 11:30 a.m. in New Oxford, PA, at no cost to the District.
11. ***(Ways & Means/Curriculum)*** Recommend authorizing Lynne Miller to attend the Wilson Foundations, sponsored by the Lincoln Intermediate Unit #12 on October 18, 2016 from 9:00 a.m. to 3:00 p.m. in New Oxford, PA, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$125.
12. ***(Ways & Means/Curriculum)*** Recommend accepting the donation of engraving services valued at approximately \$200 from Scott Coyle of Scott & Company Fine Jewelers.

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

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

1. **(Personnel)** Recommend acceptance of the resignation of Catherine Valtin, cafeteria worker at Conewago Township Elementary School, effective August 22, 2016.
2. **(Personnel)** Recommend acceptance of the resignation of Suzanne Sneeringer, cafeteria worker at New Oxford High School, effective August 22, 2016.
3. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Laura Adornato Smith for the purpose of family medical, such leave to begin on or about October 6 2016, and extend until care is no longer required 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.
4. **(Personnel)** Recommend employment of Tina Hagarman as a Temporary Professional Employee - Media Specialist/Librarian at Conewago Township and New Oxford Elementary Schools, at a salary equal to Column Masters, Step 3 of the applicable negotiated agreement, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
5. **(Personnel)** Recommend employment of Gianni Torres as an ESL instructional aide at New Oxford Middle School (Category 3A), at the established rate in addendum A\* (Range 3b), retroactive from August 17, 2016, pending having met all required Federal, State, and local hiring regulations.
6. **(Personnel)** Recommend employment of Bethany Yannotta as an instructional aide at Conewago Valley Intermediate School (Category 3A), at the established rate in addendum A\* (Range 3b), retroactive from August 17, 2016, pending having met all required Federal, State, and local hiring regulations.
7. **(Personnel)** Recommend employment of Kimberly Senecal as an instructional aide at Conewago Valley Intermediate School (Category 3A), at the established rate in addendum A\* (Range 3b), retroactive from August 17, 2016, pending having met all required Federal, State, and local hiring regulations.
8. **(Personnel)** Recommend amending the salary for Taylor Rudisill from Column Instructional 1, Step 1 to Column Masters, Step 1.
9. **(Personnel)** Recommend amending the salary for Lynne Miller from Column Masters, Step 10 to Column Masters +12, Step 10.
10. **(Personnel)** Recommend approval of the satisfactory completion of the 90-day probationary period of Sherri Cline, CVIS cafeteria with a \$.25 raise in salary, effective September 19, 2016.

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

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
*Kaila (Hess) Vogelsong	Girls Head Soccer Coach	\$3,945.00
Eddie Haley	Girls Assistant Soccer Coach	\$2,630.00
Caitlynne Edwards	Cheerleading Assist. Coach (25%)	\$ 592.00

**\*Amend Kaila (Hess) Vogelsong from Assistant Girls Soccer Coach to Head Girls Soccer Coach**

12. **(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.

Robin Kendlehart (8/17/16-J. Myer)		Brandy Stormes (8/17/16-J. McIntyre)
Angel Dunchack	Cynthia Garrett	Bradly Gossert
Stephanie Johnston (nurse)		Heather Laughman
Denise Mace	Ellen Miller	Shannon Mummert
Samantha Rimbey	Clint Shipley	Laura Silver
Karen Sunbury	Christopher Topper	Joshua Vyskocil

13. **(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.

Kristy Colon (cafe)	Christian DeSombre (8/22/16 - cafe)
Jessica Dubs (cafe)	Elaine Hartlaub (cafe)
Patricia Harmel ( 8/22/16-cafe)	Denise Sponseller (cafe)
Tracey Myers (8/22/16 - cafe)	Lorene Yohn (cafe)
Brenda Zimmerman (cafe)	Lisa Smith (aide)

14. **(Personnel)** Recommend employment of Sally Doron as a Long-Term Substitute Employee (vice April Bastress), at a salary equal to Column Instructional I, Step 1 of the applicable negotiated agreement, effective August 17, 2016 and ending the last day of the 2016-2017 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.

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

Adams Pamela L	Alexander Theresa N	Arnold Michael K
Arnold Rhonda L	Bittinger Tasha M	Borneo Amy L
Brown Christopher B	Brown Teresa R	Bucher Scott A
Burchette Stacey L	Carbaugh Kandy J	Carbaugh Rebecca G

Corey Elizabeth J	Dyson Michelle L	Eisenhart Pamela A
Eisenhart Ryan S	Fabre Tracie L	Fuhrman Kathi M
Gebhart Nicole	Goodwin Melissa D	Griffis Debra M
Hankey Deborah A	Hann Corie J	Harbaugh Erica K
Harvey Shannon N	Hennessey Michele D	Hoffman Maggie M
Johnson Woodrow M	Keiser Alison R	Knott Colton D
Knox Sherry M	Koller Jacqueline A	Koller John F
Koontz Megan E	Lau Erica L	Lawyer Shelly A
Leonard Angie M	Leonard Steven L	Long Julie A
Mallory Cheryl A	Lookenbill Monica R	Menicucci Misty G
Merkey Barbara Catherine	Mojica Amanda L	Orendorff Sarah A
Ott Jessica M	Pittman Grace L	Reed Sylvia V
Rosario Melissa A	Sanders Lindsay M	Sanders Timothy A
Sauter Suzette G	Schriefer Paul J	Shatto-Young Patricia J
Shock Erin K	Sipe Andrew B	Small Tracy R
Smith Lori J	Spence Melanie L	Sponseller Bryan K
Sponseller Denise M	Stagg Andrea K	Stalcup Melissa A
Strayer Stacey A	Wagaman Lindsey N	Weaver Sara M
Weber Rachel E	Winand Lisa A	Winters Kristin E
Wisor Miranda E	Wonder Heidi L	Zirkle Floyd S
Zirkle Melissa K	Griffiths Ellena	

16. **(Personnel)** Recommend acceptance of the resignation of Eileen Grob, ESL instructional aide at Conewago Valley Intermediate School, effective September 26, 2016.

17. **(Personnel)** Recommend employment of Cindy Brillhart as a part time cafeteria worker at Conewago Valley Intermediate School, at the established rate in addendum A\* (Range 4f), pending having met all required Federal, State, and local hiring regulations.

18. **(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 Yurick (9/8/16)

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

Colgan Annette M	Doron, William Jr.	Gittings Virginia L
Glass Catherine C	Keller Beth N	Lambooy Mandy J
Spencer Kent	Swift Linda J	

Roll call vote: Mr. Huffman-aye; Mr. Flickinger-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye; Mr. Buckley-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 Greater York County Wrestling Officials, with Bryant Meckley as representative, to use the District auditorium on October 18, 2016 and a classroom in the New Oxford High School on dates approved by the Athletic Director from 6:00 pm to 9:00 pm for the purpose of rules interpretation for league coaches and officials meetings, with charges outlined in Board Policy #707, 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 authorizing Girl Scout Troop 80297, with Becky Stabler as representative, to use the New Oxford Elementary Cafeteria, on the 1st and 3rd Wednesday's of the Month, same as Troop 80094 from 6:30 pm to 9:30 pm for the purpose of monthly meetings, with charges outlined in Board Policy #707, 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.
3. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing CODORUS (Lincoln Intermediate Unit #12), with Megan Zeigler as representative, to use the New Oxford High School cafeteria, auditorium lobby area the New Oxford Middle School LGIA and upstairs commons area on Mondays, Tuesdays, and Wednesdays, from 2:30 pm to 6:00 pm, starting September 19, 2016 and continuing through May 31, 2017. Thursday's students will be transported by the LIU #12 to Codorus to participate in activities. This grant received is for the purpose of after school tutoring, physical activity, and enrichment, with charges outlined in Board Policy #707, with the provision of proof of insurance as per Board Policy and for the services of custodian, security, cooks and/or technical personnel as needed.
4. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing Immaculate Conception School, with Jessica Rios as representative, to use the Conewago Valley Intermediate School building and parking lot and on October 15, 2016 from 8am to 10:30 am for the purpose of a 5K Fundraiser, with charges outlined in Board Policy #707, 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.
5. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing Family Life Church, with Kevin Wells as representative, to use the New Oxford High School practice field on April 8, 2017 from 7am to 1:00 pm (rain date of 4/15/17) for the purpose of a Annual Community Easter Egg Hunt, 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.
6. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing Mason Dixon Youth for Christ, with Perry Motter as representative, to use a New Oxford Middle School classroom and commons area one day weekly from Labor Day to Memorial Day from 3:00 pm to 5:00 pm for the purpose of Campus Life Club Meetings, with charges outlined in Board Policy #707, 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.

7. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing Cadette Troop 80094, with Jen Motter as representative, to use the New Oxford Elementary Cafeteria, on the 1st and 3rd Wednesday's of the Month, same as Troop 80297 from 6:30 pm to 9:30 pm for the purpose of monthly meetings, with charges outlined in Board Policy #707, 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.

8. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing AYUSA with Doris Junga as representative, to use the New Oxford Elementary School parking lot on November 26, 2016 from 5:45 am to 11:00 pm for the purpose of parking vehicles for a NYC bus trip, 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.

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

By common consent and action, Mr. Mummert adjourned the meeting at 8:06 p.m.

Respectfully submitted,

Lori Duncan  
Secretary