

May 8, 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 7:36 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. Ed Groft, Mr. Eric Flickinger, Mrs. Jenene Conrad 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, Ms. Misti Wildasin, Asst. Principal Mr. Drew Little and Solicitor Ms. Brooke Say.

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

Mr. Becker made a motion, seconded by Mrs. Conrad to accept the minutes of the April 3, 2017 Committee of the Whole meeting and the April 10, 2017 Regular meeting of the Board of Directors. By voice vote the motion was carried.

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

Mr. Groft made a motion to nominate Mrs. Buffenmyer for Board Treasurer. Mr. Groft made a motion, seconded by Mr. Buckley. By voice vote, the motion was carried. Mr. Groft made a motion to close nominations for Board Treasurer and elect Mrs. Buffenmyer Board Treasurer, seconded by Mr. Crabill. By voice vote, the motion was carried. Mrs. Buffenmyer was elected the Board Treasurer for a one-year term.

1. The Treasurer's report showed:

PNC Checking Account

Previous Balance	\$3,211,603.69	
Deposits	4,255,671.58	
Disbursements	<u>5,265,812.13</u>	
Balance 5/1/17		\$2,201,463.14

PA School District Liquid Asset Fund

Previous Balance	\$ 855,826.64	
Deposits	1,866.55	
Withdrawals	<u>17,681.89</u>	
Balance 5/1/17		\$840,011.30

PSDLAF Flex CD

Previous Balance	\$2,000,000.00	
Deposits	0.00	
Withdrawals	<u>0.00</u>	
Balance 5/1/17		\$2,000,000.00

PA Local Government Investment Trust

Previous Balance	\$8,109,479.73	
Deposits	1,046,877.22	
Withdrawals	<u>3,500,000.00</u>	
Balance 5/1/17		\$5,656,356.95

Capital Projects PLGIT 66-18

Previous Balance	\$50,385.00	
Deposit	27.40	
Disbursements	<u>0.00</u>	
Balance 5/1/17		\$50,412.40

Capital Reserve Fund Section 1431

Previous Balance	\$202,985.43	
Deposit	24.53	
Disbursements	<u>12,000.00</u>	
Balance 5/1/17		\$191,009.96

PLGIT Capital Reserve Fund Section 1431

Previous Balance	\$912,104.60	
Deposits	404.04	
Withdrawals	<u>0.00</u>	
Balance 5/1/17		\$912,508.64

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

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

Mrs. Buffenmyer made a motion, seconded by Mrs. Conrad to pay the General Fund invoices as listed in include Checks #23191 to #23326 and void Check #23199. Pay Wire #92474 to #92493. Purchase Card payments #21060CC to #21124CC. Total General Fund payments are in the amount of \$5,337,984.49, Capital Reserve Fund Checks #408 and #409 in the amount of \$23,800.00. Food Service invoices to include Check #2643 to #2664. Total Food Services fund payments are in the amount of \$67,739.95. No Construction Bond invoices.

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 the Secretary/Business Manager be authorized to make such minor changes to function, categories, or line items of the 2016/2017 General Fund Budget as may be necessary at any time prior to the filing of the Annual Financial Report to avoid over expenditure, provided that the additions equal the subtractions so as not to exceed the established



gross in approved expenditures for the 2016/2017 school term, subject to ratification by the Board.

4. **(Finance)** Recommend that cafeteria lunch prices for the 2017/2018 school year be set at \$2.35 for the elementary and intermediate schools, \$2.60 for secondary schools, 50¢ for milk, and that the cafeteria breakfast prices for the 2017/2018 school year be set at \$1.35 for all students.
5. **(Finance)** Recommend acceptance of the contract for Kochenour, Earnest, Smyser, and Burg, Certified Public Accountants, to conduct the annual audit of financial records of the District, as required by the Department of Education, for a fee of \$12,300.00.
6. **(Finance)** Recommend the authorization of the homestead and farmstead exclusion real estate tax assessment reductions for qualified properties within the Conewago Valley School District for the school year beginning July 1, 2017, under the provisions of the Homestead Property Exclusion Program Act (Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006).
7. **(Finance)** Recommend that the \$56,335,001.00 General Fund Budget for the 2017/2018 school year be proposed for adoption at the next regularly scheduled meeting of the Board subject to revisions as may come to be advisable, and that the Secretary take such action as may be necessary to meet the provisions of the law with reference to the public notice. (12.6412 mills real estate)
8. **(Finance)** Recommend acceptance of the Third Addendum to the Voluntary Agreement originally entered into on February 14, 2005 between Conewago Valley School District and the Brethren Home Community to be effective July 1, 2017 - June 30, 2022.

Roll call vote: Mr. Huffman-aye; Mr. Graft-aye; Mr. Flickinger-aye; Mrs. Conrad-aye; Mrs. Buffenmyer-aye; Mr. Becker-aye; Mr. Crabill-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 Lisa Miller and Roxann Hall to attend the Trauma Informed Training, sponsored by the Adams County Children's Advocacy Center, on May 22, 2017 from 9:00 am to 4:00 pm at the Adams County 911 Center in Gettysburg, PA, at no cost to the District.
2. **(Ways & Means/Curriculum)** Recommend authorizing Karen Sipe to attend the Special Ed English Language Learners Diversity Training, sponsored by PATTAN, on June 20, 2017 from 9:00 am to 4:30 pm at PATTAN in Harrisburg, PA, with all necessary expenses to be paid or reimbursed by the District not to exceed \$28.75 for travel.
3. **(Ways & Means/Curriculum)** Recommend authorizing Janet Trimmer to attend the Intensive Skills Training, sponsored by PATTAN, on July 12, 13, and 14, 2017 from 8:30 am to 4:00 pm at PATTAN in Harrisburg, PA, at no cost to the District except travel.

4. *(Ways & Means/Curriculum)* Recommend authorizing Janet Trimmer to attend the Establishing Basic Skills Sets For Children Who Are Nonverbal, sponsored by PATTAN, on July 24 and 25, 2017 from 8:30 am to 4:30 pm at PATTAN in Harrisburg, PA, at no cost to the District except travel.

5. *(Ways & Means/Curriculum)* Recommend recognizing the following clubs at New Oxford High School:

Debate Club

High School Girls Lacrosse Club

6. *(Ways & Means/Curriculum)* Recommend accepting the donation of children's books from her private collection of signed books, valued at approximately \$800 to Conewago Township Elementary Library from Katherine Boyer, Retired Conewago Township Elementary Librarian.

7. *(Ways & Means/Curriculum)* Recommend authorizing the administrative team of Conewago Valley School District to attend an administrative retreat at Gettysburg College on June 26, 27, 28, 2017, with all necessary expenses to be paid or reimbursed by the District.

8. *(Ways & Means/Curriculum)* Recommend approval of the revision of Board Policy #707 (Use of Buildings and Grounds). (available at meeting)

9. *(Ways & Means/Curriculum)* Recommend approval of the attached list of conferences and field trips for the 2017-2018 school year. (available at meeting)

10. *(Ways & Means/Curriculum)* Recommend approval of the attached curriculum for the 2017/2018 school year.

11. *(Ways & Means/Curriculum)* Recommend approval of the attached New Oxford High School Course Selection guide for the 2017/2018 school year. (available on District website)

12. *(Ways & Means/Curriculum)* Recommend approval of the attached list of professional conferences for the 2017-2018 school year.

13. *(Ways & Means/Curriculum)* Recommend approval of Resolution #100 to terminate the association between the Conewago Valley School District and the New Oxford Foundation, Inc.

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

Mrs. Conrad made a motion, seconded by Mr. Crabill to:

1. *(Personnel)* Recommend acceptance of the resignation of Sam Tressler, 2nd shift custodian at New Oxford Elementary, effective May 5, 2017.



2. **(Personnel)** Recommend acceptance of the resignation of Chelsey Banda, middle school field hockey coach, effective April 21, 2017.
3. **(Personnel)** Recommend employment of Neil Murren as a 2017 summer student custodian effective June 1, 2017, pending appropriate approvals as needed.
4. **(Personnel)** Recommend employment of Chris Powers as a 2017 summer student custodian at 20 hours/week effective May 30, 2017, at the established rate, pending appropriate approvals as needed.
5. **(Personnel)** Recommend employment of Andrew Hartman as a 2017 summer student custodian at 20 hours/week effective May 30, 2017, pending appropriate approvals as needed.
6. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Laura Hartlaub for the purpose of childbirth/child rearing, such leave to begin approximately September 29, 2017, and extend until January 15, 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, 1984.
7. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Anne Wade for the purpose of childbirth/child rearing, such leave to begin approximately September 23, 2017, and extend until the end of the 2017-2018 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.
8. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Tania Groft for the purpose of childbirth/child rearing, such leave to begin approximately October 3, 2017, and extend until April 17, 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, 1984.
9. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Megan Slusser for the purpose of childbirth/child rearing, such leave to begin approximately August 16, 2017, and extend until November 8, 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, 1984.
10. **(Personnel)** Recommend approval of the following day-to-day substitute nurse 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.

Alyssa Hull

11. **(Personnel)** Recommend approval of the attached list of 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.

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

Brillhart, Rachel A.	Brougher, Jessica A.	Collins, Scott R.
DeShong, Amber J.	Fett, Brian D.	Fett, Tommi J.
Fuhrman, Melissa A.	Getz, Rebecca L.	Hoffman, April M.
Hoffman, Neal D.	Lookenbill, Mark A.	Palmas, Cristel
Reid, Stefanie M.(retro 4/26/17)	Ridgway, Branwyn K.	Stacy, Alison P.
Tirpak, Jeannine M.	Tomechek, Brian P.	Widener, Beth A.
Yerka, Kelly N.		

13. **(Personnel)** Recommend employment of Edwin Orndorff as a 2nd shift custodian at New Oxford Elementary School, (Category 1) at the wage established in Addendum A\*(Range 2d ), pending having met all required Federal, State, and local hiring regulations.

14. **(Personnel)** Recommend approval of the following day-to-day substitute nurse 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.

Garrett Pendergass

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

Bryant, Jennifer M.	Klunk, Marie E.	Mummert, Lane
Orndorff, Tiffany L.	Ott Serenda A.	Small Joseph E.

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

Mr. Groft made a motion, seconded by Mrs. Conrad to:

1. **(Property & Supplies/ Use of Facilities)** Recommend authorizing Future Stars Tournaments, LLC, with Gavin Olsteen as representative, to use New Oxford High School Baseball Field/Field Hockey Field, Softball Field, and rear parking lot on Saturday, June 10, 2017 from 8:30 am to 5:00 pm and on Sunday June 11, 2017 from 12:00 pm to 5:00 pm for the purpose of the 2017 6th Annual Battle at Gettysburg, with 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.

2. **(Property & Supplies/ Use of Facilities)** Recommend authorizing Future Stars Tournaments, LLC, with Gavin Olsteen as representative, to use New Oxford High School Baseball Field/Field Hockey Field, Softball Field, and rear parking lot on Saturday, July 22, 2017 from 8:30 am to 5:30 pm and on Sunday July 23, 2017 from 12:00 pm to 5:30 pm for the purpose of the 2017 2nd Annual Civil War, with 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.

**Future Stars Tournament, LLC - \$500 for weekend of June 10-11, 2017**  
**\$500 for weekend of July 22-23, 2017**

3. *(Property & Supplies/Use of Facilities)* Recommend that the Board award the bids opened on April 10, 2017, as per specifications, for art supplies for the New Oxford High School for the 2017/18 school year.

Blick Art Materials, Galesburg, IL	786.39
Cascade School Supplies, North Adams, MA	93.03
Nasco, Fort Atkinson, WI	191.16
School Specialty, Inc., Lancaster, PA	50.75
<b>Total</b>	<b>\$1,121.33</b>

4. *(Property & Supplies/Use of Facilities)* Recommend that the Board award the bids opened on April 10, 2017, as per specifications, for industrial arts (shop technology education) equipment and supplies, including lumber for all shops at the New Oxford Middle School and the New Oxford High School for the 2017/18 school year.

Abbottstown Repair Shop, LLC, Hanover, PA	1,116.13
B & H Photo, New York, NY	2,618.15
Badger Graphic Sales, Inc., Kaukauna, WI	291.65
Blick Art Materials, Galesburg, IL	681.26
Electronix Express, Rahway, NJ	1,352.07
Lowes, Hanover, PA	2,119.33
Martin's New Oxford Hardware, Inc., New Oxford, PA	502.99
Metco Supply, Inc., Leechburg, PA	625.30
Midwest Technology Products and Services, Sioux City, IA	4,563.50

O'Shea Lumber, Glen Rock, PA	13,490.00
Paxton/Patterson, Chicago, IL	1,126.57
Pitsco Education, Pittsburg, KS	186.88
School Specialty, Lancaster, PA	326.34
Valiant National AV Sales, Fairfield, NJ	89.50
Valley Litho Supply, Rice Lake, WI	3,899.00
Ward's Science, Rochester, NY	807.34
<b>Total</b>	<b>\$33,796.01</b>

5. *(Property & Supplies/Use of Facilities)* Recommend that the Board award the bids opened on April 10, 2017, as per specifications, for athletic equipment and supplies and physical education supplies for the 2017/18 school year.

ARC Sports, Brookfield, CT	2,355.00
Aluminum Athletic Equipment Co., Royersford, PA	1,200.00
Bill Fritz Sports Corp, Apex, NC	262.00
BSN Sports, Inc., Dresher, PA	8,803.18
Flying Feet Sport Shoes, York, PA	15.50
Garden State Apparel, Sayreville, NJ	7,446.80
Gopher Sport, Owatonna, MN	1,101.97
Longstreth Sporting Goods, Parkerford, PA	1,945.89
MF Athletic, Cranston, RI	680.00
Pyramid School Products, Tampa, FL	1,821.58
REB Sports, Inc., Dallastown, PA	35.00
Riddell, Elyria, OH	2,950.00

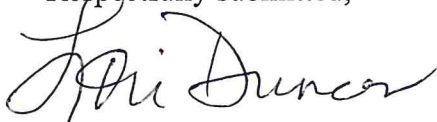


School Speciality, Lancaster, PA	48.89
Sports Endeavors, Hillsborough, NC	966.33
Sportsman's, Johnstown, PA	16,428.07
Triple Crown, Old Bridge, NJ	758.10
<b>Total</b>	<b>\$46,818.31</b>

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

By common consent and action, Mr. Mummert adjourned the meeting at 8:32 p.m.

Respectfully submitted,

  
Lori Duncan  
Secretary

## 2017-2018 SUBSTITUTE TEACHERS/ NURSES/ SUPPORT STAFF

<p><b>SUBSTITUTES</b>  <b>TEACHERS/NURSES</b>  Melanie Adams  Pamala Adams  Kirsten Ambrose  <i>Launa Bender</i>  *Katherine Boyer  <i>Heather Brosius</i>  <i>Patricia Cicala</i>  Gilbert Cornwell  *Mary Ann Dissinger  Sally Doron  Nancy Downing  *Margo Dunaway  Kristen Eaton-Vlcej  Stuart Eisenman  <i>Dana Farmer</i>  *Bonnie Filsinger  Barbara Floyd  Cynthia Garrett  Larry Grier  <i>Debra Griffis</i>  <i>Ellena Griffiths</i>  Paula Gross  Sharon Haifley  Cassandra Hess  Amanda Horick  Cassandra Horn  Alyssa Hull  <i>Mark Johnston</i>  Melinda Johnston  Stephanie Johnston  Thomas Johnston  *Robin Kendlehart  Alyssa Kennedy  Sean Kennedy  <i>Richard Kuhns</i>  Heather Laughman  Charlotte Lawrence  Cindy Layendecker</p>	<p>Denise Mace  *Betty Mauk  Denise Miller  Ann-Louise Monn  <i>Shanon Mummert</i>  Stephanie Myers  Lureen Nelson  MyDung Nguyen  <i>Stephanie O'Brien</i>  Richard Overcash  Garrett Pendergass  <i>Patti Powell</i>  *Deborah Prior  <i>Jerome Pritchett</i>  <i>Lurene Reier</i>  <i>Samantha Rimbey</i>  <i>Thomas Ryan</i>  <i>George Ryer</i>  <i>Karissa Schinze</i>  <i>Darline Sentz</i>  Clint Shipley  Nikole Siegel-Smith  <i>Karen Smith</i>  <i>Nicole Speelman</i>  <i>Rachel Staub</i>  <i>Julie Steckbeck</i>  Morgan Strite  Brandy Stormes  Kristi Teal  Megan Theobald  *Cathy Trostle  Jessica Vigoletti  <i>Tracy Warner</i>  Erin Yurick</p>	<p><b>SUSBSTITUTE SUPPORT</b>  <b>STAFF</b>  <i>(Aides, Cafeteria, Custodians)</i>  Robert Aumen (café)  Sharon Bankert (café)  Launa Bender (aide)  Deb Breighner (café)  Sierra Carpenter (aide)  Melissa Clemens (aide)  Kristy Colon (café)  Christian DeSombre (café)  Tabatha DiSanti (café)  Sharon Eckert (aide)  Julie Huestis (aide, cafe)  Jennifer Keeney (café)  Lurene Reier (aide)  Mary Rudisill (café)  Denise Sponseller (café)  Helen Warner (aide)  Lorene Yohn (café)</p> <p>* retirees  <i>Guest teacher</i></p>
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## 2017-2018 Curriculum

School	Grade Level	Subject	Title
NOE, CTE, CVIS	K-6	ELA	McGraw Hill Reading Wonders
NOMS	7-8	ELA	Houghton Mifflin Collections
NOHS	9-12	FCS	Guide to Food (14th Ed.)
NOHS	9-12	ELA	The Giver by Lois Lowery
NOHS	9-12	ELA	Tuesdays with Morrie by Mitch Albom
NOHS	9-12	ELA	Lord of the Flies by William Golding
NOHS	9-12	ELA	Sixty-Minute Shakespeare MacBeth by Cass Foster
NOHS	9-12	ELA	The Book Thief - 9th grade summer reading
NOHS	9-12	Social Studies	5 Steps to a 5 AP U.S. Government & Politics 2017
NOHS	9-12	Social Studies	American Government: Power and Purpose (14th Ed.)
NOHS	9-12	Social Studies	Lanahan Reading in the American Polity (6th Ed.)
NOHS	9-12	Social Studies	Krugman's Economics for AP
NOHS	9-12	Social Studies	Ways of the World: A Brief Global History with Sources, Combined Volume
NOHS	9-12	Social Studies	Thinking Through Sources for Ways of the World (Vol. 1)
NOHS	9-12	Social Studies	Thinking Through Sources for Ways of the World (Vol. 2)

Professional Conferences for 2017-2018

Category	Code	Person	Activity	
Memberships & Conferences	582-001	TBD	Teacher Conferences	
		TBD	Technology Conferences/Works hops	
		Rudisill	SAS Conference	
		Greenholt	Administrative Retreat	
		Sipe	PA Education for Children and Youth Experiencing Homelessness Program	<b>Covered with Title I funds</b>
		NOE/CTE	PSLA	
		NOMS/Chelsey Banda	LIU STEM Events	
		NOMS/Chelsey Banda	Gifted Boot Camp	
		NOMS/Laurie Miller	Guidance Conference	
		NOHS	PMEA In-Service Conference 2018	
		NOHS	Safe Driving Committee	
		NOHS	Driver Education Yearly Meeting	
		NOHS	Safe Driving Competition	
		Roxann Hall/Lisa Miller	Adams County Counselor Network Meeting	
		Roxann Hall/Lisa Miller	Gifted Network Meetings	
		Barb Biles	Gifted Network Meetings	



		Marcy Rickrode, Margo Singer, Erin Lambert	Psychologist Cohort Meetings	
		Marcy Rickrode	Stock & Leader Trainings	
		Marcy Rickrode	PATTAN Trainings	
		Linda Swift	Child Accounting	
		Linda Swift	Child Accounting	
		Linda Swift	PDE Data Summit	
		Lori Duncan	PASBO Conference	
		Rudisill	ASCD Membership	
		Rudisill	HR Specialist	
		Rudisill	HR Specialist	
	* Take out of teacher conference	CVIS/J Joanna Knot	LIU STEM Events	
	* Take out of teacher conference	CVIS/Nancy Buckley	LETRS or Wilson Training	
	* Take out of teacher conference	CTE	Guided Math	