

September 18, 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 7:33 p.m. Mr. Keith Mummert called the meeting to order. The following members were present: Mrs. Linda Buffenmyer, Mr. William Huffman, Mr. Luke Crabill, Mr. Eric Flickinger, Mr. Ed Groft and Mr. Michael Buckley. Absent were: Mr. Scott Becker and Mrs. Jenene Conrad. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Christopher Bowman, Dr. Ken Armacost, Mr. Kevin Thomas and Ms. Misti Wildasin and Solicitor Ms. Leigh Dalton.

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

Mr. Groft made a motion, seconded by Mr. Crabill to accept the minutes of the August 7, 2017 Committee of the Whole meeting and the August 14, 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.

1. The Treasurer's report showed:

PNC Checking Account

Previous Balance	\$ 1,893,705.57	
Deposits	10,048,684.01	
Disbursements	<u>4,148,530.90</u>	
Balance 9/1/17		\$7,793,858.68

PA School District Liquid Asset Fund

Previous Balance	\$ 725,973.65	
Deposits	2,139.32	
Withdrawals	<u>57,648.59</u>	
Balance 9/1/17		\$670,464.38

PSDLAF Flex CD

Previous Balance	\$2,000,000.00	
Deposits	0.00	
Withdrawals	<u>0.00</u>	
Balance 9/1/17		\$2,000,000.00

PA Local Government Investment Trust

Previous Balance	\$3,477,778.25	
Deposits	2,126,378.44	
Withdrawals	<u>2,927,721.26</u>	
Balance 9/1/17		\$2,676,435.43

Capital Projects PLGIT 66-18

Previous Balance	\$15,523.93	
Deposit	12.10	
Disbursements	<u>0.00</u>	
Balance 9/1/17		\$15,536.03

Capital Reserve Fund Section 1431

Previous Balance	\$103,750.97	
Deposit	19.00	
Disbursements	<u>22,636.00</u>	
Balance 9/1/17		\$81,133.97

PLGIT Capital Reserve Fund Section 1431

Previous Balance	\$913,989.33	
Deposits	596.82	
Withdrawals	<u>0.00</u>	
Balance 9/1/17		\$914,586.15

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

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

Mrs. Buffenmyer made a motion, seconded by Mr. Huffman to recommend paying the General Fund invoices as listed to include Checks #23859 to #24124 and void Checks #22906, #22963 and #23367. Pay Wires #92549 to #92566. Purchase Card payments #21303cc to #21374cc. Total General Fund payments are in the amount of \$4,533,577.18, Capital Reserve Fund Checks #417 and #418 in the amount of \$20,129. Food Service invoices to include Check #2710 to #2740. Total Food Service fund payments are in the amount of \$85,199.84 and no Construction Bond invoices were paid.

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. Flickinger-aye; Mr. Groft-aye; Mrs. Buffenmyer-aye; Mr. Buckley-aye; Mr. Crabill-aye; and Mr. Mummert-aye. Motion was carried.

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

1. **(Ways & Means/Curriculum)** Recommend accepting the donation of engraving services valued at approximately \$200 from Scott Coyle of Scott & Company Fine Jewelers.

2. **(Ways & Means/Curriculum)** The Administration recommends approval of the Agreement, Waiver, and Stipulation for Expulsion with a student, dated September 5, 2017.



3. *(Ways & Means/Curriculum)* Recommend recognizing the New Oxford High School Tennis Boosters (NOTB) as a parent booster/support organization.
4. *(Ways & Means/Curriculum)* Recommend authorizing Chelsey Banda to attend the STEM Solutions Fair sponsored by Lincoln Intermediate Unit #12 on September 26, 2017, from 8:30 am to 3:15 pm in New Oxford, PA with all necessary expenses to be paid or reimbursed by the District not to exceed \$149, including substitute pay.
5. *(Ways & Means/Curriculum)* Recommend authorizing Karen Sipe to attend the School Safety workshop sponsored by Lincoln Intermediate Unit #13 on September 27, 2017, in Lebanon, PA at no cost to the District.
6. *(Ways & Means/Curriculum)* Recommend authorizing Karen Sipe to attend the Scaffolding to Support Language Development workshop sponsored by PaTTAN on October 3-4, 2017, in Harrisburg, PA at no cost to the District.
7. *(Ways & Means/Curriculum)* Recommend authorizing Karen Sipe to attend the Accessing Inquiry for EL through Primary Sources workshop sponsored by the Center for School and Communities on October 3-4, 2017, in Camp Hill, PA at no cost to the District.
8. *(Ways & Means/Curriculum)* Recommend authorizing Lori Althoff to attend the Odyssey Ware Update and training sponsored by the LIU #12 on September 27, 2017, in New Oxford, PA at no cost to the District, except for substitute coverage.
9. *(Ways & Means/Curriculum)* Recommend authorizing Lauri Beans to attend the Pennsylvania Association of Educational Office Professionals (PAEOP) fall workshop sponsored by PAEOP and PSBA on November 3, 2017, in Mechanicsburg, PA at no cost to the District.
10. *(Ways & Means/Curriculum)* Recommend authorizing Janet Trimmer to attend the PA Fellowship Program Graduates workshop sponsored by PDE on October 12-13, 2017, in Harrisburg, PA with all necessary expenses to be paid or reimbursed by the District not to exceed \$121.90.
11. *(Ways & Means/Curriculum)* Recommend authorizing Marcy Rickrode to attend the Psychologist Cohort sponsored by area school districts on various dates throughout the 2017-2018 school year, at the various area school districts from 12:30 pm to 3:30 pm, at no cost to the District.
12. *(Ways & Means/Curriculum)* Recommend authorizing one (1) student council member, accompanied by Jason Warner to travel to Halifax High School on October 2, 2017 and May 7, 2018 to attend the PASC District 8 Board Meetings in Halifax, PA, at no cost to the District.
13. *(Ways & Means/Curriculum)* Recommend authorizing approximately fifteen (15) student council members, accompanied by Jason Warner to travel to Red Lion High School on November 2, 3, and 4, 2017 to attend the PASC State Conference in Red Lion, PA, at no cost to the District.

14. **(Ways & Means/Curriculum)** Recommend authorizing approximately thirty-three (33) members of the girls high school soccer team, accompanied by Kaila Vogel song to travel to Messiah College on September 20, 2017 from 5:00 pm to 10:00 pm to attend a Messiah College women's soccer game in Mechanicsburg, PA, at no cost to the District.
15. **(Ways & Means/Curriculum)** Recommend authorizing Chris Rudisill to attend the eLead Summit sponsored by eSpark on October 2-3, 2017, in Chicago, IL at no cost to the District.
16. **(Ways & Means/Curriculum)** Recommend approval of the contract between Transfinder and the Conewago Valley School District for a period of 3 years.
17. **(Ways & Means/Curriculum)** Recommend authorizing Christopher Spinks to attend the Educator Workshop sponsored by the American Heart Association on September 21, 2017, from 9:00 am to 4:00 pm at the Holiday Inn Harrisburg-Hershey in Grantville, PA at no cost to the District, except for substitute coverage.
18. **(Ways & Means/Curriculum)** Recommend approval to advertise for energy service providers to perform energy saving upgrades under Act 163.

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

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

1. **(Personnel)** Recommend acceptance of the resignation of Kim Cook, paraprofessional (school nurse/LPN), for the purpose of retirement effective September 5, 2017.
2. **(Personnel)** Recommend acceptance of the resignation of Alen Ahmetovic, boys assistant basketball coach, effective August 21, 2017.
3. **(Personnel)** Recommend amending Christopher Powers from a part-time 12-month custodian to part-time school term custodian retroactive to August 16, 2017.
4. **(Personnel)** Recommend amending Terence Funt from a substitute student custodian to student custodian retroactive to August 23, 2017, at the established rate, pending appropriate approvals as needed.
5. **(Personnel)** Recommend amending the salary for Autumn Zaminski from Column Instructional 1, Step 6 to Masters, Step 6.
6. **(Personnel)** Recommend employment of Rachel Costello as an instructional aide at New Oxford Elementary School (Category 3A), at the wage established in Addendum A\* (Range 3b), retroactive to August 25, 2017, pending having met all required Federal, State, and local hiring regulations.



7. **(Personnel)** Recommend employment of Lisa Ketron as a part-time school term instructional aide at Conewago Valley Intermediate School (Category 3A), at the wage established in Addendum A\* (Range 3b), retroactive to August 21, 2017, pending having met all required Federal, State, and local hiring regulations.
8. **(Personnel)** Recommend employment of Jennifer Alfree as an instructional aide (PCA) at New Oxford Middle School (Category 3A), at the wage established in Addendum A\* (Range 3b), retroactive to August 24, 2017, pending having met all required Federal, State, and local hiring regulations.
9. **(Personnel)** Recommend employment of Sarah Nickey as a Long-Term Substitute Employee (vice: Autumn Zaminski, Tina Hagerman & Tania Groft) at Conewago Township Elementary and Conewago Valley Intermediate Schools, at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, retroactive to August 21, 2017 and ending the last day of the 2017-2018 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
10. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Jennifer Ulsh, such leave to begin on or about November 21, 2017 and extend until approximately February 16, 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.
11. **(Personnel)** Recommend approval of the following extracurricular assignments for 2017-2018, pending having met all Federal, State, and local hiring regulations.

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Krysten Dema (retro 8/21/17)	Field Hockey Asst. Coach (JH)	\$2,630.00
Megan Yingling (retro 8/21/17)	Field Hockey Asst. Coach (JH)	\$2,630.00
Wayne McIntyre	Girls Basketball Asst. Coach (9th)	\$3,261.00

12. **(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.

Kelly Bair	Jessica Brougher	Kenton Mummert
Nicole Negley	BriAnna Thomassy	Melissa Wagner

13. **(Personnel)** Recommend approval of the following day-to-day substitute support staff 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.

Rachel DeCesare (aide) - retro to 8/31/17	Eileen Gass (cafeteria)
Joanna Kersey (aide)	Nancy Kraber (cafeteria)
Beth Lacey (aide)	Sandra Lawrence (aide/secretary) - retro to 8/22/17
Angela Rothenhoefer (aide/cafeteria)	Denise Sponseller (aide)
Peggy Staub (cafeteria) - retro to 9/1/17	Linda Teal (cafeteria) - retro to 9/1/17

Corrie Wilderson (cafeteria)

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

Atkins, Rebecca A.	Auchey, Angela D.	Bosserman, Brandon L.
Bosserman, Celeste F.	Bowman, Debra L.	Brillhart, Melissa A.
Cammauf, Jessica J.	Carey, Jamie A.	Catchings, Meredith M.
Ebersole, Donna M.	Ecker, Laura T.	Ecker, Torren C.
Flickinger, Deidrea D.	Haar, Amber R.	Hahn, Bonita L.
Henry, Ryan A.	Hersh, Amy L.	Hoffman, Jacob E.
Knaub, Courtney L.	Kuhn, Sonya C.	Lincoln, Laurie
Lowenthal, Matthew H.	Menges Roxann	Miller, Kristy M.
Mossburg, Morgan E.	Myers, Marianne M.	Myers, Sandra E.
Neiderer, Amy E.	Noel, Jessica A.	Piper, Lacy J.
Rosenbach, Deena M.	Rosenbach, Stefan P.	Ross, Melissa A.
Salazar, Cynthia	Shaffer, Jessica L.	Smith, Mindy L.
Tyler, April L.	Wagaman, Aleisha	Wallen, Cassandra M.

15. **(Personnel)** Recommend approval of a Professional Development Leave for Amy Neiderer for the 2018-2019 school term according to the conditions set forth in Board Policy #417.

16. **(Personnel)** Recommend acceptance of the resignation of Deborah Bowers, aide (PCA) at NOMS, effective September 8, 2017.

17. **(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.

Iva Breighner (nurse)

18. **(Personnel)** Recommend approval of the following day-to-day substitute support staff 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.

Tammy Terrazas (custodian)

19. **(Personnel)** Recommend approval of the following extracurricular assignments for 2017-2018, pending having met all Federal, State, and local hiring regulations.

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Michael Englar	Girls Head Basketball Coach	\$4,997.00

20. **(Personnel)** Recommend employment of Jennifer Turner, as a LPN - Paraprofessional for Conewago Valley School District (220 Days), at the wage established in Addendum A\*



(Range 6a), effective September 19, 2017, pending having met all required Federal, State, and local hiring regulations

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

Bair, Heather L.	Bosserman, Emily K.	Cook, Kimberly A.
Davis, James F.	Doyle, Brian C.	Groft, Erin K.
Hagarman, Anna K.	Hoffman, Jacob E.	Martin, Megan M.
Mathias, Christina N.	Mossburg, Matthew D.	Price, Mary W.
Rabine, Gail M.	Schmidt, Megan D.	Sharrer, Barbara L.
Smith, Anthony W.	Smith, Jennifer M.	Spahr, Emily R.
Strausbaugh, Stacy L.	Thomas, Kristen L.	Whetzel, Susan A.

Roll call vote: Mr. Huffman-aye; Mr. Flickinger-aye; Mr. Groft-aye; Mrs. Buffenmyer-aye; Mr. Buckley-aye; Mr. Crabill-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 Family Life Church, with Amanda Johnson as representative, to use the New Oxford High School football practice field on March 24, 2018 from 7am to 1:00 pm (rain date 3/31/18) for the purpose of an 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.

2. **(Property & Supplies/Use of Facilities)** Recommend authorizing New Oxford Girls/Boys Volleyball, with Rachel Booth as representative, to use the New Oxford High School gymnasium on Saturday, March 3, 2017 from 7:00 am to 9:00 pm and Sunday, March 4, 2017 from 12:00 pm to 9:00 pm, for the purpose of an AAU Volleyball Tournament, with charges as 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 NOVA-AAU Volleyball, with Diane Redding as representative, to use the New Oxford High School, New Oxford Middle School, Conewago Valley Intermediate School, and New Oxford Elementary School gymnasiums on Sundays starting November 5, 2017 from 12:00 pm to 8:00 pm and on Saturdays starting December 4, 2017 from 4:00 pm to 8:00 pm until May 13, 2018, for the purpose of AAU volleyball games for grades 5-12, with charges as 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.

4. **(Property & Supplies/Use of Facilities)** Recommend authorizing Colonial Acres Property Owners Association with Richard D. Couzins as representative to use the Conewago Valley Intermediate School cafeteria dining area on October 10, 2017 from 7:00 pm to 9:00 pm to hold an annual meeting, 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.

5. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing Boys Volleyball with Brian Emig as representative, to use New Oxford High School, New Oxford Middle School, and Conewago Valley Intermediate School gymnasiums on Saturday's and Sunday's starting September 23, 2017 and ending in May, 2018, for the purpose of boys' volleyball practices, 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.

6. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing New Oxford Girls Softball Association (NOGSA) with Kevin Dell as representative, to use New Oxford High School classroom 421 on the 2nd Monday of each month starting October 17, 2017 from 6:30 pm to 8:00 pm and ending in April 9, 2018, 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 any services of custodians, security, cooks, and/or technical personnel as needed.

7. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing New Oxford Girls Softball Association (NOGSA) with Kevin Dell as representative, to use New Oxford High School auxiliary gymnasium on weekdays starting November 13, 2017 from 7:00 pm to 9:00 pm and ending on March 30, 2018, for the purpose of softball pitching practices, 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.

8. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing Strengthening Families 10-14, with Karen Breighner as representative, to use Conewago Valley Intermediate School classroom(s), cafeteria, and parking lot on Thursday's from October 5, 2017 to November 16, 2017 from 5:00 pm to 9:00 pm for the purpose of holding a Strengthening Families Program, 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.

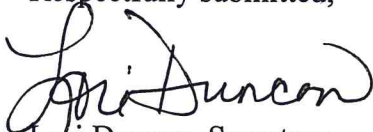
9. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing the Hanover Area Jaycees, with Samantha Herman as representative, to use the New Oxford High School Auditorium on October 16 and 18, 2017 from 6:00 pm to 8:00 pm and on October 23, 2017 from 5:00 pm to 10:30 am, for the purpose of the Miss Hanover Area Pageant, with charges as 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.

Roll call vote: Mr. Huffman-aye; Mr. Flickinger-aye; Mr. Groft-aye; Mrs. Buffenmyer-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 8:01 pm

Respectfully submitted,



Lori Duncan, Secretary