

April 9, 2018
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 7:35 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. Ed Groft, Mr. Eric Flickinger, Mr. Jeff Kindschuh and Mr. Michael Buckley. Mrs. Jenene Conrad was absent. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Ken Armacost, Dr. Larry Sanders, Ms. Misti Wildasin, Mr. Kevin Thomas, Asst. Principal Mr. John Beeman 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. Groft to accept the minutes of the March 5, 2018 Committee of the Whole meeting and the March 12, 2018 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.

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

1. The Treasurer's report showed:

<u>PNC Checking Account</u>			
Previous Balance	\$2,885,577.03		
Deposits	3,314,813.25		
Disbursements	<u>3,950,012.34</u>		
Balance 4/1/18			\$2,250,377.94
<u>PA School District Liquid Asset Fund</u>			
Previous Balance	\$500,531.45		
Deposits	2,800.56		
Withdrawals	<u>32,022.06</u>		
Balance 4/1/18			\$471,309.95
<u>PSDLAF Flex CD</u>			
Previous Balance	\$2,000,000.00		
Deposits	0.00		
Withdrawals	<u>0.00</u>		
Balance 4/1/18			\$2,000,000.00

PA Local Government Investment Trust

Previous Balance	\$10,863,411.66	
Deposits	1,517,124.06	
Withdrawals	<u>2,000,022.00</u>	
Balance 4/1/18		\$10,380,513.72

Capital Projects PLGIT 66-18

Previous Balance	\$4,269.13	
Deposit	2.82	
Disbursements	<u>2,412.50</u>	
Balance 4/1/18		\$1,859.45

PSDLAF Bond 2017

Previous Balance	\$9,826,558.41	
Deposit	10,182.49	
Disbursements	<u>0.00</u>	
Balance 4/1/18		\$9,836,740.90

Capital Reserve Fund Section 1431

Previous Balance	\$285,481.73	
Deposit	128.27	
Disbursements	<u>0.00</u>	
Balance 4/1/18		\$285,610.00

PLGIT Capital Reserve Fund Section 1431

Previous Balance	\$918,944.67	
Deposits	964.98	
Withdrawals	<u>0.00</u>	
Balance 4/1/18		\$919,909.65

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

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

Recommend paying the General Fund invoices as listed to include Checks #25181 to #25339. Pay Wires #92657 to #92668. Purchase Card payments to include #21705cc to #21770cc. Total General Fund payments are in the amount of \$3,248,627.81, no Capital Reserve Fund invoices were paid. Food Service invoices to include Checks #2871 to #2899. Total Food Services Fund payments are in the amount of \$77,075.24 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.

3. **(Finance)** Recommend that the Board of School Directors of the Conewago Valley School District (the “School District”) does hereby authorize the Administration to work with PFM Financial Advisors, LLC as Financial Advisor and Stock & Leader as Bond Counsel and Solicitor to proceed with the issuance of \$10 million of new money bonds for its capital improvement program.

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

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

1. **(Ways & Means/Curriculum)** Recommend approval of the York Adams Academy 2018-2019 General Operating Budget.
2. **(Ways & Means/Curriculum)** Recommend tentative approval of the Special Education component of the District Comprehensive Plan which will be in effect from July 1, 2018 until June 30, 2021.
3. **(Ways & Means/Curriculum)** Recommend authorizing Janet Trimmer and Pat Stambaugh to attend the Skyward Users Group sponsored by Skyward on April 18 and 19, 2018 at the Holiday Inn in Grantville, PA, with all costs to be paid or reimbursed by the District not to exceed registration fees of \$150, plus travel.
4. **(Ways & Means/Curriculum)** Recommend authorizing approximately eighty-two (82) students on Team Phoen-Ox (8-3) supervised by Maria Kann, to travel to Gettysburg National Military Park on May 7, 2018 from 7:45 am to 6:00 pm for a team field trip, at no cost to the District.
5. **(Ways & Means/Curriculum)** Recommend authorizing approximately one-hundred five (105) students on Team 8-2 supervised by Brian Fett, to travel to Udvar-Hazy Air and Space Center, in Chantilly, VA on May 3, 2018 from 7:45 am to 4:00 pm for a team field trip, at no cost to the District.
6. **(Ways & Means/Curriculum)** Recommend authorizing approximately ninety-four (94) students on Team 7-2 supervised by Kara Olewiler, to travel to Maryland Science Center, in Baltimore, MD on May 11, 2018 from 7:30 am to 4:00 pm for a team field trip, at no cost to the District.
7. **(Ways & Means/Curriculum)** Recommend approval of the Notice to Proceed between McClure Company and the Conewago Valley School District for the project upgrades at the New Oxford High and Middle School complex.
8. **(Ways & Means/Curriculum)** Recommend approval of the contract between Marotta/Main Architects and the Conewago Valley School District for the construction project at New Oxford High and Middle School complex.

9. **(Ways & Means/Curriculum)** Recommend authorizing David Bowman to attend the PMEA In-Service Conference 2018 sponsored by PA Music Educators Association from April 18 - 21, 2018 in Lancaster, PA, with all costs to be paid or reimbursed by the District not to exceed \$165, plus the cost for 2 substitute days.
10. **(Ways & Means/Curriculum)** Recommend authorizing Lori Duncan to attend the PAFPC Conference sponsored by PDE PAFPC from April 29 - May 2, 2018 in Hershey, PA, with all costs to be paid or reimbursed by the District not to exceed \$500.

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

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

1. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement for Keith Williams, English/Language Arts teacher at New Oxford High School, effective June 30, 2018, and as cross country head coach and junior high asst. track coach, effective March 12, 2018.
2. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement for Kristin Chrismer, English/Language Arts teacher at New Oxford Middle School, effective the last day of the 2017-2018 school year.
3. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement for Linda Long, Special Education teacher at New Oxford High School, effective the last day of the 2017-2018 school year.
4. **(Personnel)** Recommend acceptance of the resignation of Megan Yingling, asst. field hockey coach at the middle school, effective March 26, 2018.
5. **(Personnel)** Recommend approval of the following extracurricular assignments for 2017-2018 school year only, pending having met all Federal, State, and local hiring regulations.

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>STIPEND</u>
Alexandra Heller	Asst. Track Coach - JH (75%) (retro 3/13/18)	\$1,315.00

6. **(Personnel)** Recommend employment of Alex Hetrick as a student custodian, retroactive to March 23, 2108, at the established rate, pending appropriate approvals, as needed.
7. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Monica Bajaj, such leave to be on April 2, 2018 pm, 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.

8. **(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.

Christopher Hoffman

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

Bican, Bobbi L.	Brown, Courtney L.	Coutts, Joshua R.
Getz, William J.	Mills, Patsy S.	Renteria, Maria E.
Rhoades, William J.	Roche, Clint A.	

10. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement for Tami Harbold, Librarian at New Oxford High School, effective the last day of the 2017-2018 school year.
11. **(Personnel)** Recommend acceptance of the resignation of Jammie Hutchinson, LSS Aide at New Oxford High School, effective April 13, 2018.
12. **(Personnel)** Recommend acceptance of the resignation of Bradley Trostle, Paraprofessional at New Oxford High School, effective May 25, 2018.
13. **(Personnel)** Recommend approval of an unpaid leave of absence for Yolanda Livelsberger, such leave to begin on approximately April 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.
14. **(Personnel)** Recommend approval of the transfer of Jennifer Brinkley from LSS aide at New Oxford Middle School to LSS aide and PCA at New Oxford Middle School in the same classroom, effective April 5, 2018 and to continue for the remainder of the 2017-2018 school year.
15. **(Personnel)** Recommend approval of the following extracurricular assignments for 2018-2019 school year only, pending having met all Federal, State, and local hiring regulations.

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>STIPEND</u>
Alex Smith	Asst. Football Coach (50%) (V/JV)	\$1,578.00
Michael Marshall	Asst. Football Coach (50%) (V/JV)	\$1,578.00
Larry Baumgardner	Asst. Football Coach (50%) (V/JV)	\$1,578.00

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

Adams, Robert L.	Bell, Jennifer M.	Bodvin, Eric M.
Bodvin, Kristen A.	Dinges, Brandon M.	Groves, Karen L.
Hoff, Callie M.	Hull, Emily M.	Jacoby, Erin M.
Kersey, Brian J.	Kersey, Joanna A.	Nieves, Jenna F.
Shaffer, Donna J.		

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

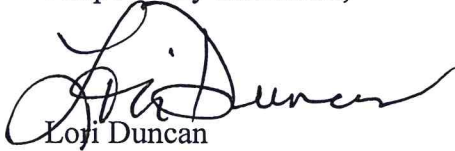
Mr. Crabill made a motion, seconded by Mr. Kindschuh to:

1. **(Property & Supplies/ Use of Facilities)** Recommend authorizing the American Cancer Society - Relay for Life, with Jenna Klunk-Mueller as representative, to use the Conewago Valley School District stadium and track on July 12, 2018 from 10:00 am through July 14, 2018 at 3:00 pm for the purpose of the Hanover Area Relay for Life, with charges as listed 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 the American Heart Association, with Wade Markel as representative, to use the Conewago Valley School District stadium and track on September 8, 2018 from 8:00 am to 1:00 pm for the purpose of the Adams/Hanover Heart Walk, with charges as listed 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 American Cancer Society - Relay for Life, with Jenna Klunk-Mueller as representative, to use a facility approved by the athletic director on June 13, 2018 from 6:00 pm to 8:00 pm for the purpose of the Relay for Life of the Hanover Area volunteer meeting, with charges as listed 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.
4. **(Property & Supplies/ Use of Facilities)** Recommend authorizing Hanover Area YMCA Childhood Development, with Marie Barnes as representative, to use the Conewago Township Elementary School gymnasium on May 30, 2018 from 6:30 pm to 8:30 pm for the purpose of the ELC Graduation, with charges as listed 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.

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

By common consent and action, Mr. Mummert adjourned the meeting at 8:18 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lori Duncan", written in a cursive style.

Lori Duncan
Secretary