

December 4, 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 7:37 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 and Mrs. Jenene Conrad. Absent were Mr. Eric Flickinger and Mr. Michael Buckley. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Christopher Bowman, Dr. Ken Armacost, Dr. Larry Sanders, Ms. Misti Wildasin and Mr. Kevin Thomas and Solicitor Mr. Steve Hovis.

Mrs. Buffenmyer made a motion, seconded by Mr. Huffman to accept the minutes of the November 5, 2017 Committee of the Whole meeting and the November 12, 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.

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:

PNC Checking Account

Previous Balance	\$13,377,509.51	
Deposits	2,829,580.93	
Disbursements	<u>3,455,937.39</u>	
Balance 12/1/17		\$12,751,153.05

PA School District Liquid Asset Fund

Previous Balance	\$ 595,003.45	
Deposits	2,106.36	
Withdrawals	<u>36,016.94</u>	
Balance 12/1/17		\$591,092.87

PSDLAF Flex CD

Previous Balance	\$2,000,000.00	
Deposits	0.00	
Withdrawals	<u>0.00</u>	
Balance 12/1/17		\$2,000,000.00

PA Local Government Investment Trust

Previous Balance	\$5,518,094.74	
Deposits	940,569.90	
Withdrawals	<u>0.00</u>	
Balance 12/1/17		\$6,458,664.64

Capital Projects PLGIT 66-18

Previous Balance	\$9,635.23	
Deposit	7.82	
Disbursements	<u>0.00</u>	
Balance 12/1/17		\$9,643.05

Capital Reserve Fund Section 1431

Previous Balance	\$29,532.59	
Deposit	3.18	
Disbursements	<u>23,481.45</u>	
Balance 12/1/17		\$6,054.32

PLGIT Capital Reserve Fund Section 1431

Previous Balance	\$915,790.51	
Deposits	638.50	
Withdrawals	<u>0.00</u>	
Balance 12/1/17		\$916,429.01

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

Mrs. Buffenmyer made a motion, seconded by Mrs. Conrad to recommend paying the General Fund invoices as listed to include Checks #24521 to #24634 and void Check #24496. Pay Wires #92599 to #92606. Purchase Card payments to include #21452cc to #21524cc. Total General Fund payments are in the amount of \$1,847,455.27. No Capital Reserve Fund checks were written. Food Service invoices to include Checks #2789 to #2799. Total Food Service fund payments are in the amount of \$48,035.60 and no Construction Bond checks were written.

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 approval of McClure Company to perform energy saving upgrades under Act 163.

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

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

1. *(Ways & Means/Curriculum)* Recommend approval of the Meeting Times and Places for the Board of Directors for 2018.
2. *(Ways & Means/Curriculum)* Recommend authorizing Margo Singer to attend the School Mental Health Liaison Cooperative, sponsored by System of Care/Lincoln Intermediate Unit #12 on December 5, 2017 and April 5, 2018 from 8:00 am to 12:00 pm in New Oxford, PA, at no cost to the District.
3. *(Ways & Means/Curriculum)* Recommend authorizing Mark Rodrigo to attend the Adams County Counselors Meeting, sponsored by Adams County Counselors on December 15, 2017 from 12:00 pm to 3:00 pm at Hoss's in Gettysburg, with all necessary expenses to be paid or reimbursed by the District not to exceed \$10.
4. *(Ways & Means/Curriculum)* Recommend authorizing Chris Rudisill, Chris Bowman, Tony Angelini, Amy Beckman, Brad Heird, and Kara Olewiler to attend the Central York PBL Visit, on December 21, 2017 from 9:00 am to 2:00 pm at Central York Middle School, at no cost to the District, except the cost of four (4) substitutes.
5. *(Ways & Means/Curriculum)* Recommend authorizing Marcy Whitcomb to attend the Bridging the Gap workshop, sponsored by the United Way of Gettysburg on April 5, 2018 from 7:30 am to 4:00 pm in Gettysburg, PA, at no cost to the District, except the cost of one (1) substitute.

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

Mrs. Conrad made a motion, seconded by Mrs. Buffenmyer to:

1. *(Personnel)* Recommend acceptance of the resignation of Tammy Cody, Coordinator of Computer Services and Technology, effective November 24, 2017.
2. *(Personnel)* Recommend acceptance of the resignation of Victoria Neudecker, instructional aide at New Oxford High School, effective December 12, 2017.
3. *(Personnel)* Recommend employment of Josh Watkins as a student technology worker retroactive to November 7, 2017, at the established rate, pending appropriate approvals as needed.
4. *(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>ASSIGNMENT(S)</u>	<u>STIPEND</u>
Chris Arnold	Head Percussion Inst. (winter/spring 50%)	\$ 765.00
Michael Boursiquot	Percussion Inst. (winter/spring 50%)	\$ 765.00
Brady Mann	Percussion Inst. (winter/spring 50%)	\$ 510.00
Karen Rohrbaugh	Head Colorguard Inst. (winter/spring 50%)	\$ 765.00



Chelsea Brown	Asst. Colorguard Inst. (winter/spring 50%)	\$ 510.00
Kimberly Connolly	Asst. Colorguard Inst. (winter/spring 50%)	\$ 510.00
Grace Watson-Martin	17-18 Spring Musical Accompanist	\$ 550.00
Lauren Seigman	17-18 Spring Musical Choreographer	\$1,073.04
Zackary Martin	Asst. Varsity Wrestling Coach	\$3,261.00
Michael Herring	Asst. Cheerleading Coach	\$ 887.75
Katrina Roscoe	Asst. Cheerleading Coach (JHBB)	\$ 887.75
Zachary Miller	Asst. Swim Coach	\$2,630.00

5. **(Personnel)** Recommend approval of the following volunteers to receive a stipend for the 2017-2018 Spring Musical as pit band members, pending having met all required Federal, State, and local hiring regulations.

<u>NAME</u>	<u>STIPEND</u>
Charles Beard	\$400.00
Roderick Clippinger	\$400.00
Charles Clark	\$400.00
James Kain	\$400.00
Steven Marx	\$400.00
David Motter	\$400.00

6. **(Personnel)** Recommend approval of a paid and unpaid leave of absence to Sarah Smyser, such leave to begin on January 2, 2018 and extend through March 9, 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.
7. **(Personnel)** Recommend employment of Kristen Eaton-Vlcej as a Long-Term Substitute Employee (vice: Deb Zurenda), at a salary equal to Column Instructional 1, Step 2 of the applicable negotiated agreement, effective January 15, 2018 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.
8. **(Personnel)** Recommend employment of Cassandra Horn as a Long-Term Substitute Employee (vice: Rachel Zepp), at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, effective January 2, 2018 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.
9. **(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.
- Tracey Nailor
10. **(Personnel)** Recommend approval of the following volunteers, pending having met all Federal, State, and local regulations.

Gladson, Margaret P.  
Martz, Rebecca S.  
Wern, Melissa L.

Green, Salena  
McNew, Ronald A.

Harman, Kathleen M.  
Sabol, Samantha M.

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

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

1. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing Beginning Champions Elementary Wrestling, with Darwin Weibley as representative, to use the New Oxford High School wrestling room on Mondays and Wednesdays from 6:00 pm to 8:00 pm beginning in December 2017 through March 3, 2018 for the purpose of wrestling practice, 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 Beginning Champions Elementary Wrestling, with Darwin Weibley as representative, to use the New Oxford High School main gymnasium, cafeteria, auxiliary gymnasium, and wrestling room on Saturday January 6, 2018 from 7:00 am to 3:30 pm for the purpose of an elementary wrestling match, 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.
3. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing Beginning Champions Elementary Wrestling, with Darwin Weibley as representative, to use the New Oxford High School main gymnasium, cafeteria, auxiliary gymnasium, and wrestling room on Saturday February 17, 2018 from 7:00 am to 6:00 pm for the purpose of a league wrestling tournament, 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.
4. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing New Oxford Girls Softball Association (NOGSA), with Kevin Dell as representative, to use the New Oxford High School auxiliary gymnasium on Sundays in January and February, 2018 from 4:00 pm to 6:00 pm for the purpose of travel ball 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.
5. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing New Oxford Girls Softball Association (NOGSA), with Kevin Dell as representative, to use the Conewago Valley Intermediate School gymnasium on Saturdays in February and March (except March 31), 2018 from 8:00 am to 10:00 am for the purpose of pitching clinics, with charges outlined in Board Policy #707, with the provision of proof of insurance as per



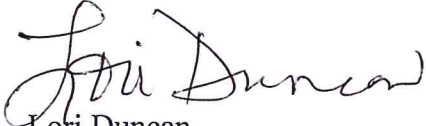
Board Policy, and for any services of custodians, security, cooks, and/or technical personnel as needed.

6. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing New Oxford Girls Softball Association (NOGSA), with Kevin Dell as representative, to use the softball fields at New Oxford High, New Oxford Middle, and Conewago Township Schools from April 1, 2018 through November 3, 2018 from 6:00 pm to 8:00 pm Mondays thru Fridays; Saturdays from 8:00am to 8:00 pm, Sundays from 12:00 pm to 8:00 pm for the purpose of games and practices, at no charge, 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 High School Jazz Band, with Tim Rohrbaugh as representative, to use the New Oxford High and Middle School auditorium, cafeterias, music classrooms, and parking lots on April 7, 2018 from 2:30 pm to 11:00 pm for the purpose of the NOHS Jazz Band Festival, 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 New Oxford Junior Baseball, with Kevin Strawsburg as representative, to use the New Oxford High and New Oxford Middle School cafeterias on January 5, 12, 19, 2018 from 5:00 pm to 8:00 pm and January 6, 13, 20, 2018 from 9:00 am to 12:00 pm for the purpose of league registration, 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.
9. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing New Oxford Junior Baseball, with Kevin Strawsburg as representative, to use the New Oxford High and New Oxford Middle School cafeterias on February 26 and 27, 2018 from 6:00 pm to 8:00 pm for the purpose of league parent 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.
10. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing New Oxford Junior Baseball, with Kevin Strawsburg as representative, to use the New Oxford Middle School gymnasium on February 4, 2018 from 5:00 pm to 8:00 pm and February 10, 2018 from 9:00 am to 12:00 pm for the purpose of baseball tryouts, 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.

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

By common consent and action, Mr. Mummert adjourned the meeting at 8:13 p.m.

Respectfully submitted,



Lori Duncan  
Secretary