

June 10, 2019  
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: Mr. Ed Groft, Mrs. Linda Buffenmyer, Mr. William Huffman, Mr. Eric Flickinger, Mr. Jeff Kindschuh, Mrs. Jenene Conrad and Mr. Michael Buckley. Absent was Mr. Luke Crabill. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Larry Sanders, Dr. Ken Armacost, Dr. Christopher Bowman, Assistant principals Mr. Bryan Watkins and Mr. John Beeman.

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

Mrs. Buffenmyer made a motion, seconded by Mr. Huffman to accept the minutes of the May 6, 2019 Committee of the Whole meeting and the May 13, 2019 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 nominated Mrs. Buffenmyer for the position of Board Treasurer. The nomination was seconded by Mrs. Conrad. Mr. Buckley made a motion to close the nominations for the position of Board Treasurer and Mr. Flickinger seconded the motion. Mrs. Buffenmyer was elected Treasurer.

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

The Treasurer's report showed:

PA School District Liquid Asset Fund

Previous Balance	\$4,108,391.80	
Deposits	5,241,632.60	
Withdrawals	<u>4,523,253.51</u>	
Balance 6/1/19		\$4,826,770.89

PSDLAF Flex CD

Previous Balance	\$8,200,000.00	
Deposits	0.00	
Withdrawals	<u>500,000.00</u>	
Balance 6/1/19		\$7,700,000.00

Capital Projects PLGIT 66-18

Previous Balance	\$447.97	
Deposit	.89	
Withdrawals	<u>0.00</u>	
Balance 6/1/19		\$448.86

PSDLAF Bond 2017

Previous Balance	\$4,692.47	
Deposit	8.44	
Withdrawals	<u>0.00</u>	
Balance 6/1/19		\$4,700.91

PSDLAF Bond 2018

Previous Balance	\$3,124,771.14	
Deposit	5,742.51	
Withdrawals	<u>1,022,667.84</u>	
Balance 6/1/19		\$2,107,845.81

PSDLAF Capital Reserves

Previous Balance	\$684,348.11	
Deposits	1,224.50	
Withdrawals	<u>3,431.51</u>	
Balance 6/1/19		\$682,141.10

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

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

1. **(Finance)** Recommend approval to pay the bills as listed, such list to include check and wire transfer numbers as listed in the total amount of:

Recommend paying the General Fund invoices as listed to include Checks #10002257 to Check #10002420. Pay Wires #92888 to #92899. Purchase Card transactions #22702cc to #22782cc. The total amount of General Fund items paid is \$4,427,882.60. Capital Reserve Fund invoices to include Check #30000123 to Check #30000124 in the amount of \$3,431.51. Food Service invoices to include Check #50000325 to Check #50000339, Void Check #50000324. Total Food Service fund payments are in the amount of \$39,518.71. Construction Bond invoices for Bond 2018 to include Check #41000163 to Check #41000169 in the amount of \$1,571,157.44 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 adopt the 2019-2020 General Fund Budget, as was duly advertised and held open to inspection, and was tentatively approved by the Board at its meeting of May 13, 2019 showing expenditures and estimated resources of the same amount of \$63,272,965, to appropriate resources as shown on the budget, and levy taxes necessary to raise with local revenue anticipated in the budget by adopting the formal tax resolution presented herewith, and be attached to the minutes which, in summary provide for:
- a) 1.0% levy of all wages, earned income, and net profits of each resident in said school district - Act 511
  - b) .5% Realty Transfer Tax - Act 511
  - c) \$5 Per Capita Tax under Section 679 of the School code and a \$5 Per Capita - Act 511
  - d) 5% Amusement Tax - Act 511
  - e) 13.4501 Mill Real Estate Tax under School Code
  - f) \$10/\$52 Emergency & Municipal Services Tax - Act 55 (dependent on municipality)
4. **(Finance)** Recommend that the District schools be authorized to make available to students for the 2019-2020 school year participation in “school accident insurance”, at their own expense, through Christian Baker Company and ACE American Insurance Company, at an annual cost of \$27 for “school time coverage” and \$98 for “24 hour coverage” and that the District pay for all District sports, including band and cheerleading and “School Trips and Special Activities Rider” at a cost of \$9,746.00.
5. **(Finance)** Recommend that the monies allocated to the following designated and capital reserve funds be legally and/or otherwise segregated for a specific or tentative future use in the amounts as shown below:

<b>FUND BALANCE</b>	<b>AS OF 6/30/18</b>
HEALTH CARE	\$2,469,377
DEBT PAYMENT	\$2,100,000
PSERS	\$ 990,180
ROOF WORK (ALL BUILDINGS	\$ 794,234
ATHLETIC AREAS	\$ 500,000
TECHNOLOGY ACQUISITION	<u>\$ 386,915</u>
TOTAL DESIGNATED FUNDS	\$7,240,706
UNDESIGNATED FUNDS	<u>\$ 385,921</u>
<b>TOTAL FUND BALANCE</b>	<b>\$7,626,627</b>

6. **(Finance)** Recommend that cafeteria lunch prices remain the same for the 2019-2020 school year. Prices will remain 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 2019-2020 school year remain at \$1.35 for all students.

7. **(Finance)** Recommend approval of the proposed contract between Turf, Track, and Court, LLC. and the Conewago Valley School District for professional services for new turf field improvements.

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

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

1. **(Ways & Means/Curriculum)** Recommend approval of the Final School Calendar for the 2018-19 school year. (Available at meeting)
2. **(Ways & Means/Curriculum)** Recommend approval of the contract with Perry Smith Driving School to provide behind the wheel drivers training for the 2019-2020 school year. (Available at meeting)
3. **(Ways & Means/Curriculum)** Recommend authorizing the administrative team of Conewago Valley School District to attend an administrative retreat at Liberty Mountain Resort on June 24, 25, 26, 2019, with all necessary expenses to be paid or reimbursed by the District.
4. **(Ways & Means/Curriculum)** Recommend authorizing Laurel Brown to attend the School Nurse Update, sponsored by Penn State Health, on August 6, 2019 from 8:00 am to 5:00 pm at the University Conference Center, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$130.
5. **(Ways & Means/Curriculum)** Recommend authorizing Margo Singer to attend the Psychologist Cohort, sponsored by local school districts, on various dates throughout the 2019-2020 school year from 12:00 pm to 3:00 pm at rotating schools, at no cost to the District.
6. **(Ways & Means/Curriculum)** Recommend authorizing approximately eight to sixteen (8-16) high school juniors and seniors, accompanied by Joe Connolly to travel to Magnesita in York, PA on November 14, 2019 to tour the Magnesita Plant, at no cost to the District, except transportation.
7. **(Ways & Means/Curriculum)** Recommend approval of the Negotiated Agreement between the Board of Directors of the Conewago Valley School District and the Conewago Valley Education Association for the period beginning July 1, 2019 and ending June 30, 2022.
8. **(Ways & Means/Curriculum)** Recommend authorizing Janet Trimmer to attend the ABA Boot Camp, sponsored by PaTTAN, on June 19, 20, 21, 2019 from 8:00 am to 4:00 pm at

the PaTTAN in Harrisburg, with all necessary expenses to be paid or reimbursed by the District, not to exceed \$55.

9. ***(Ways & Means/Curriculum)*** Recommend authorizing Janet Trimmer to attend the National Autism Conference, sponsored by PDE/PaTTAN/IU 13, on August 5-8, 2019 from 8:00 am to 4:00 pm at the Penn Stater Hotel in State College, PA, at no cost to the District.
10. ***(Ways & Means/Curriculum)*** Recommend adoption of the updated Board Policies (Section 700 - Property) (#701 - #725).
11. ***(Ways & Means/Curriculum)*** Recommend acceptance of the 2018-2019 Annual Safety Report that was presented and reviewed during the Board Study Session on June 3, 2019.
12. ***(Ways & Means/Curriculum)*** Recommend approval of Amy Bishay (Grade 12) as a tuition student for the 2019-2020 school year. (Parents: Mr. and Mrs. Ayman Bishay)

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

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

1. ***(Personnel)*** Recommend approval of the End-of-Year Non-Bargaining Unit Personnel Salary and Wage Chart for 2018-2019.
2. ***(Personnel)*** Recommend approval of the Administrative Compensation Plan for the period July 1, 2019 through June 30, 2020.
3. ***(Personnel)*** Recommend approval of the Wage Range Addendum for the period July 1, 2019 through June 30, 2020.
4. ***(Personnel)*** Recommend approval of the 2019-2020 Curriculum Leader Compensation.
5. ***(Personnel)*** Recommend approval of the Non-Bargaining Unit Personnel Salary and Wage Statement for 2019-2020.
6. ***(Personnel)*** Recommend that Dr. Raymond Ruberg be appointed as primary school physician and Dr. E. William Waring as school dentist for the 2019-2020 school term with duties according to the usual and customary fee.
7. ***(Personnel)*** Recommend acceptance of the resignation of Sean Bair, social studies teacher, boys basketball head coach, and chess coach at New Oxford High School, effective May 31, 2019.
8. ***(Personnel)*** Recommend acceptance of the resignation of Olivia Smith, instructional aide at Conewago Valley Intermediate School, effective May 31, 2019.

9. **(Personnel)** Recommend acceptance of the resignation of Jody Bolden, instructional aide at New Oxford Elementary School, effective May 31, 2019.
10. **(Personnel)** Recommend acceptance of the resignation of Candace Barfield, instructional aide at Conewago Valley Intermediate School, effective May 31, 2019.
11. **(Personnel)** Recommend acceptance of the resignation of Rachel Booth, boys volleyball head coach at New Oxford High School, effective May 24, 2019.
12. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement of William Kehr, head custodian at Conewago Township Elementary School, effective June 30, 2019.
13. **(Personnel)** Recommend approval of the following transfers for the 2019-2020 school year.
  - Tim Rohrbaugh from HS band to MS band
  - Chelsey Banda from librarian at NOMS to 6th grade teacher at CVIS
  - Kara Olewiler from NOMS Science to Earth & Space Science at NOHS
14. **(Personnel)** Recommend approval of an unpaid leave of absence for James Wallen, such leave to begin on June 6, 2019 and extend until June 17, 2019, providing the employee signs the specified agreement to meet the requirements stated in the “Uncompensated Leave Policy” adopted by the Board on August 13, 2018.
15. **(Personnel)** Recommend employment of Amy Noel as an instructional aide at New Oxford Elementary School, (Category 3A) at the wage established in Addendum A\*(Range 3b), effective August 20, 2019, pending having met all required Federal, State, and local hiring regulations.
16. **(Personnel)** Recommend approval of the attached list of extracurricular activity advisor assignments for the 2019-2020 school year only.
17. **(Personnel)** Recommend approval of Kathleen Siegel as the World Language Curriculum Leader for grades 9-12 for the 2019-2020 school year.
18. **(Personnel)** Recommend approval of the following day-to-day substitute support staff for the 2019-2020 school term according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.
 

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

Bless, Timothy E.  
 Sharp, Brenda J.

Hoover, Barbara J.

Redding, Alexandra M.

20. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement of Debra Meckley, instructional aide at New Oxford High School, effective May 30, 2019.
21. **(Personnel)** Recommend acceptance of the resignation of Kara Olewiler, as the science department curriculum chair, effective June 3, 2019.
22. **(Personnel)** Recommend acceptance of the resignation of Brenda Wonder, cafeteria worker at Conewago Valley Intermediate School, effective May 31, 2019.
23. **(Personnel)** Recommend acceptance of the voluntary resignation of Christian DeSombre, cafeteria worker at Conewago Valley Intermediate School, effective May 31, 2019.
24. **(Personnel)** Recommend approval of the following transfer for the 2019-2020 school year.

Taylor Rudisill from 7th grade math/7-8th grade science at NOMS to 8th grade science at NOMS

25. **(Personnel)** Recommend approval of the attached list of extracurricular activity advisor assignments for the 2019-2020 school year only, pending completion of any required PIAA trainings and certifications.
26. **(Personnel)** Recommend approval of the attached list of day-to-day substitutes for the 2019-2020 school term according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.
27. **(Personnel)** Recommend approval of the following extracurricular assignments for the 2019-2020 school year only, pending having met all Federal, State, local hiring regulations, and any required PIAA trainings and certifications.

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Derek Gingrich	Golf Asst. Coach	\$ 757.00

28. **(Personnel)** Recommend employment of Stacey Paine as a part-time cafeteria cashier at Conewago Valley Intermediate School, (Category 6A) at the wage established in Addendum A\*(Range 4h), effective August 20, 2019, pending having met all required Federal, State, and local hiring regulations.
29. **(Personnel)** Recommend employment of Andrew Phillips as a Temporary Professional Employee - Spanish Teacher at New Oxford High School, at a salary equal to Instructional I, Step 1 of the applicable negotiated agreement, effective the first day of the 2019-2020 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
30. **(Personnel)** Recommend that the Board authorizes the Superintendent to secure professional staff for the 2019-2020 school year in June and July 2019, through the

issuance of conditional offer and hiring letters, subject to satisfactory employment clearances and final board approval at the August meeting prior to the start of any work.

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

Emig, Bryan K.            Kennelly, Stephanie R.            Snyder, Deborah K.

32. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement of Russell Greenholt, District Superintendent, effective March 9, 2020.
33. **(Personnel)** Recommend employment of Rachel Moolah as a Professional Employee - Media Specialist at New Oxford Middle School, at a salary equal to Instructional II, Step 8 of the applicable negotiated agreement, effective the first day of the 2019-2020 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.

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

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

1. **(Property & Supplies/ Use of Facilities)** Recommend approval of LIU Preschool Program with Michelle Plank as representative, to use the New Oxford Elementary School cafeteria on Monday, June 10, 2019, from 1:00 pm to 3:00 pm for a LIU Preschool Graduation Program, 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 approval of Lincoln Bus #248 Activity Night with Glenda Neiderer as representative, to use the Conewago Township Elementary School parking lot, ball field and playground, on Thursday, June 20, 2019, from 6:30 pm to 9:00 pm for an outside movie night on the lawn, 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.
3. **(Property & Supplies/ Use of Facilities)** Recommend that the Board authorizes the Superintendent to, in his discretion; accept the lowest bid for the Colonial CTC. The Superintendent may also reject all bids and rebid.
4. **(Property & Supplies/ Use of Facilities)** Recommend approval of the following change orders for the New Oxford High School building project:

COR #11 - Plywood for Roofing in the amount of \$317.79

COR #12 - Patching Precast for Roof in the amount of \$867.73

COR #14 - Drywall Bulkhead in the amount of \$2,635.91



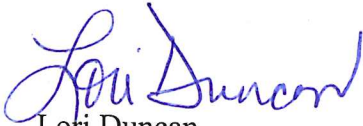
COR #15 - Paint Exposed Steel Beams in the amount of \$12,867.00  
COR #16 - Aluminum Window Returns in the amount of \$1,297.00  
COR #17 - Paint Credit 115 \$116 in the amount of (\$1,200.00)  
COR #18 - Spiral Staircase Revisions in the amount of \$5,701.42  
COR #19 - Axiom Ceiling Trim in the amount of \$1,368.82

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

Ms. Elizabeth Farnham, resident provided public comment on the sex education curriculum.

By common consent and action, Mr. Mummert adjourned the meeting at 8:08 p.m.

Respectfully submitted,



Lofi Duncan  
Secretary