

October 8, 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 7:30 p.m. Mr. Keith Mummert called the meeting to order. The following members were present: Mrs. Linda Buffenmyer, Mr. William Huffman, Mr. Ed Groft, Mr. Luke Crabill, Mr. Jeff Kindschuh and Mr. Michael Buckley. Absent was: Mr. Eric Flickinger and Mrs. Jenene Conrad. Also present were Superintendent Dr. Russell Greenholt and Asst. Superintendent Dr. Christopher Rudisill, Principals Dr. Larry Sanders, Ms. Misti Wildasin, Mr. Matt Muller, Dr. Christopher Bowman and Dr. Ken Armacost and solicitor Ms. Brooke Say.

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

Mrs. Buffenmyer made a motion, seconded by Mr. Kindschuh to accept the minutes of the September 10, 2018 Committee of the Whole meeting and the September 17, 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.

1. The Treasurer's report showed:

PNC Checking Account

Previous Balance	\$394,826.49	
Deposits	0.00	
Disbursements	<u>0.00</u>	
Balance 10/1/18		\$394,826.49

PA School District Liquid Asset Fund

Previous Balance	\$ 5,014,374.96	
Deposits	19,076,475.08	
Withdrawals	<u>21,958,033.27</u>	
Balance 10/1/18		\$2,132,816.77

PSDLAF Flex CD

Previous Balance	\$ 5,200,000.00	
Deposits	18,000,000.00	
Withdrawals	<u>0.00</u>	
Balance 10/1/18		\$23,200,000.00

Capital Projects PLGIT 66-18

Previous Balance	\$441.46	
Deposit	.70	
Disbursements	<u>0.00</u>	
Balance 10/1/18		\$442.16

PSDLAF Bond 2017

Previous Balance	\$1,399,786.62	
Deposit	3,944.93	
Disbursements	<u>1,399,786.62</u>	
Balance 10/1/18		\$3,944.93

PSDLAF Bond 2018

Previous Balance	\$9,758,725.24	
Deposit	19,689.83	
Disbursements	<u>2,335,707.20</u>	
Balance 10/1/18		\$7,442,707.87

Capital Reserve Fund Section 1431

Previous Balance	\$286,406.87	
Deposit	164.78	
Disbursements	<u>0.00</u>	
Balance 10/1/18		\$286,571.65

PSDLAF Capital Reserves

Previous Balance	\$910,024.20	
Deposits	1,281.08	
Withdrawals	<u>24,058.91</u>	
Balance 10/1/18		\$887,246.37

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

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

Recommended paying the General Fund invoices as listed to include Checks #10000876 to #10001042. Pay Wire #92757 to #92769 and Purchase Card transactions #22067cc to #22141cc. The total amount of General Fund items paid is \$3,532,716.24. Capital Reserve Fund invoices to include Checks #30000104 to #30000107 in the amount of \$18,617.99. Food Services invoices to include Checks #50000163 to #50000176. Total Food Services fund payments are in the amount of \$61,970.93. Construction Bond invoices for Bond 2018 to include Checks #41000102 to #41000104 in the amount of \$100,213.55 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 approval for the renovations and addition to New Oxford High School by Lobar Inc. at a cost of \$2,573,000.00.
4. **(Finance)** Recommend a motion to execute a Purchase Agreement for the property at 364 Berlin Road, New Oxford in the amount of \$295,900.00 and to authorize the Superintendent and Board Secretary to sign any and all other documents to complete the purchase.
5. **(Finance)** Recommend approval for the addendum - Alternate Bid No. 07A to construct the sample roofing panels and associated guardrail shown on the roofing drawings by Lobar Inc. at a cost of \$90,000.00.

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

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

1. **(Ways & Means/Curriculum)** Recommend authorizing Andrea Wilke, Angelea McKown, and Marcy Rickrode to attend the Foundations of Reading: Advanced Phonemic Awareness - Beyond Blending and Segmenting, sponsored by PaTTAN, on October 10, 2018 at PaTTAN in Harrisburg, at no cost to the District.
2. **(Ways & Means/Curriculum)** Recommend authorizing Emily Kress and Autumn Zaminski to attend the Everyone Can Create - Apple Event, sponsored by LIU #12, on October 16, 2018 from 12:30 pm to 3:30 pm at LIU #12 in New Oxford, at no cost to the District.
3. **(Ways & Means/Curriculum)** Recommend authorizing Janet Trimmer, Marcy Rickrode, and Erin Lambert to attend the Child Find for Gifted Education, sponsored by LIU #12, on October 25, 2018 from 8:00 am to 3:00 pm at LIU #12 in New Oxford, with all necessary expenses to be paid or reimbursed by the District not to exceed \$300.
4. **(Ways & Means/Curriculum)** Recommend authorizing Janet Trimmer, Marcy Rickrode, Denise Zinn, and Kimberly Gray to attend the Verbal Behavior Boot Camp, sponsored by PaTTAN, on October 30, 31, and November 1, 2018 from 8:00 am to 3:30 pm at PaTTAN in Harrisburg, at no cost to the District, except mileage.
5. **(Ways & Means/Curriculum)** Recommend authorizing Erin Lambert and Madison Halpenny to attend the Intensive Skill Training in Applied Behavior, sponsored by PaTTAN, on October 30, 31, and November 1, 2018 from 8:30 am to 4:30 pm at PaTTAN in Harrisburg, at no cost to the District.
6. **(Ways & Means/Curriculum)** Recommend authorizing Karen Sipe, to attend School Safety and Security, sponsored by PSBA, on November 8-9, 2018 at Hershey Convention Center in Hershey, PA, with all necessary expenses to be paid or reimbursed by the District not to exceed \$110.

7. *(Ways & Means/Curriculum)* Recommend authorizing Lauri Beans to attend the Administrative Assistants to School Superintendents Annual Conference, sponsored by LIU #12, on December 12, 2018 from 8:30 am to 3:30 pm at LIU #12 in New Oxford, PA, with all necessary expenses to be paid or reimbursed by the District not to exceed \$50.
8. *(Ways & Means/Curriculum)* Recommend authorizing Russell Greenholt to attend the Superintendent Symposium, sponsored by LIU #12, from October 31 through November 2, 2018 at the Bedford Springs Resort in Bedford, PA, at no cost to the District.
9. *(Ways & Means/Curriculum)* Recommend authorizing one (1) high school student council member, accompanied by Jason Warner to travel to various locations on October 9, 2018, February 5, and May 7, 2019 from 7:00 am to 2:30 pm to attend PASC Region F Board Meetings, at no cost to the District.
10. *(Ways & Means/Curriculum)* Recommend authorizing approximately eight to ten (8-10) high school student council members, accompanied by Jason Warner to travel to Cedar Crest, PA on November 8, 9, and 10, 2018 to attend the 2018 PASC State Conference, at no cost to the District.
11. *(Ways & Means/Curriculum)* Recommend approval of Hannah Schneider from Germany as a foreign exchange student for the 2nd semester of the 2018-2019 school year. (Host parents: Tom and Bekki Dempsey)
12. *(Ways & Means/Curriculum)* Recommend authorizing Karen Sipe, Joanna Knott, and Monica Bajaj to attend the Everyone Can Code and Everyone Can Create - Apple Event, sponsored by LIU #12, on October 16, 2018 from 8:00 pm to 3:30 pm at LIU #12 in New Oxford, at no cost to the District, except the cost for one (1) substitute.
13. *(Ways & Means/Curriculum)* Recommend authorizing approximately four (4) high school members of Model United Nations, accompanied by Brianne Carter to travel to Mt. St. Joseph High School in Baltimore, MD on October 20, 2018 from 7:00 am to 5:00 pm to attend a training session to learn the rules and procedures for research, writing, and conduct for a Model UN conference, at no cost to the District, except mileage.
14. *(Ways & Means/Curriculum)* Recommend authorizing approximately four (4) high school members of Model United Nations, accompanied by Brianne Carter to travel to Centennial High School in Ellicott City, MD on November 10, 2018 from 7:00 am to 5:00 pm to gain an understanding of parliamentary procedure to novice delegates and prepare them for future collegiate conferences, at no cost to the District, except mileage.
15. *(Ways & Means/Curriculum)* Recommend authorizing approximately seventy-five (75) high school varsity club members, accompanied by Alecia and Gene Kraus to travel to Hanover, PA on October 25, 2018 to partner with varsity club students from South Western High School on a Spirit Float in the Hanover Halloween Parade to promote spirit and honor Colonials/Mustangs fighting cancer, at no cost to the District.

16. **(Ways & Means/Curriculum)** Recommend authorizing Emily Kress and 6 members of the Student Pod Squad to attend the Student Help Desk Forum, sponsored by LIU #12, on November 1, 2018 from 8:30 am to 2:00 pm at LIU #12 in New Oxford, at no cost to the District.

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

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

1. **(Personnel)** Recommend acceptance of the resignation of Nancy Kraber, cafeteria worker at Conewago Township Elementary School, effective September 28, 2018.
2. **(Personnel)** Recommend acceptance of the resignation of Yolanda Livelsberger, ESL aide at New Oxford Elementary School, effective October 4, 2018.
3. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement of Joni Swope, Director of Human Resources, effective December 21, 2018.
4. **(Personnel)** Recommend acceptance to rescind the offer of employment to Donovan DuBois, 2nd shift custodian at New Oxford High School.
5. **(Personnel)** Recommend approval of paid and unpaid leave of absence for Anne Wade, New Oxford Middle School ELA Teacher, such leave to begin on approximately January 29, 2019 and extend until approximately May 9, 2019 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.
6. **(Personnel)** Recommend approval of the following day-to-day substitute teachers and aides for the 2018-2019 school term according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Carol Brenneman	Peggy Harling	Nicole Jacoby
Thomas Jurney	Jennifer Zegowitz	James Zerfing
Jennifer Zerfing		

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

Auen, Chelsie J.	Beeman, Jodi L.	Duncan, Danielle M.
Eckenrode, Chantell R.	Laughman, Tressa A.	Lawrence, Heather A.
Martinez-Sanchez, Maria C.	Morales-Alvarez, Estefany	Thornton, Donna M.
Williams, Whitney R.	Wolford, Natasha A.	

8. (Personnel) Recommend amending the following extra-curricular assignment for the 18-19 school year:

Tiffany Jantzen from Girls Basketball Asst. Coach (JV)(50%) to Girls Basketball Asst. Coach (JV)(100%) - \$3,326.22.

9. **(Personnel)** Recommend acceptance of the resignation of Devon Brogan, PCA aide at New Oxford Middle School, effective May 25, 2018.
10. **(Personnel)** Recommend employment of Seth Bullock as a student custodian, at the established rate, pending appropriate approvals as needed.
11. **(Personnel)** Recommend employment of Patricia Leppo as a 2nd shift custodian at New Oxford High School, (Category 1) at the wage established in Addendum A*(Range 2d), retroactive to October 4, 2018, 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.

Adams, Kelly A.

DeLollis, Jr., David T.

Rentsel, David A.

Adams, Kelsie L.

Naill, Jessica R.

Rentsel, Kara L.

Dabbs, Kristina M.

Neiderer, Samantha J.

Wolf, Chelsea M.

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

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

1. **(Property & Supplies/ Use of Facilities)** Recommend authorizing Red Hot Chili's Boys Volleyball with Brian Emig as representative, to use the New Oxford Middle School gymnasium on Saturdays from October 13, 2018 through May 26, 2019, from 12:00 pm to 2:00 pm, for the purpose of boys volleyball, 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 NOVA AAU-Volleyball with Diane Redding as representative, to use the New Oxford Middle School gymnasium on Saturdays from 10:00 am to 8:00 pm and Sundays from 12:00 pm to 6:00 pm, from November 3, 2018 through May 5, 2019, for the purpose club volleyball for grades 5-12, 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 New Hope Ministries - New Oxford Center with Linda Vesey as representative, to use the New Oxford

Elementary School parking lot on Saturday, November 17, 2018, from 8:00 am to 4:00 pm, for the purpose of Thanksgiving food distribution, 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.

4. ***(Property & Supplies/ Use of Facilities)*** Recommend authorizing Hanover Elite Cheer with Chris Topper as representative, to use the Conewago Valley Intermediate School gymnasium on Saturday, November 4, 2018 from 12:00 pm to 5:00 pm, for the purpose of an All Star Cheer Showcase, 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; Mrs. Buffenmyer-aye; Mr. Groft-aye; Mr. Buckley-aye; Mr. Kindschuh-aye; Mr. Crabill-aye and Mr. Mummert-aye. Motion was carried.

By common consent and action, Mr. Mummert adjourned the meeting at 8:10 p.m.

Respectfully submitted,



Lori Duncan
Secretary