

December 3, 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 7:39 p.m. Mr. Keith Mummert called the meeting to order. The following members were present: Mrs. Linda Buffenmyer, Mr. Eric Flickinger, Mr. Ed Groft, Mr. Luke Crabill, Mr. Jeff Kindschuh and Mrs. Jenene Conrad. Absent were: Mr. Michael Buckley and Mr. William Huffman. 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. Crabill to accept the minutes of the November 5, 2018 Committee of the Whole meeting and the November 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. Groft to file the Treasurer's Report for audit.

1. The Treasurer's report showed:

PNC Checking Account

Previous Balance	\$396,628.49	
Deposits	0.00	
Disbursements	<u>0.00</u>	
Balance 12/1/18		\$396,628.49

PA School District Liquid Asset Fund

Previous Balance	\$2,797,183.11	
Deposits	4,014,545.97	
Withdrawals	<u>3,998,557.30</u>	
Balance 12/1/18		\$2,813,171.78

PSDLAF Flex CD

Previous Balance	\$20,700,000.00	
Deposits	0.00	
Withdrawals	<u>0.00</u>	
Balance 12/1/18		\$20,700,000.00

Capital Projects PLGIT 66-18

Previous Balance	\$442.93	
Deposit	.77	
Disbursements	<u>0.00</u>	
Balance 12/1/18		\$443.70

PSDLAF Bond 2017

Previous Balance	\$4,642.48	
Deposit	7.59	
Disbursements	<u>0.00</u>	
Balance 12/1/18		\$4,650.07

PSDLAF Bond 2018

Previous Balance	\$7,379,358.90	
Deposit	9,409.62	
Disbursements	<u>629,496.93</u>	
Balance 12/1/18		\$6,759,271.59

Capital Reserve Fund Section 1431

Previous Balance	\$286,790.70	
Deposit	212.15	
Disbursements	<u>0.00</u>	
Balance 12/1/18		\$287,002.85

PSDLAF Capital Reserves

Previous Balance	\$823,972.09	
Deposits	1,340.16	
Withdrawals	<u>296,337.80</u>	
Balance 12/1/18		\$528,974.45

Roll call vote: Mr. Flickinger-aye; Mrs. Buffenmyer-aye; Mr. Groft-aye; Mrs. Conrad-aye; Mr. Kindschuh-aye; Mr. Crabill-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 #10001292 to #10001402. Pay Wires #92795 to #92802. Void Check #10001392. No Purchase Card transactions. The total amount of General Fund items paid is \$2,329,960.66. Capital Reserve Fund invoices to include Check #300001110 in the amount of \$296,337.80. Food Service invoices to include Checks #50000209 to #50000218. Total Food Service fund payments are in the amount of \$39,051.77. Construction Bond invoices for Bond 2018 to include Checks #41000111 to #41000119 in the amount of \$583,194.63 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. Flickinger-aye; Mrs. Buffenmyer-aye; Mr. Groft-aye; Mrs. Conrad-aye; Mr. Kindschuh-aye; Mr. Crabill-aye and Mr. Mummert-aye. Motion was carried.

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

1. **(Ways & Means/Curriculum)** Recommend approval of the Meeting Times and Places for the Board of Directors for 2019.
2. **(Ways & Means/Curriculum)** Recommend re-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)
3. **(Ways & Means/Curriculum)** Recommend authorizing Margo Singer and Erin Lambert to attend the Assessment of English Language Learners: Evidence Based Evaluations and Best Practice, sponsored by Cognitive Health Solutions and LIU #12, on December 7, 2018 from 8:00 am to 4:00 pm at the Lincoln Intermediate Unit in New Oxford, PA, with all necessary expenses to be paid or reimbursed by the Special Education Department not to exceed \$160.00.
4. **(Ways & Means/Curriculum)** Recommend authorizing approximately nine (9) high school members of the Interact Club, accompanied by Pauline Stein to travel to Arlington National Cemetery in Arlington, VA on December 15, 2018 from 5:00 am to 7:00 pm to place wreaths on veterans graves, at no cost to the District.

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

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

1. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement for Brian Eckert, head of the grounds department, effective February 19, 2019.
2. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement for Holly Marchio, certified school nurse at New Oxford High School, effective the last day of the 2018-2019 school year.
3. **(Personnel)** Recommend acceptance of the resignation of Keith Renner, girls varsity head soccer coach, effective November 9, 2018.
4. **(Personnel)** Recommend approval of an extension of an unpaid leave of absence to April Bastress from January 21, 2019 until February 5, 2019.
5. **(Personnel)** Recommend approval of Dr. Karen Sipe as the School Safety and Security Coordinator.
6. **(Personnel)** Recommend approval of the following staff transfers:

- Dr. Christopher Bowman from Interim Principal at New Oxford High School to Principal at New Oxford High School, effective January 19, 2019.
- Mr. Matthew Muller from Interim Principal at New Oxford Middle School to Principal at New Oxford Middle School, effective January 19, 2019.
- Mrs. Marcy Mummert from LTS ISS Teacher to Gifted Education Teacher grades 4-8, effective in January 2019.
- Christine Higgins from a substitute support staff to a part-time cafeteria worker (Category 6A) at the wage established in Addendum A*(Range 4f) at NOHS.
- Barry Unger from interim head custodian (Category 1) at the wage established in Addendum A*(Range 2b) to head custodian (Category 1) at the wage established in Addendum A*(Range 2b) at NOE.

7. **(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(S)</u>	<u>STIPEND</u>
Deb Schott	18-19 Musical - Stage Manager	\$ 500.00
Grace Watson-Martin	18-19 Musical - Rehearsal Accompanist	\$ 550.00
AJ Warner	18-19 Musical - Lighting & Sound Advisor	\$1,200.00
Kelly Kuhn	18-19 Musical - Ticket Coordinator	\$ 789.00
Lauren Seigman	18-19 Musical - Choreographer	\$1,094.70
Brian Campbell	18-19 Musical - Stage Crew Chief	\$ 300.00

8. **(Personnel)** Recommend approval of the following volunteers to receive a stipend for the 2018-2019 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
Michael Hirsh	\$400.00
James Kain	\$400.00
David Motter	\$400.00
William School	\$400.00

9. **(Personnel)** Recommend employment of Teresa Biddle as the receptionist/administrative assistant (Category 1) at the wage established in Addendum A*(Range 1b) in the District Office, pending having met all required Federal, State, and local hiring regulations.
10. **(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.

Eli Brill

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

Baer, Lisamarie N.
Boose, Felicity L.
Laughlin, William J.
Myers, Brenda L.

Bittinger, Michael L.
Colvin William J.
Martin, Zackary D.
Myers, Scott A.

Bittinger, Stacey M
Gebhart, Ariana E.
McGinnis, Abby C.
Renaut, Dawn M.

12. **(Personnel)** Recommend employment of Joshua Lovejoy as the Director of Human Resources, pending having met all required Federal, State, and local hiring regulations.

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

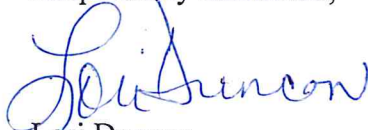
Mr. Crabill made a motion, seconded by Mrs. Conrad to:

1. **(Property & Supplies/ Use of Facilities)** Recommend authorizing New Oxford High School Alumni Banquet Committee with Lee Hoffheins as representative, to use the New Oxford High School cafeteria and kitchen on Saturday, May 11, 2019, from 5:30 pm to 9:00 pm, for the purpose of NOHS Alumni Banquet, 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 New Oxford Junior Baseball, with Kevin Strawsburg as representative, to use the New Oxford Middle School cafeteria on January 4, 11, 2019 from 5:00 pm to 8:00 pm and January 5, 12, 2019 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.

Roll call vote: Mr. Flickinger-aye; Mrs. Buffenmyer-aye; Mr. Groft-aye; Mrs. Conrad-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 8:05 p.m.

Respectfully submitted,


Lori Duncan
Secretary