

September 21, 2020  
 Conewago Valley Board Meeting

The regular scheduled meeting of the Board of Directors of the Conewago Valley School District was called to order at 7:28 p.m. Mr. Edward Groft called the meeting to order. The following members were present: Mrs. Melanie Sauter, Mr. Luke Crabill, Mr. Jeff Kindschuh, Mr. Eric Flickinger, Mrs. Tara Bolton, Ms. Patricia Gouker and Mr. Michael Buckley. Absent was Mr. William Huffman. Also present were Superintendent Dr. Christopher Rudisill, Asst. Superintendent Dr. Sharon Perry, Principals Dr. Ken Armacost, Dr. Larry Sanders, Dr. Christopher Bowman, Mr. Matt Muller and Mr. Christopher Cobb, Special Education Director, Dr. Stephanie Corbin and solicitor Ms. Taylor Baublitz.

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

Mr. Kindschuh made a motion, seconded by Mr. Crabill to accept the minutes of the August 3, 2020 Committee of the whole meeting and the August 10, 2020 Regular meeting of the Board of Directors. By voice vote, the motion was carried.

Mr. Crabill made a motion, seconded by Mrs. Sauter to file the Treasurer’s Report for audit.

The Treasurer’s report showed:

<u>PA School District Liquid Asset Fund</u>			
Previous Balance	\$ 3,578,824.75		
Deposits	10,687,091.78		
Withdrawals	<u>6,171,168.32</u>		
Balance 9/1/20			\$8,094,748.21
 <u>PSDLAF Flex CD</u>			
Previous Balance	\$3,800,000.00		
Deposits	1,000,000.00		
Withdrawals	<u>0.00</u>		
Balance 9/1/20			\$4,800,000.00
 <u>PSDLAF Bond 2019</u>			
Previous Balance	\$2,531,369.75		
Deposit	34.82		
Withdrawals	<u>77,969.00</u>		
Balance 9/1/20			\$2,453,435.57
 <u>PSDLAF Capital Reserves</u>			
Previous Balance	\$1,015,379.29		
Deposits	8.68		
Withdrawals	<u>4,947.27</u>		
Balance 9/1/20			\$1,010,440.70

Roll call vote: Mr. Crabill-aye; Ms. Gouker-aye; Mrs. Bolton-aye; Mr. Kindschuh-aye; Mr. Flickinger-aye; Mr. Buckley-aye; Mrs. Sauter-aye and Mr. Groft-aye. Motion was carried.

Mr. Crabill made a motion, seconded by Mrs. Bolton 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 #10004558 to #10004825. Pay Wires #99134 to #99151. Purchase Card transactions to include #23794cc to #23905cc. The total amount of the General Fund items paid is \$4,300,961.85. Capital Reserve Fund invoice to include Check #30000139 in the amount of \$4,947.27 was paid. Food Service invoices to include Checks #50000517 to #50000536. Total Food Service fund payments are in the amount of \$37,980.69. Void Food Service Check #50000513. Construction Bond invoices for Bond 2019 to include Checks #45000468 to #45000472 in the amount of \$82,664.81 was 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. Crabill-aye; Ms. Gouker-aye; Mrs. Bolton-aye; Mr. Kindschuh-aye; Mr. Flickinger-aye; Mr. Buckley-aye; Mrs. Sauter-aye and Mr. Groft-aye. Motion was carried.

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

1. **(Ways & Means/Curriculum)** Recommend approval of Resolution # 112 - The New Title IX Regulations.
2. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the donation for engraving from Scott Coyle of Scott & Company Fine Jewelers, valued at \$300.00.
3. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the donation from Chuck Tullis of Utz Quality Foods for supplying individual snack bags to the summer faculty and staff, valued at \$60.00.
4. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the donation from Joe Bican of Ring Container Technologies for purchasing 2 pedestrian crossing signs on Main Street in McSherrystown, valued at \$500.00.
5. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the donation in kind and matching grant from the J. William Warehime Foundation for improvements and upgrades to the Colonial Career and Technology Center.
6. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the donation in kind from Conewago Enterprises, Inc. for improvements and upgrades to the Colonial Career and Technology Center.

7. ***(Ways & Means/Curriculum)*** Recommend acknowledging with appreciation the work completed by Francis E. Klunk Electrical Contractor for improvements and upgrades to the Colonial Career and Technology Center.
8. ***(Ways & Means/Curriculum)*** Recommend acknowledging with appreciation the work completed by Advanced Industrial Services (AIS) for improvements and upgrades to the Colonial Career and Technology Center.
9. ***(Ways & Means/Curriculum)*** Recommend acknowledging with appreciation the work completed by Walton & Company for improvements and upgrades to the Colonial Career and Technology Center.
10. ***(Ways & Means/Curriculum)*** Recommend approval of the Letter of Agreement between True North Wellness Services and Conewago Valley School District regarding Student Assistance Program Drug and Alcohol Liaison Services for the 2020-2021 school year.
11. ***(Ways & Means/Curriculum)*** Recommend approval of updated Board Policy #201 (Admission of Students).
12. ***(Ways & Means/Curriculum)*** Recommend approval of updated Board Policy #103 (Discrimination/Title IX Sexual Harassment Affecting Students).
13. ***(Ways & Means/Curriculum)*** Recommend approval of updated Board Policy #104 (Discrimination/Title IX Sexual Harassment Affecting Staff).
14. ***(Ways & Means/Curriculum)*** Recommend approval of updated Board Policy #247 (Hazing).
15. ***(Ways & Means/Curriculum)*** Recommend approval of updated Board Policy #249 (Bullying/Cyberbullying).
16. ***(Ways & Means/Curriculum)*** Recommend approval of updated Board Policy #317.1 (Educator Misconduct).
17. ***(Ways & Means/Curriculum)*** Recommend approval of updated Board Policy #824 (Maintaining Professional Adult/Student Boundaries).
18. ***(Ways & Means/Curriculum)*** Recommend approval of retiring Board Policy #248 (Unlawful Harassment) as its contents are now contained in the updated Board Policy #103.
19. ***(Ways & Means/Curriculum)*** Recommend authorizing Jenna Stiner to attend The Science of Reading, sponsored by the Lincoln Intermediate Unit #12, on September 23, 2020 from 8:30 am to 3:30 pm, virtually via Zoom on Conewago Valley School District property, at no cost to the District.

20. ***(Ways & Means/Curriculum)*** Recommend authorizing Jenna Stiner to attend Sound Walls, sponsored by the Lincoln Intermediate Unit #12, on January 19, 2021 from 8:30 am to 3:30 pm, most likely virtually via Zoom on Conewago Valley School District property, at no cost to the District.
21. ***(Ways & Means/Curriculum)*** Recommend authorizing Dr. Sephanie D. Corbin to attend various Restorative Practices and becoming a Restorative Practices Licensed Trainer, sponsored by the Lincoln Intermediate Unit #12, on September 10 & 11, October 5 & 6, December 9-11, 2020, and January 27-29, 2021 from 8:30 am to 4:30 pm, virtually via Zoom or in person, at no cost to the District, costs incurred (\$3,500) will be covered with grant money.
22. ***(Ways & Means/Curriculum)*** Recommend authorizing Dr. Sephanie D. Corbin, Marcy Rickrode, Erin Lambert, and Margo Singer to attend PBIS Coaching Series, sponsored by the Lincoln Intermediate Unit #12, on November 3, December 1, 2020, January 21, and February 10, 2021 from 8:30 am to 11:30 am, virtually via Zoom, at no cost to the District.
23. ***(Ways & Means/Curriculum)*** Recommend authorizing Amie Meckley to attend The Science of Reading, sponsored by the Lincoln Intermediate Unit #12, on September 23, 2020 from 8:30 am to 3:30 pm, virtually via Zoom on Conewago Valley School District property, at no cost to the District, except for the cost of one (1) substitute.
24. ***(Ways & Means/Curriculum)*** Recommend authorizing Amie Meckley to attend Sound Walls, sponsored by the Lincoln Intermediate Unit #12, on January 19, 2021 from 8:30 am to 3:30 pm, most likely virtually via Zoom on Conewago Valley School District property, at no cost to the District, except for the cost of one (1) substitute.
25. ***(Ways & Means/Curriculum)*** Recommend acknowledging with appreciation the work completed by SAY Plastics for the clear partitions in the district office and each of our building offices and cafeterias to aid in the protection of our staff and students.
26. ***(Ways & Means/Curriculum)*** Recommend approval of new Board Policy #252 (Dating Violence).
27. ***(Ways & Means/Curriculum)*** Recommend approval of updated Board Policy #220 (Student Expression/Distribution and Posting of Materials).
28. ***(Ways & Means/Curriculum)*** Recommend approval of the Memorandum of Understanding between Harrisburg Area Community College and New Oxford High School in the Conewago Valley School District regarding the College in the High School Program.

Roll call vote: Mr. Crabill-aye; Ms. Gouker-aye; Mrs. Bolton-aye; Mr. Kindschuh-aye; Mr. Flickinger-aye; Mr. Buckley-aye; Mrs. Sauter-aye and Mr. Groft-aye. Motion was carried.

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

1. **(Personnel)** Recommend acceptance of the resignation of Shannon Siegel, instructional aide at Conewago Valley Intermediate School, effective August 10, 2020.
2. **(Personnel)** Recommend acceptance of the resignation of Rebecca Moser, instructional aide at Conewago Township Elementary School, effective August 13, 2020.
3. **(Personnel)** Recommend acceptance of the resignation of Adrienne Trail, ESL instructional aide at New Oxford Elementary School, effective August 14, 2020.
4. **(Personnel)** Recommend acceptance of the resignation of Tabitha DiSanti, food services at Conewago Township Elementary School, effective August 17, 2020.
5. **(Personnel)** Recommend acceptance of the resignation of Stephanie Stiffler, instructional aide at Conewago Valley Intermediate School, effective August 23, 2020.
6. **(Personnel)** Recommend acceptance of the resignation of Olivia Gebhart, personal care assistant at New Oxford Middle School, effective August 25, 2020.
7. **(Personnel)** Recommend acceptance of the resignation of April Becker, Life Skills aide at New Oxford Elementary School, effective September 3, 2020.
8. **(Personnel)** Recommend acceptance of the resignation of Tania Groft, 4th grade teacher at Conewago Valley Intermediate School, effective the end of the day on September 10, 2020.
9. **(Personnel)** Recommend acceptance of the resignation of Joe Stiles, assistant tennis coach, effective August 18, 2020.
10. **(Personnel)** Recommend approval the following transfers effective for the 2020-2021 school year:
 

Shonda Covington from instructional aide at NOMS to instructional aide at CVIS.  
 Catherine Meador from personal care assistant at CTE to instructional aide at CTE.  
 Corrie Wilderson from part-time food services to assistant head cook at NOE. (eff. 9/22/2020)
11. **(Personnel)** Recommend that whereas there is certification by the District superintendent that a satisfactory rating was given during the last four (4) months of a period of three (3) years of service in the District as a Temporary Professional Employee to the following District employees, said employees are now recognized as having achieved the status of Professional Employee (i.e. tenured), that they so be notified, and that those who have not resigned be tendered with the standard contract of employment provided for Professional Employees.

Monica Bajaj  
Caitlin Frazier  
Brian Hunt  
Adam Smith

Laurel Brown  
Eileen Grob  
Jarrod Linn  
Grace Watson-Martin

Kathleen Fluman  
Alexandra Heller  
Ashley McDaniel

12. **(Personnel)** Recommend approval of paid and unpaid leave of absence for Grace Watson-Martin, such leave to begin on approximately October 22, 2020 and continue through to January 28, 2021, 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.
13. **(Personnel)** Recommend approval of the continued sabbatical leave for Amy Beckman through November 10, 2020.
14. **(Personnel)** Recommend approval of the following extracurricular assignments for the 2020-2021 school year only, pending having met all Federal, State, local hiring regulations, and any required PIAA training and certifications, and subject to contractual terms relative to school or activity closures due to the Pandemic.

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Brandon Horick	Girls Tennis Assistant Coach	\$ 757.00
Stephanie Myers	Middle School Student Council Advisor	\$1,262.00
Rick Jones	FFA Advisor	\$1,803.52
Katie Appleby	Freshman Class Advisor	\$1,105.00
Alexandra Heller	High School Student Council Advisor	\$1,473.00
Lori Althoff	High School Assistant Student Council Advisor	\$ 947.00

15. **(Personnel)** Recommend approval of the following curriculum leader position for the 2020-2021 school year:

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Jennifer L. Shearer	Math K-3 at NOE	\$1,750.00

16. **(Personnel)** Recommend employment of Brittany Barnes as a Professional Employee - Emotional Support Teacher at New Oxford High Schools, at a salary equal to Masters, Step 10 of the applicable negotiated agreement, effective October 12, 2020, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
17. **(Personnel)** Recommend employment of Sarah Ruffner as a Long-Term Substitute Employee for 4th grade at Conewago Valley Intermediate School, at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, retroactive to the first day of the 2020-2021 school year and ending the last day of the 2020-2021 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.

18. **(Personnel)** Recommend employment of Olivia Smith as an instructional aide at Conewago Township Elementary School, (Category 3A) at the wage established in Addendum A\*(Range 3b), retroactive to August 31, 2020, pending having met all required Federal, State, and local hiring regulations.
19. **(Personnel)** Recommend employment of Cathleen Bauerline as a life skills support aide at Conewago Valley Intermediate School, (Category 3A) at the wage established in Addendum A\*(Range 3b), retroactive to August 31, 2020, pending having met all required Federal, State, and local hiring regulations.
20. **(Personnel)** Recommend employment of Britney Malloy as an instructional aide at New Oxford Middle School, (Category 3A) at the wage established in Addendum A\*(Range 3b), retroactive to September 1, 2020, pending having met all required Federal, State, and local hiring regulations.
21. **(Personnel)** Recommend employment of Shannon Scott as an life skills support aide at New Oxford Elementary School, (Category 3A) at the wage established in Addendum A\*(Range 3b), retroactive to September 8, 2020, pending having met all required Federal, State, and local hiring regulations.
22. **(Personnel)** Recommend employment of Zachary Rang as a 2nd shift custodian at Conewago Township Elementary School, (Category 1) at the wage established in Addendum A\*(Range 2d), retroactive to August 24, 2020, pending having met all required Federal, State, and local hiring regulations.
23. **(Personnel)** Recommend employment of David Six, Jr. as a 3rd shift custodian at New Oxford High School, (Category 1) at the wage established in Addendum A\*(Range 2d), retroactive to August 24, 2020, pending having met all required Federal, State, and local hiring regulations.
24. **(Personnel)** Recommend employment of Brenda Brodbeck as an ESL aide at New Oxford Elementary School, (Category 3A) at the wage established in Addendum A\*(Range 3b), retroactive to September 10, 2020, pending having met all required Federal, State, and local hiring regulations.
25. **(Personnel)** Recommend approval of the following day-to-day substitute teachers for the 2020-2021 school term according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.  
  

Samuel Miller	Ryan Wallen (retro 8/27/20)	Lisa Dubs (nurse) (retro 9/11/20)
---------------	-----------------------------	-----------------------------------
26. **(Personnel)** Recommend approval of the following volunteers, pending having met all Federal, State, and local regulations.

Hause, Jason F.	Haifley, Chad E.	Haifley, Stephanie A.
Hoover, Katlyn R.	Kuhn, Erika N.	McFeaters, Thomas M.

Noel, Melissa S.      Taylor, Patrick A.      Weber, Marc D.      Worley, Brianna N.

27. **(Personnel)** Recommend approval of the job description of Title IX Coordinator for Conewago Valley School District.
28. **(Personnel)** Recommend approval of the following positions for Conewago Valley School District:

Dr. Sharon Perry - Compliance Officer and Title IX Coordinator for Students  
Mr. Joshua Lovejoy - Title IX Coordinator for Employees

29. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement of Tania Powers, 2nd shift custodian at New Oxford Middle School, effective November 27, 2020.
30. **(Personnel)** Recommend approval of a full-term sabbatical leave for Jennifer Ulsh beginning September 28, 2020 and continuing through the duration of the 2020-2021 school year according to the conditions set forth in Board Policy #338.
31. **(Personnel)** Recommend employment of Caitlin Danner as a Long Term Substitute Employee for 3rd Grade at Conewago Township Elementary School, at a salary equal to Column Instructional 1, Step 1 of the applicable negotiated agreement, from September 28, 2020 and ending the last day of the 2020-2021 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
32. **(Personnel)** Recommend employment of Melissa Ludwig as an instructional aide at Conewago Valley Intermediate School, (Category 3A) at the wage established in Addendum A\*(Range 3b), effective September 21, 2020, pending having met all required Federal, State, and local hiring regulations.
33. **(Personnel)** Recommend approval of the following extracurricular assignments for the 2020-2021 school year only, pending having met all Federal, State, local hiring regulations, and any required PIAA training and certifications, and subject to contractual terms relative to school or activity closures due to the Pandemic.

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>STIPEND</u></b>
Chris Arnold	Head Percussion Instructor (Fall)	\$2,653.02
Chris Arnold	Percussion Arranger (Fall)	\$1,273.45
Tom Meyer	Pit Percussion Instructor (Fall)	\$1,560.60
Brianna Worley	Head Colorguard Instructor (Fall)	\$1,500.00
Susan Travis	Colorguard Instructor (Fall)	\$1,000.00
Amanda Wood	Colorguard Instructor (Fall)	\$1,000.00

Roll call vote: Mr. Crabill-aye; Ms. Gouker-aye; Mrs. Bolton-aye; Mr. Kindschuh-aye; Mr. Flickinger-aye; Mr. Buckley-aye; Mrs. Sauter-aye and Mr. Groft-aye. Motion was carried.

Mrs. Sauter made a motion, seconded by Mrs. Bolton to:



1. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Center for Youth and Community Development with Samiah Slusser as representative, to use the New Oxford Elementary School Gymnasium/Cafeteria on Tuesdays, Wednesdays, and Thursdays (during the COVID restrictions), from September 22, 2020 through May 27, 2021, from 3:15 pm to 6:30 pm for the CFYCD After School 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 for Center for Youth and Community Development with Samiah Slusser as representative, to use the Conewago Township Elementary School Gymnasium/Cafeteria or Library on Tuesdays, Wednesdays, and Thursdays (during the COVID restrictions), from September 22, 2020 through May 27, 2021, from 3:15 pm to 6:30 pm for the CFYCD After School 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.
3. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Center for Youth and Community Development with Samiah Slusser as representative, to use the Conewago Valley Intermediate School Gymnasium/Cafeteria, small instructional room near Cafe, and outdoor basketball courts (when available) on Tuesdays, Wednesdays, and Thursdays (during the COVID restrictions), from September 22, 2020 through May 27, 2021, from 3:15 pm to 6:30 pm for the CFYCD After School 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.
4. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Center for Youth and Community Development with Samiah Slusser as representative, to use the New Oxford Middle School LGIA and small office (ISS room) on Tuesdays, Wednesdays, and Thursdays (during the COVID restrictions), from September 22, 2020 through May 27, 2021, from 2:20 pm to 5:30 pm for the CFYCD After School 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.

Roll call vote: Mr. Crabill-aye; Ms. Gouker-aye; Mrs. Bolton-aye; Mr. Kindschuh-aye; Mr. Flickinger-aye; Mr. Buckley-aye; Mrs. Sauter-aye and Mr. Groft-aye. Motion was carried.

By common consent and action, Mr. Groft adjourned the meeting at 8:09 p.m.

Respectfully submitted,



Lori A. Duncan  
Board Secretary