

June 13, 2022
Conewago Valley Board Meeting

The regular scheduled meeting of the Board of Directors of the Conewago Valley School District was called to order at 7:32 p.m. Mr. Edward Groft called the meeting to order. The following members were present: Mr. Luke Crabill, Mr. William Huffman, Mrs. Melanie Sauter, Mr. Eric Flickinger, Mr. Michael Buckley, Ms. Patricia Gouker, Mr. Jeff Kindschuh and Mrs. Tara Bolton. Also present were Superintendent Dr. Sharon Perry, Assistant Superintendent Dr. Robert Walker, Principals Mr. Christopher Cobb, Mr. Matthew Muller, Dr. Christopher Bowman, Mrs. Autumn Zaminski and Dr. Garry Himes. Also present were Dr. Stephanie Corbin, Mr. Doug Wherley, Mrs. Lynne Miller and solicitor Ms. Brooke Say.

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

Mr. Huffman made a motion, seconded by Mrs. Sauter to approve the minutes of the May 2, 2022 Committee of the whole meeting and the May 9, 2022 Regular meeting of the Board of Directors. By voice vote, the motion was carried.

Mr. Kindschuh congratulated the students and other District personnel whose name appear on the monthly congratulations list.

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

The Treasurer's report showed:

PA School District Liquid Asset Fund

Previous Balance	\$ 413,976.21	
Deposits	7,050,291.60	
Withdrawals	<u>4,211,031.44</u>	
Balance 6/1/22		\$3,253,236.37

PSDLAF Flex CD

Previous Balance	\$12,103,438.53	
Deposits	0.00	
Withdrawals	<u>4,746,493.38</u>	
Balance 6/1/22		\$7,356,945.15

PSDLAF Bond 2019

Previous Balance	\$2,041,933.40	
Deposit	371.04	
Withdrawals	<u>0.00</u>	
Balance 6/1/22		\$2,042,304.44

PSDLAF Capital Reserves

Previous Balance	\$1,105,473.33	
Deposits	343.44	
Withdrawals	<u>233,699.90</u>	
Balance 6/1/22		\$872,116.87

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

Mr. Crabill made a motion, seconded by Mr. Huffman 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 #10007225 to #10007335. Pay Wires #8000000236 to #8000000246. ACH debits #9000018725 to #9000019694. The total amount of General Funds items paid is \$3,892,492.82. Capital Reserve invoice to include Check #30000148 was paid in the amount of \$93,335. Food Service invoices to include Checks #50000937 to #50000957. Total Food Services Fund payments in the amount of \$65,420.22 and no Construction Bond 2019 invoices 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 the Board adopt the final 2022-2023 General Fund Budget, as was duly advertised and held open to inspection, and was tentatively approved by the Board at its meeting of May 9, 2022 showing expenditures and estimated resources of the same amount of \$72,220,492.00, 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) 14.8524 Mill Real Estate Tax under School Code
 - f) \$10/\$52 Emergency & Municipal Services Tax - Act 55 (dependent on municipality)

4. **(Finance)** Recommend that cafeteria lunch prices for the 2022-2023 school year be set at \$2.50 for the elementary and intermediate schools, \$2.75 for secondary schools, 50¢ for milk. The cafeteria breakfast price for the 2022-2023 school year will be set at \$1.50 for all students.
5. **(Finance)** Recommend approval of the contract between Conewago Valley School District and Lincoln Bus Lines for transportation services in the Special Education Department for the 2022-2023 school year at a cost of \$498,000.00.

Roll call vote: Mr. Kindschuh-aye; Mr. Huffman-aye; Mr. Crabill-aye; Mr. Buckley-aye; Mrs. Sauter-aye; Mr. Flickinger-aye; Ms. Gouker-aye-Items #1, 2, 4 & 5; nay-Item #3; Mrs. Bolton-aye-Items #1, 2, 4 & 5; nay-Item #3 and Mr. Groft-aye. Motion was carried.

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

1. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the \$2,500 donation from Precision Cut Industries to the New Oxford SkillsUSA Welding Fabrication Team.
2. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the \$5,000 donation from an anonymous donor to the New Oxford SkillsUSA Welding Fabrication Team.
3. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the \$600 donation from an anonymous donor to the New Oxford SkillsUSA Welding Fabrication Team.
4. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the \$1,000 donation from 520 Union to the New Oxford SkillsUSA Welding Fabrication Team.
5. **(Ways & Means/Curriculum)** Recommend acceptance of the 2021-2022 Annual Safety Report that was presented and reviewed during the Board Study Session on June 6, 2022.

[To the 2021-2022 Annual Safety Report](#)

6. **(Ways & Means/Curriculum)** Recommend approval of the contract with Perry Smith Driving School to provide behind the wheel drivers training for the 2022-2023 school year.
7. **(Ways & Means/Curriculum)** Recommend approval of the contracted services between Laurel Life and Conewago Valley School District for the 2022-2023 school year at a cost of \$526,136.00.
8. **(Ways & Means/Curriculum)** Recommend approval of the Special Education Plan for 2022-2025. Link listed below.

[Special Education Plan for 2022-2025](#)

9. ***(Ways & Means/Curriculum)*** Recommend approval of the Gifted Education Plan for 2022-2025. Link listed below.

[Gifted Education Plan for 2022-2025](#)

10. ***(Ways & Means/Curriculum)*** Recommend approval of the attached list of professional development/conferences for the 2022-2023 school year.

[Professional Development/Conferences for 2022-2023](#)

11. ***(Ways & Means/Curriculum)*** Recommend approval of the New Oxford Athletic Booster Club By-Laws.

[To New Oxford Athletic Booster Club By-Laws](#)

12. ***(Ways & Means/Curriculum)*** Recommend approval of the K-12 Language Arts Scope & Sequence. Link listed below.

[K-12 English Language Arts Scope & Sequence](#)

13. ***(Ways & Means/Curriculum)*** Recommend approval of the Conewago Valley School District Support Staff Handbook. Link listed below.

[CVSD Support Staff Handbook](#)

14. ***(Ways & Means/Curriculum)*** Recommend accepting with appreciation the \$1,200 donation from The Richard Gross East Berlin VFW to the New Oxford SkillsUSA Welding Fabrication Team.

15. ***(Ways & Means/Curriculum)*** Recommend acceptance with appreciation of the donation for additional engraving of our retirement plates from Scott Coyle of Scott & Company Fine Jewelers, valued at \$30.00.

16. ***(Ways & Means/Curriculum)*** Recommend approval of the Letter of Agreement between True North Wellness Services and Conewago Valley School District regarding D & A SAP liaison services - and SAP School Based Clinical Services for the 2022-2023 school year at a cost of \$35,452.10.

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

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

1. **(Personnel)** Recommend approval of the Non-Bargaining Unit Personnel Salary and Wage Statement for 2022-2023.

[To 2022-2023 Wage Range Statement](#)

2. **(Personnel)** Recommend approval of the 2022-2023 Curriculum Leader Compensation Proposal.

[To 2022-2023 Curriculum Cabinet Compensation Proposal](#)

3. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement of Jennifer Snyder, chemistry and biology teacher and science curriculum leader at New Oxford High School, effective July 1, 2022.
4. **(Personnel)** Recommend that Dr. Raymond Ruberg be appointed as the primary school physician for the 2022-2023 school term with duties according to the usual and customary fee.
5. **(Personnel)** Recommend that Dr. Kari Stuntz be appointed as the school dentist for the 2022-2023 school term with duties according to the usual and customary fee.
6. **(Personnel)** Recommend approval of the transfer of Ashley Sprankle from a 220 day Food Services Director to a twelve (12) month Food Services Director, effective July 1, 2022.
7. **(Personnel)** Recommend approval of Andrew Miller as a 2022 summer computer technician retroactive to May 31, 2022, at the established rate, pending appropriate approvals as needed.
8. **(Personnel)** Recommend approval for the following transfers for the 2022-2023 school year:
 - Erin Cotton from learning support teacher at New Oxford Middle School to gifted teacher at New Oxford and Conewago Township Elementary Schools.
 - Michelle Hull from life skills teacher at New Oxford Middle School to learning support teacher at New Oxford Middle School.
 - April Bastress from grade 1 teacher at Conewago Township Elementary School to reading specialist at Conewago Township Elementary School.
9. **(Personnel)** Recommend approval of the transfer of Liam Dwyer from a technology intern to technology specialist at New Oxford Middle School, (Category 1) at the wage established in Addendum A*(Range 5a), retroactive to May 31, 2022, pending having met all required Federal, State, and local hiring regulations.
10. **(Personnel)** Recommend employment of Eduardo Sanjuan-Miranda as a technology specialist at New Oxford Elementary School, (Category 1) at the wage established in

Addendum A*(Range 5a), effective June 20, 2022, pending having met all required Federal, State, and local hiring regulations.

11. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Sarah Gates, health and physical education teacher at New Oxford High School, such leave to begin approximately August 27, 2022 and extend through the end of the first semester of the 2022-2023 school year, returning January 16, 2023, 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.
12. **(Personnel)** Recommend approval of Kara Olewiler as the Science 9-12 Curriculum Leader at New Oxford High School, effective for the 2022-2023 school year.
13. **(Personnel)** Recommend approval of Patty Bealmear as the Business Education 9-12 Curriculum Leader at New Oxford High School, effective for the 2022-2023 school year.
14. **(Personnel)** Recommend approval of the attached list of extracurricular coaching assignments for the 2022-2023 school year only, pending completion of any required PIAA training and certifications, having met all Federal, State, and local hiring regulations, and subject to contractual terms relative to school or activity closures due to the Pandemic.

To the 2022-2023 Fall Extra Curricular Coaching Positions

15. **(Personnel)** Recommend approval of the following extracurricular coaching assignments for the 2022-2023 school year only, pending completion of any required PIAA training and certifications, having met all Federal, State, and local hiring regulations, and subject to contractual terms relative to school or activity closures due to the Pandemic.

<u>NAME</u>	<u>SPORT</u>	<u>STIPEND</u>
Brandon Dinges	Head Girls Volleyball Coach	\$4,345.65

16. **(Personnel)** Recommend approval of the attached list of day-to day substitute teachers, school nurses, and substitute support staff for the 2022-2023 school term, according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

To 2022-2023 Substitute Listing

17. **(Personnel)** Recommend approval of the following extracurricular assignments for the 2022-2023 school year only, pending having met all Federal, State, local hiring regulations, and any required PIAA trainings 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>
Chris Arnold	Head Percussion Instructor (Fall)	\$2,760.20
Chris Arnold	Percussion Arranger (Fall)	\$1,324.90
Tom Meyer	Front Ensemble Instructor (Fall)	\$1,623.65
Brianna Worley	Head Colorguard Instructor (Fall)	\$1,560.60
Susan Travis	Asst. Colorguard Instructor (Fall)	\$1,040.40
Amanda Wood	Asst. Colorguard Instructor (Fall)	\$1,040.40

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

Aiello, Tara	Guth, Evan W.	Grenagle, James L.
Jordan, Hannah L.	Lua, Norma K.	Moss, Kaelyn N.
Myers, Zyaire T.	Slagle, Tara D.	Still, Haley J.

19. **(Personnel)** Recommend acceptance of Joshua Lovejoy's request to rescind his resignation of May 24, 2022.
20. **(Personnel)** Recommend approval of the Amendment to the Director of Human Resources' Employment Agreement with the Conewago Valley School District for Joshua Lovejoy, retroactive to June 1, 2022.
21. **(Personnel)** Recommend approval for the following transfers for the 2022-2023 school year:
- Sarah Smyser from grade 5 teacher at Conewago Valley Intermediate School to kindergarten teacher at Conewago Township Elementary School.
 - Lori Hoffman from Receptionist/Human Resources Secretary/Transportation Secretary to Human Resources Secretary, effective 7/1/2022.
22. **(Personnel)** Recommend employment of Tasha Martin as a Temporary Professional Employee - Health and Physical Education Teacher at Conewago Valley Intermediate School, at a salary equal to Masters +36, Step 1 of the applicable negotiated agreement, effective August 16, 2022, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
23. **(Personnel)** Recommend employment of Jessica Lawrence as a payroll specialist for Conewago Valley School District, (Category 1) at the wage established in Addendum A*(Range 5a), effective July 1, 2022, pending having met all required Federal, State, and local hiring regulations.
24. **(Personnel)** Recommend approval of the following volunteers, pending having met all Federal, State, and local regulations.

DeSanto, Donald R.

Summers, Adam J.

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

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

1. ***(Property & Supplies/ Use of Facilities)*** Recommend retroactive approval for New Oxford Youth Lacrosse Club Association with Sarah Clark as representative, to use the New Oxford High School Stadium on May 21, 2022, from 9:00 am to 5:00 pm for youth lacrosse playoff games, 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. ***Verbal approval given by Dr. Perry, Mr. Groft, and Mr. Kindschuh on 5/13/22.
2. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Conewago Valley Youth Basketball Association (CVYBBA) with Brandon Horick as representative, to use the Conewago Valley Intermediate School gymnasium on June 14, 15, 21, 22, 28, 29, and July 5,6, 2022 from 9:00 am to 10:30 am, for the youth league open gyms, 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 New Oxford Cheer with Stephanie Keech as representative, to use the New Oxford High School auditorium, main gymnasium, auxiliary gymnasium, cafeteria, wrestling room, parking lots, and New Oxford Middle School parking lots on October 29, 2022, from 6:30 am to 6:00 pm for the Colonial Classic Cheer Competition, 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 New Oxford Band Boosters with Shawn Campopiano as representative, to use the New Oxford High School stadium and parking lots (auditorium, main gymnasium bleachers only, and cafeteria for inclement weather only) and New Oxford Middle School parking lots (cafeteria for inclement weather only) and Conewago Valley Intermediate School main lobby restrooms and parking lots on November 5, 2022, from 10:00 am to 11:00 pm for the Colonial Classic Marching Band Competition, 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.
5. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Hanover Soccer Club with Amy Redding as representative, to use the New Oxford Middle School soccer fields on Saturdays or Sundays as approved by the athletic director from October 15, 2022 through November 13, 2022, from 12:00 pm to 4:00 pm, for 11 v 11 soccer games or training, 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.


6. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Dubs Karate Academy and Championship Martial Arts with Vince Fannon as representative, to use the Conewago Township Elementary School gymnasium on Thursday, June 30, 2022, from 4:00 pm to 8:00 pm, for Belt Graduation 2022, 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.
7. ***(Property & Supplies/ Use of Facilities)*** Recommend approval of the updated Facility Usage Charge Chart attachment under Board Policy #707 - Use of Facilities, effective July 1, 2022.

[To Facility Usage Charge Chart](#)

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

By common consent and action, Mr. Groft adjourned the meeting at 8:02 p.m.

Respectfully submitted,


Lori Duncan
Secretary



Annual Safety Report, June 13, 2022

Conewago Valley School District 2021-2022

In response to Act 44-2018, The Safe Schools Act, this summary outlines the actions taken in the area of school safety during the 2021-2022 school year as it relates to various mandates and needs. This report is submitted per the Act 44 mandate requiring the School Safety and Security Coordinator (SSSC) for the district to submit a report to the board no later than June 30th of each year. The Act requires that the SSSC report on the current condition of school safety and security, what steps were taken over the past year to improve the program, and what goals we have for future improvements.

2021-2022 Safety Status

We are in alignment with Act 44. Below are the tasks that occurred during this school year.

- Required [school emergency training and drills](#) for students and staff have been provided.
- Memorandums of Understanding (MOU) with local law enforcement and the state police are up-to-date.
- Each building has a safety team and/or an emergency response team to address safety issues and medical emergencies.
- The Safe 2 Say Program team consisted of Mrs. Bican, Dr. Bowman, Mr. Muller, Mr. Beeman, and Mr. Little. S2SS calls all pertaining to either high school or middle school students. There were 33 tips this school year.

- The safe schools reporting will be completed for submission by the July 31st deadline.
At the time of this report, the data is being finalized.
- Teachers, who are due, will complete the Act 126 mandated reporter training which is required of every school employee every 5 years.
- All teachers in grades 6-12 completed the mandated Act 71 suicide prevention training.
This training is mandated for 4 total hours every 5 years.
- The district has a crisis plan. The crisis plan was activated in response to the death of a volleyball coach/former building principal.
- The Act 126 Mandated Reporter training continues to go out automatically through the Safe School training site to employees who are due for renewal. All school personnel must complete it every 5 years except for school nurses who must complete it every two years in order to renew their nursing license.
- The district is in compliance with the Act 18 Threat Assessment mandate. Conewago Valley has a threat assessment team in each school. The Threat Assessment Training was put out to the district on May 10, 2021, and this was shared with all building administrators. It's a free online "train the trainer" program for all threat assessment team members. The district's threat assessment process is outlined in Appendix D of the emergency manual. The training is not mandatory, but having a threat assessment team is mandated.
- All buildings now have security cameras available to them.
- Improvements to NOE Playground scheduled for Summer 2022
- Several buildings purchased non-slip rugs for all doorways to prevent slips during inclement weather.

COVID-19

- Masks continue to be provided to students who do not come to school with them.
- A District [Health and Safety Plan](#) was updated for COVID-19 as guidance changes.
- Mr. Lovejoy provided all DOH COVID reporting throughout the year for all positive COVID cases and close contacts. This consisted of a self-report form on each positive case along with a close contact list for each person exposed to a positive case.
- Grant funds were also used to provide a safe environment in the cafeteria. Purchases of disposable trays, food prep containers, plastic utensils, gloves, masks, and social distancing floor decals for each cafeteria serving area.
- Each school nurse established a social distancing plan for her health suite that was appropriate for her office layout and the age of the students in her building.
- Each principal established social distancing procedures for the movement of students within each building.

Future Needs

- CPR should be offered in the coming school year. Summertime is usually the best time because it provides flexibility for the testing. It is not mandated that staff complete CPR training but the district is required to offer it to those who are interested in certification. We offer this at a minimal cost to cover the online class and the certificate card. Act 14 and Act 35 require that personnel who are expected to use the AED shall complete training. The school nurses are expected to use the AED and they are trained. Anyone who completes CPR training will also receive AED training as part of their certificate.

- The district should continue to seek ways to provide SEL professional development for all staff in the areas of situational awareness, trauma-informed education awareness, and behavioral health awareness.
- Digital tool or app that would allow us to put the emergency plan online. This would allow us to make changes and share them in real-time immediately with both district and emergency personnel. (Navigate 360)
- A tabletop exercise to include district personnel and emergency personnel is recommended for the summer between the 22-23 school year.

Thank you for your ongoing support to make our district a positive, productive, and safe learning place for our staff and students to gather and thrive. If you have any questions please don't hesitate to contact me.

Respectfully submitted,

2022-2023 Professional Development/Conference Requests

Professional Development Requests 2022-2023				
NAME		BLDG	EVENT	DATE(S)
Lisa	Miller	CTE	Adams County School Counselors Networking	9/1/2022
Lisa	Miller	CTE	LIU #12 Counselor Networking Meeting	9/1/2022
Lisa	Miller	CTE	PaTTAN training(s)	9/1/2022
Sharon	Perry	DO	Fall Superintendent Symposium	Fall 2022
Sharon	Perry	DO	Spring Superintendent Symposium	Spring 2023
Robert	Walker	DO	SAS Conference	TBD
Director	HR	DO	PASPA Conference	2/23/2023
Brian	Hunt	NOHS	AutoDesk Inventor Training	6/6/2023
Melissa	Gantz	CTE	IXL Live	10/18/2022
Melissa	Gantz	CTE	PETE&C	2/5/2023
Melissa	Gantz	CTE	Science of Math	11/10/2022
Melissa	Gantz	CTE	ISTE Certification	1/9/2023
Lauren	Forshey	CVIS	PMEA Annual Conference	4/7/2023
Emily	Kress	NOHS	PETE&C	2/12/2023
Emily	Kress	NOHS	Schoology Connect 2023	3/1/2023
Emily	Kress	NOHS	Elementary & Secondary Technology Conference: IU13	12/12/2022
Emily	Kress	NOHS	Events Related to Instructional Innovation	8/1/2022
Meghan	Latshaw	NOHS	PATTAN & PDE Transition	8/22/2022
Jennifer	Shearer	NOE	Tech or Math Related	9/12/2022
Jennifer	Shearer	NOE	PETE&C	2/7/2023
Shawn	Campopiano	NOHS	PMEA Annual Conference	4/17/2023
David	Bowman	NOHS	PMEA All State Conference	4/19/2023
David	Bowman	NOHS	PMEA October In-Service	10/10/2022
Lynne	Miller	NOHS	PAFPC Summer Conference	8/15/2022
Lynne	Miller	NOHS	Federal Program Conference	5/1/2023
Lynne	Miller	NOHS	ESL Events	9/1/2022
Joanna	Knott	CVIS	PETE&C	2/1/2023
Patricia	Bealmear	NOHS	Pennsylvania Business Education Association Annual Conference	11/24/2022
Stephanie	Corbin	DO	TBD	8/1/2022
Erin	Lambert	NOE	Psychologist cohort	9/1/2022
Erin	Lambert	NOE	PBIS coaching and networking sessions	9/1/2022
Erin	Lambert	NOE	General request for conference in topics related to school psychology	8/16/2022
Marcy	Rickrode	CVIS	Association of School Psychologists of Pennsylvania & Pennsylvania State University 2022 Fall Conference	11/3/2022
Marcy	Rickrode	CVIS	Up to but not to exceed 6 PaTTAN Trainings on topics relevant to school psychology	8/23/2022

Marcy	Rickrode	CVIS	PBIS Network and/or Coaches Meetings (3-4 a year)	8/23/2022
Marcy	Rickrode	CVIS	School Psychologist Cohort Meetings (4-5X/year)	8/23/2022
Marcy	Rickrode	CVIS	IU Meetings	8/23/2022
Stephanie	Spaide	NOHS	Driver Ed Workshop	2/23/2023
Linda	Swift	DO	A/CAPA Fall Conference	10/26/2022
Linda	Swift	DO	PA Skyward USER Group	4/15/2023
Sarah	Lewis	NOHS	ServSafe Proctor test	10/11/2022
Lynne	Miller	DO	LETRS Volume 1 Training Unit 3	9/7/2022
Lynne	Miller	DO	LETRS Volume 1 Unit 4 Training	9/12/2022
Andrea	Wilke	CTE	LETRS Early Training	9/7/2022
Andrea	Wilke	CTE	LETRS Early Training	9/12/2022
Brittany	Moyer	NOE	LETRS Volume 1 Training	9/7/2022
Brittany	Moyer	NOE	LETRS Volume 1 Training	9/12/2022
Erin	Yurick	CVIS	LETRS training	9/7/2022
Erin	Yurick	CVIS	LETRS training	9/12/2022
Olivia	O'Brien	CVIS	LETRS Volume 1 Training Unit 3	9/7/2022
Olivia	O'Brien	CVIS	LETRS Volume 1 Training Unit 3	9/12/2022
Jen	Spickler	CVIS	LETRS Volume 1 Training Unit 3	9/7/2022
Jen	Spickler	CVIS	LETRS Volume 1 Training Unit 3	9/12/2022
Caitlin	Wilfong	CTE	LETRS Volume 1 Training Unit 3	9/7/2022
Caitlin	Wilfong	CTE	LETRS Training	9/12/2022
Jessica	Rios	CVIS	LETRS Volume 1 Training U3	9/7/2022
Erin	Lambert	NOE	LETRS training	9/7/2022
Erin	Lambert	CTE	LETRS	9/12/2022
Taryn	Trimmer	NOE	LETRS Training	9/7/2022
Taryn	Trimmer	NOE	LETRS Training	9/12/2022
Deanna	Howe	CTE	LETRS Volume 1 Training	9/7/2022
Deanna	Howe	CTE	LETRS Volume 1 Training Unit 3	9/12/2022
Christopher	Cobb	NOE	Lead 22 Conference	10/16/2022
Stephanie	Corbin	DO	PDE Data Summit	3/20/2023
Stephanie	Corbin	DO	Skyward User Group Conference	4/18/2023
Stephanie	Corbin	DO	SEAC meetings	8/1/2022
Jody	Strohman	NOE	LETRS Volume 1 Training Unit 3	9/12/2022
Jody	Strohman	NOE	LETRS Volume 1 Training Unit 3	9/7/2022
Jenna	Stiner	NOE	LETRS Volume 1 Training Unit 3	9/7/2022
Jenna	Stiner	NOE	LETRS Volume 1 Training Unit 4	9/12/2022
Jenna	Stiner	NOE	LETRS Volume 2 Training Unit 5	9/14/2022
Jenna	Stiner	NOE	LETRS Volume 2 Training Unit 6	10/12/2022
Jenna	Stiner	NOE	LETRS Volume 2 Training Unit 7	1/11/2023
Jenna	Stiner	NOE	LETRS Volume 2 Training Unit 8	2/15/2023
Autumn	Zaminski	CTE	PETE&C	2/1/2023

New Oxford Athletic Booster Club

By-Laws

Draft for approval – June 13, 2022

Mission and Purpose

- To support and aid the student-athletes, coaches, and parents of the Conewago Valley School District to enhance all athletic programs, activities, and experiences for the participants and the student body at large
- Established as alliance of all the previously independent booster clubs of the individual sports, in an effort to improve efficiency in fundraising and to develop and implement standards for the equitable and appropriate support for all New Oxford student-athletes
- The NOABC shall cooperate and coordinate its activities within the guidelines of Conewago Valley School Board Policy 915 Parent Booster/Support Organizations
- At no time shall the NOABC attempt to interfere with the internal operations or decision making of the school's Athletic Department
- At all times, and in all of its endeavors, the Club shall strive to maintain its focus upon the best interest of the student-athletes

Article I - Name

Section 1 – This association shall be named, known and styled as:

New Oxford Athletic Booster Club (NOABC)

Hereafter known as "Club".

Article II - Meetings and Membership

Section 1 - General meetings will be held at New Oxford High School, room 421, on the first Monday of each month beginning at 7:00 pm. Meetings are open to anyone residing in the Conewago Valley School District.

Section 1B - The President reserves the right to change the place and time as deemed necessary.

Section 1C – Special meetings may be called by the President by written notice or telephone, delivered personally, or sent by mail, facsimile, or email to each member

at his/her address as shown on the records of the Club, at least 48 hours in advance of the meeting.

Section 2 – Regular membership shall be restricted to men and women over 18 years of age, regardless of race, creed, color, or national origin, and whom reside within the boundaries of the Conewago Valley School District.

Section 2B – Regular members who attend two (2) meetings during a year are eligible to participate in election voting and receive nomination to Executive Office.

Section 3 - Voting members for items seeking approval shall be only the team parent representatives attending the meeting (coach may attend to represent team at meetings but will be non-voting member) and Executive Officers. This is in regards to voting for items brought up by membership or Executive Officers at a regular or special meeting.

Section 3B – Each team present at the meeting shall receive one vote on items to be approved by the membership.

Section 3C – In the event of a tie, the Executive Officers shall have the final decision.

Section 4 - A single person may only be a parent representative for one team at a meeting even if their child participates on multiple teams.

Section 5 – Failure to have a parent representative attend a regular membership meeting or volunteer responsibility may result in the team not being eligible for senior scholarship opportunities or other requests from the general fund being denied.

Section 5B – No team shall be penalized for missing a meeting for an interscholastic game/meet/match for that team that is scheduled in conflict with a meeting.

Section 6 – Team representatives must be a parent/guardian of a student member of said team. Coaches are responsible for securing a team parent representative for the program.

Article III - Officers

Section 1 - The Executive Officers of this organization shall be: President, Vice President of Finance, Vice President of Committees, Treasurer, and Secretary.

Section 1B - The New Oxford Athletic Director shall be a member of the Executive Officers in an ex-officio (non-voting) capacity.

Section 1C – No member of the CVSD Board of Directors or CVSD Administrators/Faculty/Coaches shall be able to hold an Executive Office position in the Club.

Section 2 – A maximum of 2 representatives from a single sport may be Executive Officers at any given time unless no additional sport parent accepts the nomination for the vacant position(s). This only is regarding to representatives who have a student in one sport program at CVSD. Representing multiple sports or no sport does not count towards the 2 representative maximum.

Section 2B – In the event that an additional representative from the same singular sport is the only nomination for a position, a 2/3 vote must be received from the delegation prior to accepting the nomination.

Section 3 - Each member of the Executive Office shall hold office during all or the balance remaining of the fiscal year beginning June 1 and ending May 31 or until his/her successor has been duly appointed and qualified where such appointment is necessary to have the minimum number of Officers to conduct business.

Section 4 - The Executive Officers shall have the control and management of the affairs and general funds of the Club (as defined in Article IX of these bylaws). It shall be the duty of the Executive Officers to carry out the activities of the Club and to that end it may exercise all the powers of the Club.

Article IV – Duties of Officers

Section 1 - President role: The President shall be the principal executive officer of the Club and shall preside at all meetings of the Club and the membership. He/She may call special meetings where necessary and may appoint committees or delegate such authority and responsibility. In general, he/she shall perform all duties incident to the office of President and such other duties as may be prescribed by the Executive Office from time to time. The President is authorized to spend a maximum of \$200 without the approval of the membership in the event of emergency and whenever he/she deems it necessary and shall report such expenditures to the Vice President and Treasurer before making the purchase and shall report the purchase(s) and described emergency to the Club at the next planned meeting.

Section 2 – Vice President of Finance role: The Vice President of Finance shall assist the President in the operations of the organization as needed. The Vice President of Finance shall be prepared to assume the responsibilities of the office of the Treasurer during his/her term as Vice President. The duties of the Vice President of Finance and the authorities and responsibilities attached thereto will be assigned by the President. The Vice President of Finance shall be empowered to co-sign checks with the Treasurer. In the absence of the Vice President of Finance, or his/her inability to or refusal to act, the succession order shall be the Treasurer then Vice President of Committees. It shall be the Vice President of Finance's duty

and responsibility to compile a forecast of expenditures and budgetary analysis for the fiscal year, June 1 through May 31. He/she shall present this forecast and analysis to the officers and the membership for acceptance. This document shall be known as New Oxford Athletic Booster Club Annual Budget. It must be presented to the membership no later than the May meeting. The majority vote of the voting members present shall constitute acceptance. Should any expenditure in the budget exceed its forecast by more than \$500.00, acceptance by the membership will be necessary. In the event of the Treasurer position being left vacant, the Vice President of Finance shall assume the responsibilities and duties until a new Treasurer is elected.

Section 3 – Vice President of Committees role: The Vice President of Committees shall assist the President in the operations of the organization as needed. The Vice President of Committees shall be prepared to assume the responsibilities of the office of the President during his/her term as Vice President. In the absence of the President and/or in the event of his/her inability or refusal to act, the Vice-President of Committees shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. In the absence of the Vice President of Committees, or his/her inability to or refusal to act, the succession order shall be the Secretary then Vice President of Finance. It shall be the Vice President of Committee's duty and responsibility to obtain and supervise the Concession Manager as well as any other Committee Chair deemed necessary for the success of the Club. In the event of the Secretary position being left vacant, the Vice President of Committees shall assume the responsibilities and duties until a new Secretary is elected.

Section 4 - Secretary role: The Secretary shall keep permanent records of all activities of the organization, including minutes from each of the monthly meetings. These records shall be passed on to his/her successor. The Secretary must also submit a listing of officers and/or contact persons for the Club to the Athletic Director no later than July 1.

Section 5 - Treasurer role: The Treasurer shall receive and hold all contributions, donations, and moneys due to the Club and disburse the same by cash or check. Checks are to be signed by the Treasurer and Vice President of Finance. The Treasurer shall keep the officers and the membership advised at all times as to the Club's fiscal position including moneys outstanding, impossible collections, etc. The Treasurer shall present monthly financial reports to the Club at each scheduled meeting. In the event of the Treasurer's inability or refusal to serve, the Vice President of Finance shall assume the responsibilities and duties of the Treasurer's office until such a time as the Executive Office can elect a new Treasurer. A copy of the Treasurer's report shall be maintained for record. The Treasurer's accounts shall be reviewed and audited by an auditing committee consisting of the newly elected President, Vice President of Finance, and Secretary who shall prepare a report of acceptance to be presented to the Club no later than the September meeting each year. The Treasurer shall be bonded.

Section 6 – Any officer who is not performing his/her duties can be removed from such office by a majority vote of the members in attendance at a regular meeting a minimum of two weeks following the notification of removal request by the Executive Office via certified letter to the officer not performing.

Article V - Elections

Section 1 - The officers shall be elected by the active members of the Club each year in accordance with the annual general membership meeting held in May

Section 2 – Nominations for officers shall be made by a nominating committee of three members appointed by the President and also may be made from the floor at the April meeting prior to the annual membership meeting in May

Section 3 – A simple majority vote of the members present and voting shall be required to elect an officer.

Section 4 – In the event that the office of the President becomes vacant, the Vice President of Committees automatically fills that office for the remainder of the term.

Section 5 – The ballot for the election of officers shall be by closed written ballot.

Section 6 – Any regular member in good standing shall be eligible to vote and to hold office in the Club.

Section 7 – Voting privileges for Executive Officer elections apply when a member attends two meetings in a fiscal year.

Section 8 - Any and all actions taken by a majority of the qualifying voters at the annual membership meeting in May shall be considered binding.

Article VI – Standing Committees

Section 1 – There shall be such committees as the President deems necessary including but not exclusive to:

Concession Manager – Responsible for maintaining outdoor concession stands during fall and spring seasons, including menu and supplies. Must be ServSafe certified and will be a stipend position contractually agreed upon with the Executive Office in accordance with the Club budget.

Volunteer Chair – Responsible for setting up volunteer schedule and roles for concessions during fall and spring and any other NOABC events. Will work with the Athletic Office to coordinate team responsibility dates.

Membership and Publicity Chair – Responsible to raise awareness of NOABC through other school organizations and activities, news services, mailings, and electronic materials and to manage NOABC membership database and update member information

Fundraising Chair – Responsible for determining fundraisers to allow NOABC general fund to reach budgetary goal

Apparel Chair – Responsible for all merchandise sales for NOABC

Scholarship Chair – Responsible for reviewing and determining scholarship recipients based on applications. No senior parents may participate within this committee. The scholarship committee must have representatives from a minimum of four sports.

Article VII – Quorum

Section 1 – A quorum for the purpose of holding any meeting of the members shall be at least 11 regular members.

Article VIII – By-Law Changes

Section 1 – The members of this Club may, by a majority vote, alter, amend, suspend, or annul any Article from these by-laws at any regular meeting or special meeting called for this purpose. Such amendments must have been presented at the regular meeting of this Club immediately preceding the meeting at which said amendments are presented for vote.

Section 2 – Only recognized members of this Association have voting rights on any or all motions that are presented during regular or special meetings regarding by-law changes.

Article IX – Local Rules and Funds and Disbursement Criteria

Section 1 – The following rules shall govern this Association and may be amended in the same manner as prescribed in Article VIII.

Section 2 – The NOABC will have a General Fund and each team will maintain a Team Fund within the Club Treasury.

Section 3 - Requests for funds to be used from the General Fund account typically include, but are not limited to:

- Large equipment items benefitting multiple teams
- Special transportation and meal needs associated to District and/or State tournaments
- Senior Night flowers and banners

- Senior scholarships
- Team awards
- Championship recognition

Section 4A - Team funds may be used for items typically including, but not limited to:

- Team trips
- Banquets
- Coaching clinics
- Regular season away game meals
- Specific team equipment/apparel
- Summer camps/leagues

Section 4B – Any purchases used from team funds must be signed off by parent rep and coach and receipts must be turned in to the Treasurer within a week of purchase. Check requests submitted to the Treasurer will be completed at the next regularly scheduled meeting so purchases must be planned accordingly.

Section 5 – Coaches must request funds in advance of committing to a purchase from the General Fund. The following steps are to be taken:

- Coach investigates purchase options and vendors and creates a preliminary estimate.
- Coach reviews the estimate and vendor selection with the Athletic Director.
- Coach and Parent Rep shall determine the amount of general funds to request from NOABC.
- Coach and Parent Rep shall complete the funds request form and sign it.
- The NOABC funding request form is presented at the next NOABC meeting by the Coach, Athletic Director, or Team Parent Representative.
- NOABC Executive Officers and membership discuss and approve or deny the request.

Section 6 – All money and articles and time spent or donated to and for the furtherance of the Athletic Department will become property of the Athletic Department of the Conewago Valley School District and the NOABC will relinquish all rights in said property to said department

Section 7 – Should it become desirable to transfer money for uniforms, equipment, or activities from the Association, such money may be withdrawn and deposited with the Treasurer of the Conewago Valley School Board, specifically designating its use for athletic purposes, or, checks may be written to the requesting coach(es).

Section 8 – In the event of the dissolution of this Association, all property will automatically become the property of the Conewago Valley School District, to be used in the Athletic program. All individual team funds will be returned to the Conewago Valley School District, to be used for those specific team activity accounts.

Article X – Fundraising Guidelines

Section 1 - The concession stand is the main way the NOABC general fund is funded. All teams are required to participate in concession stand help.

Section 1B – Teams will receive a schedule for assignments and number of volunteers needed.

Section 2 – Teams may run their own fundraisers through the year as long as they follow the proper procedures for pre-approval prior to beginning the fundraiser (Policy Item 915 Parent Booster/Support Organizations). Profits from a team fundraiser will be deposited directly into their team's account.

Article XI – Audit

Section 1 – Annual audit of the books shall be conducted by the President and two members of the Club by June 15th of each year, and a financial report be made available to the Conewago Valley School District

Section 2 – An audit can be conducted at the Officers' discretion.

**Non-Bargaining Unit Personnel
Salary and Wage Statement
Addendum A*
2022-2023**

Support Personnel Wage and Fringe Benefits – Wage Range

- 1. Secretarial Ranges**
 - a. Superintendent's Secretary \$14.00 - \$24.92
 - b. 12 Month Secretary \$12.15 - \$22.21
 - c. 10 Month Secretary \$12.00 - \$19.55
 - d. Student Secretary Minimum Wage

- 2. Maintenance and Custodial Ranges**
 - a. Maintenance Workers \$14.00 - \$28.13
 - Head Building Custodian
 - b. Grounds \$12.00 - \$25.18
 - c. Custodian \$12.00 - \$22.55
 - d. Student Custodian Minimum Wage
 - e. Substitute Custodian \$11.50

- 3. Aide Ranges**
 - a. Employed prior to 08/01/2000 Min. Wage - \$13.50
 - b. Employed on/after 08/01/2000 \$12.00 - \$18.45
 - c. Substitute Aide \$11.50

- 4. Food Service Ranges**
 - a. Head Cook (Secondary) \$13.50 - \$21.67
 - b. Head Cook (Elementary) \$13.00 - \$20.40
 - c. Assistant Head Cook (school term) \$12.50 - \$19.65
 - d. Cashier (school term) \$12.15 - \$16.58
 - e. Cook (school term) \$12.00 - \$16.58
 - f. Substitute Food Service Worker - school term) \$11.50

- 5. Paraprofessional**
 - a. Paraprofessional (12 months) \$12.00 – \$33.65 (\$24,960 - \$70,000)
 - b. Paraprofessional (less than 12 months) \$12.00 – \$26.18

- 6.** Shift differential over day rate \$.25 per hour second shift
\$.50 per hour third shift

- 7.** Bilingual differential: If an employee is deemed by the Superintendent to be engaged in work where a bilingual capacity is valuable and essential to the position, a differential may be authorized by the Superintendent. This differential may not exceed \$2.00 per hour.

8. Part-Time Cafeteria personnel who are asked to work special events shall receive a \$1.00 per hour differential for hours after 5:00 P.M. on normal working days and for all hours on days when personnel are not regularly scheduled to work.

Does not apply to regularly scheduled school functions such as band camp, athletic camps, etc.

**Curriculum Cabinet Compensation
2022-2023**

	\$3,000/Position	
Art K-12 Jeanne Plotica	Guidance K-12 Abby Reichart	FCS 7-12 Kim Johnston-Smith
H&PE K-12 Chris Long	Media K-12 Joanna Knott	Music 1-12 David Bowman
ELA/Social Studies K-3 CTE Amie Meckley	ELA/Social Studies K-3 NOE Jenna Stiner	Math/Science K-3 CTE Melissa Gantz
Math/Science K-3 NOE Jennifer L. Shearer	ELA 4-6 Jessica Rios	Math 4-6 Amanda Myers
Science 4-6 Erinne Lynch	Social Studies 4-6 Tina Wagner	Special Education 4-6 Kristina Peterman
ELA 7-8 Stephanie Myers	Math 7-8 Brad Heird	Science 7-8 Chris Skimski
Social Studies 7-8 Tony Angelini	Special Education 7-8 Derek Starner	ELA 9-12 Amanda Sipe
Math 9-12 Jason Warner	Science 9-12 Kara Olewiler	Social Studies 9-12 Katie Gingerich
World Language 9-12 Katie Siegel	Applied Technologies 7-12 Shawn Myers	Special Education 9-12 Allison Murren
Business Education 9-12 Patty Bealmear		

Learning Coach Compensation 22-23

\$2,750/Position	
NOMS	Eva Karkuff
CVIS	Vacant
NOE	Jennifer L. Shearer
CTE	Melissa Gantz

EXTRA CURRICULAR COACHING ASSIGNMENTS FOR THE 2022-2023 SCHOOL YEAR

SPORT/POSITION	COACH NAME
FOOTBALL (FALL)	
Head Coach	Jason Warner
Asst. Coach	Larry Baumgardner
Asst. Coach	John Slagle, Jr.
Asst. Coach	Derek Starner
Asst. Coach	Jarrod Linn
Asst. Coach	OPEN
Asst. Coach	Ethan Chrismer
Asst. Coach	Eric Warner
CROSS COUNTRY (FALL)	
HEAD COACH	Eva Karkuff
Asst. Coach	Sarah Wiles
Asst. Coach	Jennifer Carbaugh
FIELD HOCKEY (FALL)	
HEAD COACH	Tonya Lardarello
Asst. Coach	Tianna Weaver
Asst. Coach	Kristin Groft
Asst. Coach	Elizabeth Kreider
SOCCER - BOYS (FALL)	
HEAD COACH	Eric Reeb - (5/9/22)
Asst. Coach	Brandon Mejia
SOCCER - GIRLS (FALL)	
HEAD COACH	David Shaffer
Asst. Coach	Taylor Wildasin
VOLLEYBALL - GIRLS (FALL)	
HEAD COACH	Brandon Dinges - (6/13/22)
Asst. Coach	OPEN
TENNIS - GIRLS (FALL)	
HEAD COACH	Travis Martin
Asst. Coach	Joseph Stiles

GOLF (FALL)	
HEAD COACH	Josh O'Brien
Asst. Coach	OPEN
SPORT/POSITION	COACH NAME
CHEERLEADING	
HEAD COACH	Caitlynne Edwards
Asst. Coach	Rachel Ream
Asst. Coach	Amber Wagaman
Asst. Coach	Erika Gonzalez

2022-2023 Substitute Listing

Substitute Teachers

Joan Adams
Ian Bosserman
Delany Colgan
John Crackett
Nathan Edwards
Debra Griffis
Alicia Jacoby
Sean Kennedy
Lucinda Layendecker
Ashlyn Miller
Peyton Motter
Nicole Negley
Carson Pennings
Shelley Rex
Thomas Ryan, III
Lacey Shearer
Nicole Speelman
Julie Steckbeck
Cheryl Swope
Grant Vassallo
Tracy Warner

Gail Anderson
Jennifer Brinkley
Elizabeth Coover
Parker Dienes
Gabrielle Eglinton
Camille Horton
Holly Jones
David Krebs
Justin Lessel
Samuel Miller
Shanon Mummert
Lureen Nelson
Patti Powell
Kristin Rickrode
Rebecca Schwartz
LisaJo Smith
Bryan Sponseller
Zechariah Stephens
Karra Thomason
Ryan Wallen
Kelly Wetherington

Barbara Biles
Patricia Cicala
Rachel Costello
Dawn Donnelly
Lindsay Fadenrecht
Michael Ingalsbe
Hunter Jones
Richard Kuhns
Sharon Mack
Joseph Moore
Richard Myer
MyDung Nguyen
Lurene Reier
Deborah Ruiz-Jemison
Angela Sharrer
Ashley Small
Rachel Staub
Haley Still
Madison Tyson
Megan Waltersdorff

Substitute Nurses

Kimberly Aiello
Lisa Dubs

Laurel Brown
Melissa Klunk

Laura Bunty
Jami Skinner

Substitute Cafeteria Workers

Jennifer Baltzley
Scott Bolden

Nancy Kraber
Rosalind Reese

Policy #707 Facility Usage Charge Chart

Conewago Valley School District				
	Class I	Class II	Class III	Class IV
	School Sponsored Student Activities	School Related Groups	Local Service, Government, Scouts, Resident, Non-Profit Groups	Non-Local, Non-resident, For-Profit Groups
	Does not require Lease Agreement or Admin Approval/Rental and Associated Fees waived	Requires Lease Agreement but not Admin Approval/Rental Fee Waived but Associated Fees charged	Requires Lease Agreement and Admin Approval/Rental Fee and Associated Fees charged	Requires Lease Agreement and Admin approval/Rental Fee and Associated Fees charged
Elementary and Intermediate Schools				
Cafeteria	NC	NC	\$30/day or \$50 for multiple uses	\$100 / day
Cafeteria w/ Kitchen	NC	NC	\$105 / hour	\$105 / hour
Classroom	NC	NC	\$30/day or \$50 for multiple uses	\$50 / day
Gym	NC	NC	\$40/day or \$80 for multiple uses	\$100 / day
Middle School				
All Purpose Room	NC	NC	\$40/day or \$80 for multiple uses	\$100 / day
Cafeteria	NC	NC	\$30/day or \$50 for multiple uses	\$100 / day
Cafeteria w/ Kitchen	NC	NC	\$105 / hour	\$105 / hour
Classroom	NC	NC	\$30/day or \$50 for multiple uses	\$50 / day
Gym - Aux	NC	NC	\$40/day or \$80 for multiple uses	\$100 / day
Gym - Main	NC	NC	\$75/day or \$125 for multiple uses	\$200 / day
High School				
Cafeteria	NC	NC	\$30/day or \$50 for multiple uses	\$100 / day
Cafeteria w/ Kitchen	NC	NC	\$105 / hour	\$105 / hour
Classroom	NC	NC	\$30/day or \$50 for multiple uses	\$50 / day
Colonial CTC	NC	NC	\$50/day or \$100 for multiple uses	\$150 / day
District Auditorium	NC	NC	\$105 / hour	\$105 / hour
Gym - Aux	NC	NC	\$40/day or \$80 for multiple uses	\$100 / day

Gym - Main	NC	NC	\$100/day or \$150 for multiple uses	\$300 / day
Gym - Wrestling Room	NC	NC	\$40/day or \$80 for multiple uses	\$100 / day
Outdoor Facilities				
Ball Fields - A, B, C, E, or F	NC	NC	\$10 / day or \$20 for multiple uses	\$20 / day
Baseball Field - HS	NC	NC	\$50 / day or \$100 for multiple uses	\$100 / day
CVIS Grass Field	NC	NC**	\$10 / day or \$20 for multiple uses**	\$20 / day
Multipurpose Game Field	NC	NC**	\$25 / day or \$50 for multiple uses**	\$50 / day
NOE Grass Field	NC	NC**	\$10 / day or \$20 for multiple uses**	\$20 / day
Softball Field - HS	NC	NC	\$50 / day or \$100 for multiple uses	\$100 / day
Stadium	NC	NC *	\$200 / day *	\$400 / day *
Associated Facilities Fees				
Custodian	NC	\$35 / hr	\$35 / hr	\$35 / hr
Event Manager / Security	NC	\$40 / hr	\$40 / hr	\$40 / hr
Kitchen Helper	NC	\$30 / hr	\$30 / hr	\$30 / hr
Light & Sound Tech	NC	\$35 / hr	\$35 / hr	\$35 / hr
Utility Fee (Outdoor)	NC	\$25	\$50	\$100
Utility Fee (Indoor)	NC	See Schedule Below	See Schedule Below	See Schedule Below

* If lights needed (additional \$15 /hr)

**Cost of paint to line fields (10 gallon needed for football, 7 gallon needed for lacrosse, 5 gallon needed for soccer) based on current cost of 5 gallon bucket (\$65) and fields lined weekly.

Yearly Utility fee for indoor facility rental for Class II, III, and IV organizations:

up to 20 hours	\$25
21 - 75 hours	\$50
76 - 125 hours	\$100
126 - 200 hours	\$200

201 - 275 hours	\$300
276 - 350 hours	\$400
351 - 500 hours	\$500
more than 500 hours	\$750

Effective: 7/1/2022