

February 13, 2023
Conewago Valley Board Meeting

The regular scheduled meeting of the Board of Directors of the Conewago Valley School District was called to order at 7:30 p.m. Mr. Edward Groft called the meeting to order. The following members were present: Mrs. Melanie Sauter, Mr. Jeff Kindschuh, Mr. Luke Crabill, Ms. Patricia Gouker, Mr. Michael Buckley and Mr. Eric Flickinger. Absent was Mr. William Huffman. Also present were Superintendent Dr. Sharon Perry, Assistant Superintendent Dr. Brad Sterner, Principals Mr. Christopher Cobb, Dr. Larry Sanders, Mr. Joshua Schaffer and Mr. Drew Little. Also present were Dr. Stephanie Corbin, Mr. Matt Muller and solicitor Ms. Brooke Say.

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 approve the minutes of the January 9, 2023 Committee of the whole meeting and the January 16, 2023 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	\$4,657,678.74	
Deposits	6,206,238.23	
Withdrawals	<u>8,730,347.00</u>	
Balance 2/1/23		\$2,133,569.97

PSDLAF Flex CD

Previous Balance	\$22,914,989.83	
Deposits	64,864.54	
Withdrawals	<u>4,500,000.00</u>	
Balance 2/1/23		\$18,479,854.37

PSDLAF Bond 2019

Previous Balance	\$ 1,555,348.48	
Deposit	5,497.10	
Withdrawals	<u>0.00</u>	
Balance 2/1/23		\$1,560,845.58

PSDLAF Capital Reserves

Previous Balance	\$ 970,715.09	
Deposits	3,472.59	
Withdrawals	<u>0.00</u>	
Balance 2/1/23		\$974,187.68

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

Mr. Crabill made a motion, seconded by Mr. Kindschuh 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 #10008142 to #10008243. Pay Wires #8000000340 to #8000000354. ACH debits #9000026750 to #9000027751. The total amount of General Fund items paid is \$7,633,994.25. No Capital Reserve invoices were paid in January. Food Services invoices to include Checks #50001087 to #50001109. Total Food Service fund payments in the amount of \$57,370.83 were paid. No Construction Bond invoices were paid in January.

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 of the General Operating Budget for the Lincoln Intermediate Unit #12 for the 2023-2024 school year.

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

Mr. Buckley made a motion, seconded by Ms. Gouker to:

1. **(Ways & Means/Curriculum)** Recommend approval of the Proposed Conewago Valley School District Updated Health and Safety Plan for 2022-2023 school year. Available at the meeting and on the website.

[Link to CVSD Health and Safety Plan Update for 2022-2023](#)

2. **(Ways & Means/Curriculum)** Recommend approval of the additional professional development/conferences below for the 2022-2023 school year.

Professional Development Requests 2022-2023					
NAME		BUILDING	EVENT	DATE(S)	COST TO DISTRICT
Drew	Little	NOHS	Pathways to Career Readiness: An Education and Workforce Development Symposium	2/9/2023	\$144.00
Jaime	McMaster	CVIS	Science of Math Training - Days 2	2/16/2023	\$140.00
Amanda	Myers	CVIS	Concrete-Representational-Abstract (CRA) Instructional Sequence for Mathematics: Integers and Equations	4/4/2023	\$140.00
Jessica	Warner		Concrete-Representational-Abstract (CRA) Instructional Sequence for Mathematics: Integers and Equations	4/4/2023	\$140.00
Carol	Tucker	District Office	PAEOP SPRING CONFERENCE	4/19/2023 - 4/21/2023	\$268.00

3. *(Ways & Means/Curriculum)* Recommend approval of the additional field trips below for the 2022-2023 school year.

FEBRUARY FIELD TRIP REQUESTS 2022-2023

NAME	GRADE	DATE	TITLE/PLACE	COST TO DISTRICT
Minerva Medina	NOMS & NOHS	2/15/23, 2/22/23, 3/1/23, 3/15/23, 3/22/23, 3/29/23, 4/12/23, 4/19/23, 4/26/23	College Prep Program at Biglerville High School	\$0.00
Kara Olewiler, Belinda Walde, Bryan Rehm, Rick Myer	NOHS	3/25/2023	Science Olympiad at Millersville University	\$0.00
Patricia Bealmear	NOHS	May 2023	Business of Baseball - Harrisburg Senators	\$140.00

4. **(Ways & Means/Curriculum)** Recommend approval of the Letter of Agreement between The Meadows Psychiatric Center and Conewago Valley School District for the 2023-2024 and 2024-2025 school years.
5. **(Ways & Means/Curriculum)** Recommend approval of the additional field trips below for the 2022-2023 school year.

FEBRUARY FIELD TRIP REQUESTS 2022-2023

NAME	GRADE	DATE	TITLE/PLACE	COST TO DISTRICT
Fran Gallagher	Grade 3 / CTE	3/14/2023	Clark's Shoes at 355 Kindig Ln, Hanover, PA 17331	\$0.00
Tina Wagner, Matt Osmun	Grade 5 / CVIS	3/3/2023	Read Across America Read Alouds - CTE	\$0.00

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

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

1. **(Personnel)** Recommend amending the resignation of Dr. Robert Walker - Assistant Superintendent, effective at the end of the day on January 20, 2023.
2. **(Personnel)** Recommend acceptance for the resignation for the purpose of retirement of Rebecca Sine, band and music teacher at Conewago Valley Intermediate School, effective the last teacher day of the 2022-2023 school year.
3. **(Personnel)** Recommend acceptance for the resignation for the purpose of retirement of Wendy Stoner, 1st grade teacher at Conewago Township Elementary School, effective the last teacher day of the 2022-2023 school year.
4. **(Personnel)** Recommend acceptance for the resignation for the purpose of retirement of Kathy Long, 4th teacher at Conewago Valley Intermediate School, effective the last teacher day of the 2022-2023 school year.
5. **(Personnel)** Recommend acceptance for the resignation of Chloe Wise, 10-month secretary at New Oxford Middle School, effective January 31, 2023.
6. **(Personnel)** Recommend acceptance for the resignation of Yajaira Rodriguez, ESL instructional aide at New Oxford Elementary School, effective February 1, 2023.
7. **(Personnel)** Recommend acceptance for the resignation of Taylor Wildasin, girls soccer assistant coach at New Oxford High School for the 2023-2024 school year, effective January 25, 2023.
8. **(Personnel)** Recommend approval of the following current instructional aides to also be approved as classroom monitors for the remainder of the 2022-2023 school term, pending having completed all training and received certifications.

Cathleen Bauerline

Jessica Peres (retro 1/31/ 23)

9. **(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 subject to contractual terms relative to school or activity closures due to the Pandemic.

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Marcia Knorr	22-23 HS Musical/Play Director - Music	\$2,324.05
Lauren Siegman	22-23 HS Musical/Play Choreographer	\$1,161.70
Sarah Lewis	22-23 HS Musical/Play Costumer	\$ 802.67
Kelly Kuhn	22-23 HS Musical/Play Ticket Coordinator	\$ 789.00
Jamie Weaver	22-23 HS Musical/Play Stage Manager	\$ 500.00
AJ Warner	22-23 HS Musical/Play Technical Director	\$1,200.00
AJ Warner	22-23 HS Musical/Play Set Construction Coordinator	\$1,000.00

Brandon Campbell 22-23 HS Musical/Play Stage Crew Chief \$ 300.00

10. **(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 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>
Haley Still	Track Assistant Coach (JH)	\$2,630.00
Yaritxza Figueroa	Girls Soccer Assistant Coach (JH)	\$1,000.00

11. **(Personnel)** Recommend employment of Elaine Aguilera as a personal care aide at New Oxford Elementary School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3a), retroactive to January 30, 2023, pending having met all required Federal, State, and local hiring regulations.

12. **(Personnel)** Recommend employment of Alexis Smith as a personal care aide at New Oxford Elementary School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3a), retroactive to January 30, 2023, pending having met all required Federal, State, and local hiring regulations.

13. **(Personnel)** Recommend employment of Abigail Wynne as a personal care aide at New Oxford Elementary School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3a), retroactive to January 30, 2023, pending having met all required Federal, State, and local hiring regulations.

14. **(Personnel)** Recommend approval of the attached list of day-to-day substitute teachers 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.

Grace Long (retro 1/30/23) Zachary Kenworthy (retro 2/6/23) John Conrad (retro 2/6/23)

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

Bolton, Tara R.	Brea, Joseph M.	Gladfelter, Samantha S.
Groft, Donna J.	Miller, Jane M.	Mohamed, Lacy M.
Wolf, Susan A.		

16. **(Personnel)** Recommend accepting the resignation of Mrs. Tara Bolton from the Conewago Valley School District Board of Directors, effective February 13, 2023.

17. **(Personnel)** Recommend accepting the resignation of Beverly Smith - food service worker at New Oxford Middle School, effective February 10, 2023.

18. **(Personnel)** Recommend approval of the following current instructional aides to also be approved as classroom monitors for the remainder of the 2022-2023 school term, pending having completed all training and received certifications.

Damiana Melendez (retro 2/13/23)

19. **(Personnel)** Recommend approval of the transfer of Mr. Charles Brillhart from substitute food service worker to food service worker at New Oxford Middle School, retroactive to February 13, 2023.
20. **(Personnel)** Recommend approval of the attached list of day-to-day substitute teachers 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.

Joseph Staub (retro 2/6/23)

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

Stanley H. Jones, III

Shawn L. Myers

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

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

1. **(Property & Supplies/ Use of Facilities)** Recommend approval for New Oxford Junior Baseball with Kevin Strawsburg as representative, to use the New Oxford Middle and Elementary School little league fields A, B, C, F, and G from March 6, 2023 through July 1, 2023 on Mondays thru Fridays from 4:30pm to 8:00pm, Saturdays from 8:00am to 8:00pm, and on Sundays from 12:30pm to 8:00pm for their NOJB spring season, 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 New Oxford Twins Baseball with Jordan Arnold as representative, to use the New Oxford High School baseball field from April 30, 2023 through August 20, 2023 on specific dates and times starting at 1:00 pm approved by the athletic director for their New Oxford Twins Baseball, 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 Flames Softball with Brett Wineke as representative, to use the New Oxford High and Middle and School softball fields from March 13, 2023 through July 1, 2023 on Mondays thru Fridays

from 5:00pm to 8:30pm, Saturdays from 8:00am to 6:00pm, and on Sundays from 12:00pm to 8:00pm for their spring practice/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.

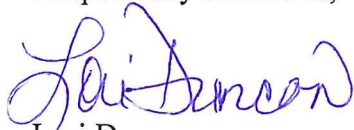
4. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for New Oxford Flames Softball with Brett Wineke as representative, to use the New Oxford High and Middle and School softball fields from July 1, 2023 through October 30, 2023 on Mondays thru Fridays from 5:00pm to 8:30pm, Saturdays from 8:00am to 6:00pm, and on Sundays from 12:00pm to 8:00pm for their fall practice/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.
5. ***(Property & Supplies/Use of Facilities)*** Recommend approval of the contract between Michael J. Smith and the Conewago Valley School District for lease of property known as the “Garber Tract” for the period from March 1, 2023 through March 1, 2024.
6. ***(Property & Supplies/Use of Facilities)*** Recommend authorizing the District to serve as a mass care center site in the event of an emergency or disaster for the American Red Cross of Central PA - South.
7. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Little Life Enrichment Center with Clark Agapakis as representative, to use the Conewago Valley Intermediate School cafeteria, classroom, and parking lots on May 24, 2023 from 6:30 pm to 8:00 pm for their Preschool Graduation, 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.
8. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for New Oxford Chamber of Commerce with Jennifer Smith as representative, to use the New Oxford High School front parking lots and New Oxford Elementary parking lot on June 17, 2023 from 7:00 am to 3:00 pm for their Market on the Square, at no charge, with the provision of proof of insurance as per Board Policy and for the services of custodians, security, cooks, and/or technical personnel as needed.

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

Resident, Heidi Hartlaub, provided comments regarding a student matter. Resident, April Swope, provided comments regarding school/youth stats. Resident, Beth Farnham, provided comments regarding school wellness.

By common consent and action, Mr. Groft adjourned the meeting at 8:22 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lori Duncan", is written over the typed name.

Lori Duncan
Secretary