

November 14, 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 7:31 p.m. Mr. Edward Groft called the meeting to order. The following members were present: Mr. William Huffman, Mrs. Melanie Sauter, Mr. Jeff Kindschuh, Mr. Luke Crabill, Ms. Patricia Gouker, Mrs. Tara Bolton and Mr. Eric Flickinger. Absent was Mr. Michael Buckley. Also present were Superintendent Dr. Sharon Perry, Assistant Superintendent Dr. Robert Walker, Principals Mr. Matthew Muller, Mr. Christopher Cobb, Dr. Christopher Bowman, Dr. Garry Himes and Dr. Larry Sanders. Also present were Dr. Stephanie Corbin, Mr. Doug Wherley 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 Mr. Kindschuh to approve the minutes of the October 3, 2022 Committee of the whole meeting and the October 10, 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. Bolton to file the Treasurer's report for audit.

The Treasurer's report showed:

PA School District Liquid Asset Fund

Previous Balance	\$13,251,136.62	
Deposits	5,145,571.71	
Withdrawals	<u>14,171,947.80</u>	
Balance 11/1/22		\$4,224,760.53

PSDLAF Flex CD

Previous Balance	\$18,254,373.89	
Deposits	6,544,997.76	
Withdrawals	<u>0.00</u>	
Balance 11/1/22		\$24,799,371.65

PSDLAF Bond 2019

Previous Balance	\$ 1,206,037.10	
Deposit	2,849.15	
Withdrawals	<u>515.00</u>	
Balance 11/1/22		\$1,208,371.25

PSDLAF Capital Reserves

Previous Balance	\$ 840,549.25	
Deposits	1,901.35	
Withdrawals	<u>57,590.47</u>	
Balance 11/1/22		\$784,860.13

Roll call vote: Mr. Huffman-aye; Mrs. Bolton-aye; Mrs. Sauter-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 Mrs. Sauter 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 included Checks #10007782 to #10007903. Pay Wires #8000000301 to #8000000314. ACH Debits #9000023236 to #9000024235. The total amount of General Funds items paid is \$7,075,488.23. Capital Reserve invoices to include Checks #30000154 to #30000155 in the amount of \$57,590.47 were paid. Food Service invoices to include Checks #50001021 to #50001037 and ACH #9000000002. Total Food Services Fund payments in the amount of \$93,766.30 and Construction Bond invoices to include Check #45000506 in the amount of \$515 were paid.

2. **(Finance)** Recommend that PDE-2087 Monthly Reimbursement Voucher, School Lunch and Milk Program be accepted as a financial report on the operation and filed for audit.

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

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

1. **(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)
Crabbs	Darrell	Conewago Township Elementary	2022 PAPBS Implementers' Forum	11/30/2022
Lambert	Erin	New Oxford Elementary	2022 PAPBS Implementers' Forum	11/30/2022
Stiner	Jenna	New Oxford Elementary	2022 PAPBS Implementers' Forum	11/30/2022

Beans	Lauri	District Office	Admins to the Superintendent Workshop	12/16/2022
Rios	Jessica	Conewago Valley Intermediate School	TDA Breakfast Bites Series	11/17/2022

2. **(Ways & Means/Curriculum)** The Administration recommends approval of the Agreement, Waiver, and Stipulation for Expulsion with a student, dated October 14, 2022.
3. **(Ways & Means/Curriculum)** Recommend approval of the Agreement between Lifetouch Studios and Conewago Valley School District for the period of the 3 following school years, 2023-2024, 2024-2025, 2025-2026.
4. **(Ways & Means/Curriculum)** Recommend acceptance with appreciation of the donation of \$26,000 worth of materials from Gene Latta Ford, Inc. to the New Oxford High School Career and Technology Center Small Engines Class.
5. **(Ways & Means/Curriculum)** Recommend authorizing the following courses for 2023-2024 school year:
 - Agribusiness
 - CVOA English 11-1
 - Educator Apprenticeship (L3)
 - Greenhouse Management
 - Landscape Architecture
6. **(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)
Miller	Lynne	New Oxford Elementary	PDE Data Summit	3/27/2023 - 3/29/2023

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

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

1. **(Personnel)** Recommend acceptance for the resignation for the purpose of retirement of Joseph Connolly, Counselor at New Oxford High School, effective June 30, 2023.

2. **(Personnel)** Recommend acceptance for the resignation of Jamie Weaver, CVOA English Teacher at New Oxford High School, effective October 9, 2022.
3. **(Personnel)** Recommend acceptance for the resignation of Christopher Powers, 12-month, 2nd shift custodian at New Oxford High School and the District Office, effective at the end of the day October 19, 2022.
4. **(Personnel)** Recommend acceptance for the resignation of Kerri Ann Gibson, food services worker at New Oxford Elementary School, effective at the end of the day on November 4, 2022.
5. **(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.

Shawn Campopiano
Elizabeth Kreider
Carlee Moyer
Jennifer Spickler

Sally Doron
Melissa Maneval
Andrew T. Phillips
Jessica Vassallo

Ashley Holler
Karen Matthews
Crystal Shaffer-Tomecek
Teanna Webb

6. **(Personnel)** Recommend approval for the following transfers for the 2022-2023 school year:
 - Kenneth Bollinger from substitute food services worker to food services worker at New Oxford High School, retroactive to October 24, 2022.
7. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Todd Hirneisen, math teacher at New Oxford High School, such leave to begin January 3, 2023 and extend through June 30, 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.
8. **(Personnel)** Recommend approval of Jonathan Makowski as the CVOA English Teacher at New Oxford High School, retroactive to October 27, 2022.
9. **(Personnel)** Recommend acceptance of the Business Manager Employment Agreement between the Board of School Directors of the Conewago Valley School District and Lori Duncan for a term of 5 years commencing retroactively from November 1, 2022, and ending October 31, 2027.
10. **(Personnel)** Recommend acceptance of the Director of Human Resources Employment Agreement between the Board of School Directors of the Conewago Valley School District

and Joshua Lovejoy for a term of 3 years and 8 months commencing retroactively from November 1, 2022, and ending June 30, 2026.

11. **(Personnel)** Recommend employment of Chloe Wise as a 10-month secretary at New Oxford Middle School, (Category - Full-time 10 months) at the wage established in Addendum A*(Range 1c), retroactive to October 31, 2022, pending having met all required Federal, State, and local hiring regulations.
12. **(Personnel)** Recommend employment of Joshua Schaffer as Principal of New Oxford Middle School, effective upon release from the previous district or by January 16, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
13. **(Personnel)** Recommend employment of Larry Baumgardner as a Professional Employee - English (ELA) Teacher at New Oxford Middle School, at a salary equal to Masters +36, Step 10 of the applicable negotiated agreement, effective January 16, 2023 or upon release from previous District, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
14. **(Personnel)** Recommend employment of Seth Bullock as a 12-month 2nd shift custodian at New Oxford High School and the District Office, (Category - Full-time 12 months) at the wage established in Addendum A*(Range 2c), retroactive to November 7, 2022, pending having met all required Federal, State, and local hiring regulations.
15. **(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.

Tamela Hall (retro 10/31/22)

Jena Sanford (retro 10/17/22)

Nicole Weaver (retro 11/10/22)

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

Adams, Aaron K.
Cook, Brian E.
Foley, Jonathan R.
Harlacher, Beth N.
Leese, Katelyn R.
Pate, Brianne M.
Senft, Jenna R.
Triola, Melissa L.
Wilke, Andrea L.

Bull, Brent M.
Cross, Rachel R.
Foley, Taitum M.
Kress-Greenlee, Heather C.
O'Brien, Tanya R.
Pennings, Carson M.
Shull, Samantha M.
Warner, Lindsay B.
Winner, Tara L.

Carey, Jamie A.
Dawes, Trista M.
Groft, Alyson M.
Lacey, Beth A.
Pannell, Richard R.
Sasser, Elizabeth J.
Smith, LisaJo
Warner, Samantha R.
Zambito, Megan K.

17. **(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.

Madison Meeks

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

Harrell, Cristal E. Morales, Candy A. Snyder, Sandra M.

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

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

1. **(Property & Supplies/ Use of Facilities)** Recommend approval for New Oxford Girls Youth Lacrosse with Erica Winpigler as representative, to use the New Oxford Elementary School practice field from 5:45 pm to 7:45 pm on Mondays, Wednesdays, and Thursdays and possibly on Sundays from 1:00-2:00 when hosting games, from March 6, 2023 through May 26, 2023 for their 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 Peniel Church in Hanover, PA with Pastor Jose Quinteros as representative, to use the District Auditorium, New Oxford High School cafeteria and front parking lots on Saturday, May 27, 2023 from 2:00 pm to 10:00 pm and on Sunday, May 28, 2023 from 12:00 pm to 6:00 pm, for their regional church convention, 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. ***Pending being able to secure workers due to it being on Memorial Day Weekend.

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

By common consent and action, Mr. Groft adjourned the meeting at 8:13 p.m.

Respectfully submitted,



Lori Duncan
Secretary

New Course Proposal

Department	English
Course Title/Credit	CVOA English 11-1
Target Audience	Level 1 students in online courses
School Year of Implementation	2023-2024

Provide a brief explanation as to why the department is proposing to add this course and a topical outline of the course (credit value if applicable):

Rationale	Currently, only level 2 English is offered for CVOA 11th grade English. In the CVOA English 11 courses running during the 2022-2023 year, there are numerous students who should be enrolled in a level 1 course, which is not currently offered. The pacing, resources, and assignments of level 1 are differentiated based on the needs of level 1 students. Offering both level 1 and level 2 English 11 through CVOA could better help students to achieve success within the online self-paced course, allowing them to earn the required English credit and continue within the CVOA program if they desire.
Course Meeting Schedule <i>(yearly, semester, 6x/cycle, 3x/cycle, etc)</i>	Online: Student paced/directed with checkpoint goals set by the CVOA administrator
Course Prerequisites	This course is not available for Advanced or Proficient students on the Keystone Literature Exam.
Course Textbook/ Resource	<p>Memoirs include but not limited to:</p> <ul style="list-style-type: none"> • Mitch Albom's <i>Tuesdays with Morrie</i> <p>Various short stories (fiction and nonfiction) and poems including but not limited to:</p> <ul style="list-style-type: none"> • "Mirror" by Sylvia Plath, "Self in 1958" by Anne Sexton • "The Raven" and "Masque of the Red Death" by Edgar Allan Poe • "The Devil and Tom Walker" by Washington Irving
Course Description	The eleventh grade level one course is designed for students who plan to enter the workforce or a technical school upon graduation. Through this course students will focus on writing, reading, speaking, and listening. Students will be taught how to produce well-written, clear, and concise essays and a carefully conducted research project. In the area of reading, students will learn and apply reading strategies to

	comprehend and analyze short stories, novels, nonfiction articles, poems, and plays. Course readings could include Albom's <i>Tuesdays with Morrie</i> .
Financial Implications	Equipment Needs: none
	Technology Needs: Schoology access
	Staffing Needs: one teacher to build and facilitate the CVOA English 11-1 course

New Course Proposal

Department	Family & Consumer Science
Course Title/Credit	Educator Apprenticeship (Level 3, 1 credit)
Target Audience	Students who are focusing on a future career in education
School Year of Implementation	2022-2023

Provide a brief explanation as to why the department is proposing to add this course and a topical outline of the course (credit value if applicable):

Rationale	Our current student teacher aide course focuses on helping our district teachers with daily routines, reading groups, interventions, centers, writing and various other activities. This course would expand the responsibilities and experiences of the students with their cooperating mentor. As districts struggle to recruit faculty and staff, strengthening the entire pipeline for preparation in the field of education is needed.
Course Meeting Schedule (yearly, semester, 6x/cycle, 3x/cycle, etc)	Semester or whole year
Course Prerequisites	Child Development and Preschool
Course Textbook/ Resource	None
Course Description	<p>Educator Apprenticeship would allow students to experience the world of education through mentorship from a CVSD employee. This class would be rigorous as the student would be actively engaged in activities each day relevant to the responsibilities of their mentor, including, but not limited to completing at least one of the activities listed below on a bi-weekly basis. All students will learn about leadership, the science of learning, educational psychology, and relevant pedagogy.</p> <p>Students will be able to select activities based on what best meets their grade, subject, and interests. In pursuit of their passions, students will be able to develop knowledge and skills in written and verbal communication, digital media production, educational law and policy, and event planning.</p> <p>Possible Assignments:</p> <ul style="list-style-type: none"> ● Lesson planning and differentiation

	<ul style="list-style-type: none"> ● PBIS/CHARGE activities ● PDE/SAS courses ● School safety ● Social media exploration ● Research/article reviews of educational topics ● Assessments, analysis, and impact on instruction ● Google Suite/Technology ● Interview an educational leader ● Observe and/or shadow other teachers ● Communication/letter to target audience ● Calendar prep and planning ● Classroom management ● Plan a field trip
Financial Implications	Equipment Needs: n/a
	Technology Needs: district-issued device
	Staffing Needs: 1 teacher per course

New Course Proposal

Department	Applied Technology
Course Title/Credit	Greenhouse Management / 1 credit
Target Audience	12th Grade students interested in the Horticulture Program.
School Year of Implementation	2023-2024

Provide a brief explanation as to why the department is proposing to add this course and a topical outline of the course (credit value if applicable):

Rationale	Greenhouse Management is a course that has been built into the 6-course Horticulture program. It is a course that students would complete during Senior year. This course will cover 21 of the required content standards in the Horticulture Task Grid. Our horticulture program can lead students to careers in plant breeding, genetic engineering, turfgrass management, forestry, soil science, farming, floral design, research, nursery production, education, food science, landscape architecture, pest management, marketing, and many others. This program supports both post-secondary focused students and workforce/technical school students.
Course Meeting Schedule <i>(yearly, semester, 6x/cycle, 3x/cycle, etc)</i>	This course will be offered every Spring.
Course Prerequisites	Introduction to Agriculture, Horticulture 1, and Horticulture 2.
Course Textbook/ Resource	This course will utilize the "Biology of Horticulture" textbook that we currently have.
Course Description	Greenhouse Management is an applied-knowledge course designed to prepare students to manage greenhouse operations. This course covers principles of greenhouse structures, plant health and growth, growing media, greenhouse crop selection and propagation, and management techniques. Students will operate the school greenhouse as a simulated workplace environment.
Financial Implications	Equipment Needs: This course cannot run without a Greenhouse. The greenhouse should be stocked with a watering system, head house with storage, tables, lines, etc.

	Technology Needs: Students 1-1 with devices.
	Staffing Needs: 1 teacher

New Course Proposal

Department	Applied Technology
Course Title/Credit	Landscape Architecture/ 1 credit
Target Audience	12th Grade students interested in the Horticulture Program.
School Year of Implementation	2023-2024

Provide a brief explanation as to why the department is proposing to add this course and a topical outline of the course (credit value if applicable):

Rationale	Landscape Architecture is a course that has been built into the 6-course Horticulture program. It is a course that students would complete during their Senior year. This course will cover 13 of the required content standards in the Horticulture Task Grid. Our horticulture program can lead students to careers in plant breeding, genetic engineering, turfgrass management, forestry, soil science, farming, floral design, research, nursery production, education, food science, landscape architecture, pest management, marketing, and many others. This program supports both post-secondary focused students and workforce/technical school students.
Course Meeting Schedule (yearly, semester, 6x/cycle, 3x/cycle, etc)	This course will be offered every Spring.
Course Prerequisites	Introduction to Agriculture, Horticulture 1, and Horticulture 2.
Course Textbook/ Resource	This course will utilize the "Biology of Horticulture" textbook that we currently have.
Course Description	This course is designed to provide students with instruction in many aspects of the landscape industry, including safety, plant identification, analyzing the landscape site, designing the landscape, selecting plants for the design, hardscaping, pruning, and integrated pest management. Students will help to design and maintain different areas on campus.
Financial Implications	Equipment Needs: This course will need landscaping/management tools and equipment.
	Technology Needs: Students 1:1 with devices.

	Staffing Needs: 1 teacher
--	---------------------------