

September 19, 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 7:30 p.m. Mr. Edward Groft called the meeting to order. The following members were present: Mr. William Huffman, Mrs. Melanie Sauter, Mr. Eric Flickinger and Mr. Michael Buckley. Absent were Mrs. Tara Bolton, Mr. Luke Crabill, Mr. Jeff Kindschuh and Ms. Patricia Gouker. Also present were Superintendent Dr. Sharon Perry, Assistant Superintendent Dr. Robert Walker, Principals Mr. Matthew Muller, Mrs. Autumn Zaminski and Dr. Garry Himes. 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.

Mrs. Sauter made a motion, seconded by Mr. Huffman to approve the minutes of the August 1, 2022 Committee of the whole meeting and the August 8, 2022 Regular meeting of the Board of Directors. By voice vote, the motion was carried.

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

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

The Treasurer's report showed:

PA School District Liquid Asset Fund

Previous Balance	\$ 4,585,736.37	
Deposits	10,247,240.07	
Withdrawals	<u>10,483,945.52</u>	
Balance 9/1/22		\$4,349,030.92

PSDLAF Flex CD

Previous Balance	\$ 4,975,662.84	
Deposits	3,010,370.39	
Withdrawals	<u>0.00</u>	
Balance 9/1/22		\$7,986,033.23

PSDLAF Bond 2019

Previous Balance	\$ 1,607,133.02	
Deposit	754.53	
Withdrawals	<u>167,507.00</u>	
Balance 9/1/22		\$1,440,380.55

PSDLAF Capital Reserves

Previous Balance	\$ 857,527.64	
Deposits	1,417.98	
Withdrawals	<u>19,970.00</u>	
Balance 9/1/22		\$838,975.62

Roll call vote: Mr. Huffman-aye; Mr. Buckley-aye; Mrs. Sauter-aye; Mr. Flickinger-aye; and Mr. Groft-aye. Motion was carried.

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

Recommend paying the General Fund invoices as listed to include Checks #10007533 to #10007643. Pay Wire #8000000279 to #8000000289. ACH debits #9000021487 to #9000022257. Total amount of General Fund items paid is \$3,876,837.23. Capital Reserve invoices to include Checks #30000152 to #30000153 was paid in the amount of \$19,970. Food Service invoices to include Checks #50000982 to #50000996. Total Food Service fund payments in the amount of \$30,857.49. Construction Bond invoices to include Checks #45000500 to #45000502 in the amount of \$167,507 were paid.

Roll call vote: Mr. Huffman-aye; Mr. Buckley-aye; Mrs. Sauter-aye; Mr. Flickinger-aye; and Mrs. Groft-aye. Motion was carried.

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

1. *(Ways & Means/Curriculum)* Recommend approval of rescinding Paula Caha from Austria as a foreign exchange student for the 2022-2023 school year, due to the host parent needing to cancel (Host parent: Joan Hinton)
2. (Ways & Means/Curriculum) Recommend acceptance with appreciation of the donation of a poster display stand from Morgan Smith to New Oxford Elementary School, valued at \$500.00.
3. *(Ways & Means/Curriculum)* Recommend approval of the attached list of additional conferences/professional development for the 2022-2023 school year.

To Additional Conference/Professional Development Listing

4. *(Ways & Means/Curriculum)* Recommend approval of the Letter of Agreement between the Lincoln Intermediate Unit #12 and Conewago Valley School District for Title IIA NonPublic Programs and Services from September 20, 2022 thru June 30, 2023.

Letter of Agreement between LIU and CVSD

Roll call vote: Mr. Huffman-aye; Mr. Buckley-aye; Mrs. Sauter-aye; Mr. Flickinger-aye; and Mr. Groft-aye. Motion was carried.

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

1. **(Personnel)** Recommend approval of the Non-Bargaining Unit Personnel Salary and Wage Statement for 2022-2023 retroactive to August 22, 2022.

To 2022-2023 Salary and Wage Range Statement effective 8/22/22

2. **(Personnel)** Recommend acceptance of the resignation of Dawn Smith, instructional aide at New Oxford Elementary School, effective August 9, 2022.
3. **(Personnel)** Recommend acceptance of the resignation of Susan Crist, food services worker at New Oxford High School, effective August 15, 2022.
4. **(Personnel)** Recommend acceptance of the resignation of Suzette Sponseller, food services worker at New Oxford High School, effective August 16, 2022.
5. **(Personnel)** Recommend acceptance of the resignation of Shelly Hoffman, instructional aide at New Oxford Elementary School, effective at the end of the day on September 9, 2022.
6. **(Personnel)** Recommend acceptance of the resignation of Amy Zentgraf, administrative assistant at Conewago Valley Intermediate School, effective at the end of the day on September 30, 2022, or earlier if the position is filled prior to the effective date.
7. **(Personnel)** Recommend acceptance of the resignation of Leah Redifer, instructional aide at Conewago Township Elementary School, effective August 25, 2022.
8. **(Personnel)** Recommend acceptance of the resignation of Lacey Shearer, instructional aide at Conewago Township Elementary School, effective August 23, 2022.
9. **(Personnel)** Recommend acceptance of the resignation of Rick Jones, FFA Advisor at New Oxford High School, effective for the 2022-2023 school year.
10. **(Personnel)** Recommend approval for the following transfers for the 2022-2023 school year:
 - Beth Wyatt from Instructional Aide to Personal Care Assistant at New Oxford Elementary School retroactive to August 24, 2022.
 - Phyliss Fuhrman from substitute food services worker to food services worker at Conewago Township Elementary School, retroactive to August 31, 2022.
11. **(Personnel)** Recommend approval of Joanna Knott as the Learning Coach at Conewago Valley Intermediate School for the 2022-2023 school year.

12. **(Personnel)** Recommend approval amending Kristyn Cales from a FFA Advisor at 50% to an FFA Advisor at 100%..
13. **(Personnel)** Recommend employment of Jason Stacknick as a Temporary Professional Employee - English/Language Arts Teacher at New Oxford Middle School, at a salary equal to Instructional 1, Step 1 of the applicable negotiated agreement, retroactive to August 16, 2022, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
14. **(Personnel)** Recommend employment of Elisa Selmani as a Long-Term Substitute Employee - English Teacher at New Oxford High School, at a salary equal to Instructional 1, Step 1 of the applicable negotiated agreement, retroactive to August 18, 2022 and ending the last day of the 1st semester (January 13, 2023), pending appropriate certification and having met all required Federal, State, and local hiring regulations.
15. **(Personnel)** Recommend employment of Jacqueline Kaiser as an instructional aide at Conewago Valley Intermediate School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3b), retroactive to August 23, 2022, pending having met all required Federal, State, and local hiring regulations.
16. **(Personnel)** Recommend employment of Beth Lacey as an instructional aide at Conewago Valley Intermediate School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3b), retroactive to August 23, 2022, pending having met all required Federal, State, and local hiring regulations.
17. **(Personnel)** Recommend employment of Amanda Jackson as an instructional aide at New Oxford Elementary School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3b), retroactive to August 23, 2022, pending having met all required Federal, State, and local hiring regulations.
18. **(Personnel)** Recommend employment of Macee Wagaman as an instructional aide at New Oxford Elementary School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3b), retroactive to August 23, 2022, pending having met all required Federal, State, and local hiring regulations.
19. **(Personnel)** Recommend employment of Nicole Biedenbach 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 September 12, 2022, pending having met all required Federal, State, and local hiring regulations.
20. **(Personnel)** Recommend employment of Cloe Shermeyer as an instructional aide at New Oxford Elementary School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3b), retroactive to September 12, 2022, pending having met all required Federal, State, and local hiring regulations.

21. **(Personnel)** Recommend employment of Kortney Dodge as an instructional aide at New Oxford Elementary School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3b), retroactive to August 30, 2022, pending having met all required Federal, State, and local hiring regulations.
22. **(Personnel)** Recommend employment of Heather Kress-Greenlee as a personal care aide at Conewago Township Elementary School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3a), retroactive to September 19, 2022, pending having met all required Federal, State, and local hiring regulations.
23. **(Personnel)** Recommend employment of Amber DeShong as a personal care aide at Conewago Township Elementary School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3b), retroactive to September 6, 2022, pending having met all required Federal, State, and local hiring regulations.
24. **(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>
Jacie Hoffman	Asst. Volleyball Coach	\$2,630.00 (retro 8/15/22)
James Grenagle	Asst. Cross Country Coach (HS)	\$1,157.00

25. **(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	School Musical/Play Director - HS	\$3,099.20

26. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Caitlin Wilfong, learning support teacher at Conewago Township Elementary School, such leave to begin approximately March 7, 2023 and extend through to the end of the 2022-2023 school year, 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.
27. **(Personnel)** Recommend approval of the following list of building substitute teachers and their respective building 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.

Debra Griffis - NOHS	Sean Kennedy - NOMS
Ryan Wallen - CVIS	Dawn Donnelly - NOE

28. **(Personnel)** Recommend approval of the following list of day-to-day substitute teachers/nurses 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.

Vince Hall (retro 8/29/22)	Jami Himes (nurse) (retro 8/23/22)
Miranda Shives (retro 8/23/22)	Keely Smith (retro 9/1/22)
Jennifer Snyder (retro 9/7/22)	Katherine Wesbury

29. **(Personnel)** Recommend approval of the following list of day-to-day 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.

April Carstetter (cafe)(retro 9/6/22)	Carrie Small (cafe)(retro 8/31/22)
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30. **(Personnel)** Recommend approval of the following volunteers, pending having met all Federal, State, and local regulations.

Ahmad, Chinar A.	Aumen, Stephanie L.	Balderson, Jessica R.
Biedenbach, Nicole K.	Bosserman, Emily K.	Boyer, Carl E.
Boyer, Louann	Brown, Erin L.	Brea, Serafina L.
Contreras, Amelia	Davis, Rebecca A.	Edwards, Enjoli R.
Elliott, Valerie A.	French, Adrienne M.	Fuhrman, Melissa A.
Gardner, Stephanie R.	Hankey, Deborah A.	Hartman, Roseann
Kubicki, Ryan J.	Leppo, Colleen E.	Leppo, Nicholas A.
Martin, Megan M.	Massaro, Michael M.	Medeiros, Kelly E.
Menges, Roxann	Miller, Meredith M.	Mobley, Cody A.
Raber, Bryan L.	Raber, Stacy L.	Renoll, Courtney L.
Rife, Diane M.	Sanders, Lindsay M.	Schneider, Kelly A.
Schrum, Holly E.	Schrum, Troy A.	Shaffer, Jessica L.
Showers, Jenna R.	Sieg, Caitlin R.	Sieg, Rebecca K.
St. Ledger, Lisa L.	Strevig, Elaine L.	Stutz, Carly E.
Swedo, Danielle M.	Thoman, Marissa A.	Viands, Cheyanna L.
Warner, Andrew J.	Warner, Tracy A.	Weaver, Stacie A.

31. **(Personnel)** Recommend acceptance of the resignation for the purpose of retirement of Alicia Klaus, 10 month secretary at New Oxford Middle School, effective at the end of the day on September 13, 2022.

32. **(Personnel)** Recommend approval for the following transfers during the 2022-2023 school year:

- Matthew Muller from Principal at New Oxford Middle School to Director of Safety and Communications for Conewago Valley School District, effective January 16, 2023.

33. **(Personnel)** Recommend employment of Brittney Hare as a personal care aide at Conewago Township Elementary School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3a), effective September 21, 2022, pending having met all required Federal, State, and local hiring regulations.
34. **(Personnel)** Recommend employment of Anna Buswell as an instructional aide at Conewago Township Elementary School, (Category: full-time school-term) at the wage established in Addendum A*(Range 3b), effective September 21, 2022, pending having met all required Federal, State, and local hiring regulations.
35. **(Personnel)** Recommend employment of Beth Papp as a 10-month secretary at Conewago Valley Intermediate School, (Category - Full-time 10 months) at the wage established in Addendum A*(Range 1c), effective September 28, 2022, pending having met all required Federal, State, and local hiring regulations.
36. **(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>
Carlton "Andrew" Adcock	School Musical/Play Director - MS	\$1,315.00

37. **(Personnel)** Recommend employment of Christopher Powers 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), effective September 26, 2022, pending having met all required Federal, State, and local hiring regulations.
38. **(Personnel)** Recommend employment of Madison Tyson as a Temporary Professional Employee - Grade 1 Teacher at New Oxford Elementary School, at a salary equal to Instructional 1, Step 1 of the applicable negotiated agreement, effective September 26, 2022, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
39. **(Personnel)** Recommend approval of the Conewago Valley School District Organizational Chart.

To CVSD Organizational Chart
40. **(Personnel)** Recommend approval of the following list of building substitute teachers and their respective building 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.

Ashley Raylock - CTE

41. **(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.

Morgan Hess (retro 9/13/22)

Adam Leib

42. **(Personnel)** Recommend approval of the following list of day-to-day 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.

Tiffany Miller (cafe)

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

Hagerman, Brian D.
Moore, Nevaeh
Patterson, Jaime L.
White, Alexandra P.

Keller, Tiffany D.
Moore, Mary E.
Richardson, Brittney L.

Millender IV, Charles F.
Morgan, Haley W.
Teal, Troy L.

Roll call vote: Mr. Huffman-aye; Mr. Buckley-aye; Mrs. Sauter-aye; Mr. Flickinger-aye; and Mr. Groft-aye. Motion was carried.

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

1. **(Property & Supplies/ Use of Facilities)** Recommend approval for AVO Soccer Club with Kristie Miller as representative, to use the Conewago Valley Intermediate School practice field from September 20, 2022 through November 20, 2022, from 12:00 pm to 4:00 pm on Sundays, and Monday-Thursday from 6:00 to 8:00 pm for practice and 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.
2. **(Property & Supplies/ Use of Facilities)** Recommend approval for Central PA Nebula Co. of Performing Arts with Lauren Seigman as representative, to use the District Auditorium, New Oxford High School Classroom, Front and Rear Parking Lots on December 10, 2022 from 8:00 am to 10:00 pm for the Nutcracker and the Hidden Key performance, 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 School Auxiliary Gym from 12:00 pm to 8:00 pm on Sundays from January 8, 2023 to March 26,

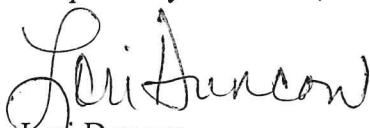
2023, for winter practice, with charges as listed in Board Policy #707, with the provision of proof of insurance as per Board Policy and for the services of custodians, security, cooks, and/or technical personnel as needed.

4. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Vibe Performing Arts with Kimberly Erdman as representative, to use the District Auditorium, New Oxford High School Classrooms, Front and Rear Parking Lots from June 9, 2023 to June 11, 2023, for the Year End Dance Recital, 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 The School of Music and Dance with Lauren Seigman as representative, to use the District Auditorium, New Oxford High School Classrooms, Front and Rear Parking Lots from 9:00 am to 5:00 PM on May 20, 2023 and May 21, 2023, for the SMD Dance Recital, 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 the Adams County Hanover Area Toys for Tots with Patricia Walker as representative, to use the New Oxford High School Cafeteria, Front and Rear Parking Lots from 7:00 am to 7:00 PM on December 17, 2022, for the Community pick up Toys for Tots, 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. Huffman-aye; Mr. Buckley-aye; Mrs. Sauter-aye; Mr. Flickinger-aye; and Mr. Groft-aye. Motion was carried.

By common consent and action, Mr. Groft adjourned the meeting at 8:05 p.m.

Respectfully submitted,


Lori Duncan
Secretary

Additional Professional Development

Professional Development Requests 2022-2023				
NAME		BUILDING	EVENT	DATE(S)
Rios	Jessica	CVIS	LETRS Volume 2 Unit 6	10/12/2022
Rios	Jessica	CVIS	LETRS Volume 2 Unit 7	1/11/2023
Rios	Jessica	CVIS	LETRS Volume 2 Unit 8	2/15/2023
Rios	Jessica	CVIS	LETRS Volume 2 Unit 5	2/22/23
Bealmear	Patricia	New Oxford High School	Financial Legislation Panel	9/20/2022
Olewiler	Kara	New Oxford High School	PennSEL Meeting	9/26/2022
Olewiler	Kara	New Oxford High School	Science Leadership Day	9/13/2022
Zaminski	Autumn	Conewago Township Elementary	ISTE Program Training	10/27/2022
Muller	Matt	New Oxford Middle School	School Safety Summit	11/1/2022
Little	Drew	New Oxford High School	School Safety Summit	11/1/2022

Salary and Wage Statement

Non-Bargaining Unit Personnel

Salary and Wage Statement

Addendum A*

2022-2023

8/22/2022 - 6/30/23

Support Personnel Wage and Fringe Benefits – Wage Range

1. Secretarial Ranges

a.	Superintendent's Secretary	\$17.00 - \$26.42
b.	12 Month Secretary	\$15.15 - \$23.71
c.	10 Month Secretary	\$15.00 - \$21.05
d.	Student Secretary	Minimum Wage

2. Maintenance and Custodial Ranges

a.	Maintenance Workers	\$17.00 - \$29.63
	Head Building Custodian	
b.	Grounds	\$15.00 - \$26.68
c.	Custodian	\$15.00 - \$24.05
d.	Student Custodian	Minimum Wage
e.	Substitute Custodian	\$14.50

3. Aide Ranges

a.	Aides with Insurance benefits	\$15.00 - \$18.00
b.	Aides without Insurance benefits	\$15.00 - \$19.95
c.	Substitute Aide	\$14.50

4. Food Service Ranges

a.	Head Cook (Secondary)	\$16.50 - \$23.17
b.	Head Cook (Elementary)	\$16.00 - \$21.90
c.	Assistant Head Cook (school term)	\$15.50 - \$21.15
d.	Cashier (school term)	\$15.15 - \$18.08
e.	Cook (school term)	\$15.00 - \$18.08
f.	Substitute Food Service Worker - school term)	\$14.50

5. Paraprofessional

a.	Paraprofessional (12 months)	\$15.00 –\$35.15 (\$31,200 -	
\$73,112)	b.	Paraprofessional (less than 12 months)	\$15.00 – \$27.68

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.	
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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.

CVSD Organizational Chart

CONEWAGO VALLEY SCHOOL DISTRICT ORGANIZATIONAL CHART

