

August 14, 2023
Conewago Valley Board Meeting

The regular 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. Jeff Kindschuh, Mr. Michael Buckley, Mr. William Huffman, Mr. Eric Flickinger, Mrs. Elizabeth Farnham, Mrs. Melanie Sauter, Mr. Luke Crabill and Ms. Pat Gouker. Also present were Superintendent Dr. Sharon Perry, Assistant Superintendent Dr. Brad Sterner; Principals, Mr. Christopher Cobb, Mrs. Christina McLaughlin, Mr. Drew Little, Mr. Joshua Schaffer, Mrs. Autumn Zaminski and Dr. Christopher Bowman. Mr. Doug Wherley, Mr. Matthew Muller, Dr. Stephanie Corbin, Mr. Charles Trovato, Mrs. Lorrie Hrycek 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. Crabill to approve the minutes of the July 24, 2023 Committee of the whole meeting and the July 24, 2023 Regular meeting of the Board of Directors. By voice vote, the motion was carried.

Mr. Buckley 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	\$3,147,329.49	
Deposits	7,279,395.70	
Withdrawals	<u>7,480,327.48</u>	
Balance 8/1/23		\$2,946,397.71

PSDLAF Flex CD

Previous Balance	\$10,419,048.87	
Deposits	38,186.21	
Withdrawals	<u>4,000,000.00</u>	
Balance 8/1/23		\$6,457,235.08

PSDLAF Bond 2019

Previous Balance	\$1,310,104.31	
Deposit	4,899.53	
Withdrawals	<u>296,886.74</u>	
Balance 8/1/23		\$1,018,117.10

PSDLAF Capital Reserves

Previous Balance	\$938,128.07	
Deposits	3,976.57	
Withdrawals	<u>9,900.00</u>	
Balance 8/1/23		\$932,204.64

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

Mr. Buckley 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 #10008845 to #10008938. Void Check #10008931. Pay Wires #80000000422 to #80000000436. ACH Debits #9000032998 to #9000033661. The total amount of General Fund items paid is \$7,332,476.46. Capital Reserve invoice to include Check #30000161 in the amount of \$9,900 was paid. Food Service invoices to include Checks #50001225 to #50001228. Total Food Service fund payments in the amount of \$2,686.72 were paid. Construction Bond invoices were paid to include Checks #45000517 to #45000521 in the amount of \$196,886.74.

2. **(Finance)** Recommend that due to the Governor's Proposed Budget school meal prices for the 23-24 school year will be updated as follows:

Breakfast Districtwide: Free
Paid Lunch, Elementary: \$2.50
Paid Lunch, Secondary: \$2.75
Milk \$.50

3. **(Finance)** Recommend approval of the contract between Conewago Valley School District and Lincoln Bus Lines for transportation services for the 2023-2024 school year. Subject to final solicitor approval.

CVSD-Lincoln Bus Lines Contract

4. **(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 2023-2024 school year. Subject to final solicitor approval.

CVSD-Lincoln Bus Lines Contract - Special Education

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

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

1. ***(Ways & Means/Curriculum)*** Recommend approval of two (2) additional Act 80 days to the 2023-2024 school year. November 21, and November 22, 2023.
2. ***(Ways & Means/Curriculum)*** Recommend approval of one (1) additional Act 80 day to the 2023-2024 school year for seniors only, May 24, 2024.
3. ***(Ways & Means/Curriculum)*** Recommend approval of the Conewago Valley School District TSI non-Title 1 School Plan for Conewago Valley Intermediate School for the 2023-2024 school year.

TSI non-Title 1 School Plan for CVIS

4. ***(Ways & Means/Curriculum)*** Recommend approval of the Title I and Title II Third Party Letters of Agreement with the Lincoln Intermediate Unit #12 with non-public programs for the 2023-2024 school year.

Title I LOA for 23-24

Title I Addendum A for 23-24

Title I Addendum B for 23-24

Title I Request for Reading Services for 23-24

Title IIA LOA for 23-24

Title IIA Intent to Participate for 23-24

5. ***(Ways & Means/Curriculum)*** Recommend approval of the Conewago Valley School District 2023-2024 Student/Parent Handbook. (Updates are highlighted in yellow)

Link to CVSD 23-24 Student/Parent Handbook - All Buildings

6. ***(Ways & Means/Curriculum)*** Recommend approval of the Conewago Valley Online Academy 2023-2024 Student/Parent Handbook - NOHS. (Updates are highlighted in yellow)

Link to CVOA 23-24 Student/Parent Handbook - NOHS

7. ***(Ways & Means/Curriculum)*** Recommend approval of the Conewago Valley School District 2023-2024 Substitute Handbook.

Link to 23-24 Substitute Handbook

8. ***(Ways & Means/Curriculum)*** Recommend approval of the attached list of field trips for the 2023-2024 school year.

Link to Field Trips for 2023-2024

9. **(Ways & Means/Curriculum)** Recommend approval of the attached list of conferences/professional development for the 2023-2024 school year.

[Link to Conferences/Professional Development in 2023-2024](#)

10. **(Ways & Means/Curriculum)** Recommend approval of the update to the CVSD Curriculum Cycle 2021-2033.

[Link to Curriculum Cycle 2021-2033](#)

11. **(Ways & Means/Curriculum)** Recommend approval of the Conewago Valley School District Organizational Chart.

[Organizational Chart](#)

12. **(Ways & Means/Curriculum)** Recommend adopting the following new updates and new Board Policies below:

Updated [Board Policy 137](#) - Home Education Programs

Updated [Board Policy 137.1](#) - Extracurricular Activity and Interscholastic Athletic Participation by Home Education Students

New [Board Policy 137.2](#) - Participation in Cocurricular Activities and Academic Courses by Home Education Students

New [Board Policy 137.3](#) - Participation in Career and Technical Education Programs by Home Education Students

13. **(Ways & Means/Curriculum)** Recommend approval of the Occupational Advisory Committee members for 2023-2024.

[OAC Committee Members](#)

Roll call vote: Mr. Buckley-aye; Mr. Huffman-aye; Mr. Kindschuh-aye; Mr. Crabill-aye; Ms. Gouker-aye; Mr. Flickinger-aye; Mrs. Sauter-aye; Mrs. Farnham-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 of Erin Cotton, gifted teacher at New Oxford and Conewago Township Elementary Schools, effective July 24, 2023.
2. **(Personnel)** Recommend acceptance for the resignation of Jennifer Baltzley, food services worker at New Oxford High School, effective July 25, 2023.
3. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Allison Evans, guidance counselor at New Oxford High School, such leave to begin approximately

September 21, 2023 and extend through November 14, 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.

4. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Brittany Parrill, learning support teacher at Conewago Valley Intermediate School, such leave to begin approximately August 15, 2023 and extend through November 6, 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.
5. **(Personnel)** Recommend approval of the following transfers for the 2023-2024 school year:
 - Hannah Evans from Grade 8 social studies teacher at New Oxford Middle School to Grade 5 ELA and social studies teacher at Conewago Valley Intermediate School, effective August 15, 2023.
 - Helene Campbell from instructional aide at Conewago Valley Intermediate School to instructional aide at Conewago Township Elementary, effective August 21, 2023.
6. **(Personnel)** Recommend employment of Steven Sidote as an assistant athletic director at New Oxford High School, (Category: Full time - 10 months) at the wage established in Addendum A*(Range 7e), retroactive to August 7, 2023, pending having met all required Federal, State, and local hiring regulations.
7. **(Personnel)** Recommend employment of Kelsie Adams as a personal care aide at New Oxford Elementary School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3a), effective August 21, 2023, pending having met all required Federal, State, and local hiring regulations.
8. **(Personnel)** Recommend employment of Tracy L. Sanders as a life skills support aide at New Oxford High School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3a), effective August 21, 2023, pending having met all required Federal, State, and local hiring regulations.
9. **(Personnel)** Recommend employment of Madison Melton as a personal care aide at New Oxford Elementary School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3a), effective August 21, 2023, pending having met all required Federal, State, and local hiring regulations.
10. **(Personnel)** Recommend employment of Rachel Rembecki as a life skills support aide at New Oxford Middle School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3b), effective August 21, 2023, pending having met all required Federal, State, and local hiring regulations.

11. **(Personnel)** Recommend employment of Elena Cabrera-Ramos as an ESL instructional aide at Conewago Valley Intermediate School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3b), effective August 21, 2023, pending having met all required Federal, State, and local hiring regulations.
12. **(Personnel)** Recommend approval of the following day-to-day substitute teachers and school nurses for the 2023-2024 school term, according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Sydney McFadden

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

Dutterer, Denise B.
Weaver, Sarah C.

Millender IV, Charles F.
Yealy, Christi M.

Millender, Brittany N.

14. **(Personnel)** Recommend employment of Christi Yealy as an instructional aide at Conewago Valley Intermediate School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3b), effective August 21, 2023, pending having met all required Federal, State, and local hiring regulations.

15. **(Personnel)** Recommend approval of the following transfers for the 2023-2024 school year:

- Jennifer Haugh from gifted teacher at Conewago Valley Intermediate School to gifted teacher at New Oxford and Conewago Township Elementary Schools, effective August 15, 2023.
- Kelly Kuhn from secretary to the assistant superintendent in the District Office to a Temporary Professional Employee - horticulture teacher at New Oxford High School, at a salary equal to Instructional 1, Step 1 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification.
- Makenzie Yingling from substitute instructional aide to personal care aide (wage range (3a)) at New Oxford Elementary School, effective August 21, 2023.

16. **(Personnel)** Recommend approval of the following extracurricular coaching assignments for the 2023-2024 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.

NAME

Melissa Helt

SPORT

Assistant Girls Volleyball Coach

STIPEND

\$2,630.00

17. **(Personnel)** Recommend employment of Brianna Airing as a Temporary Professional Employee - Autistic Support Teacher at New Oxford Elementary School, at a salary equal

to Instructional I, Step 1 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.

18. **(Personnel)** Recommend employment of Kimberly Mohny as a personal care aide at New Oxford Elementary School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3a), effective August 21, 2023, pending having met all required Federal, State, and local hiring regulations.
19. **(Personnel)** Recommend employment of Michelle Spoonire as an autistic support aide at New Oxford Elementary School, (Category: Full-time school-term) at the wage established in Addendum A*(Range 3a), effective August 21, 2023, pending having met all required Federal, State, and local hiring regulations.
20. **(Personnel)** Recommend employment of Brett Cales as a Temporary Professional Employee - social studies teacher at New Oxford Middle School, at a salary equal to Masters, Step 1 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
21. **(Personnel)** Recommend approval of the job description for the new position of School Security Officer.

School Security Officer Job Description

22. **(Personnel)** Recommend approval of the following day-to-day substitute teachers and school nurses for the 2023-2024 school term, according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Victoria Study

Janet Weigle

Tara Winner

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

Carbaugh, Rebecca G.
Patterson, Teah M.

Kleponis, Crystal R. Leatherman, Amanda S.
Willet, Lisa L.

Roll call vote: Mr. Buckley-aye; Mr. Huffman-aye; Mr. Kindschuh-aye; Mr. Crabill-aye; Ms. Gouker-aye; Mr. Flickinger-aye; Mrs. Sauter-aye; Mrs. Farnham-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 The Edge Dance Company with Brittany Swartz as representative, to use the District Auditorium, New

Oxford High/Middle School chorus and band rooms on Friday, May 31, 2024 from 8:00 am to 8:00 pm for set up, Saturday, June 1, 2024 from 8:00 am to 8:00 pm for rehearsal and performance, and on Sunday, June 2, 2024 from 12:00 pm to 8:00 pm for performance, for The Edge Dance Company 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.

2. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for The Black Rose Volleyball Club with Chris Weaver as representative, to use the New Oxford Middle School gymnasium on Saturdays from October 21, 2023 through March 31, 2024 from 12:00 pm to 6:00 pm for practices, 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 Nebula Performing Company/School of Music and Dance with Lauren Seigman as representative, to use the District Auditorium, New Oxford High/Middle School chorus and band rooms on Saturday, December 9, 2023 from 8:00 am to 11:00 pm for set up, performances, and tear down, 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.
4. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Mason Dixon Youth For Christ with Perry Motter as representative, to use the New Oxford Middle School library classroom on Thursdays from September 7, 2023 through May 16, 2024 from 2:30 pm to 4:45 pm for Campus Life Middle School Club, 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. Buckley-aye; Mr. Huffman-aye; Mr. Kindschuh-aye; Mr. Crabill-aye; Ms. Gouker-aye; Mr. Flickinger-aye; Mrs. Sauter-aye; Mrs. Farnham-aye and Mr. Groft-aye. Motion was carried.

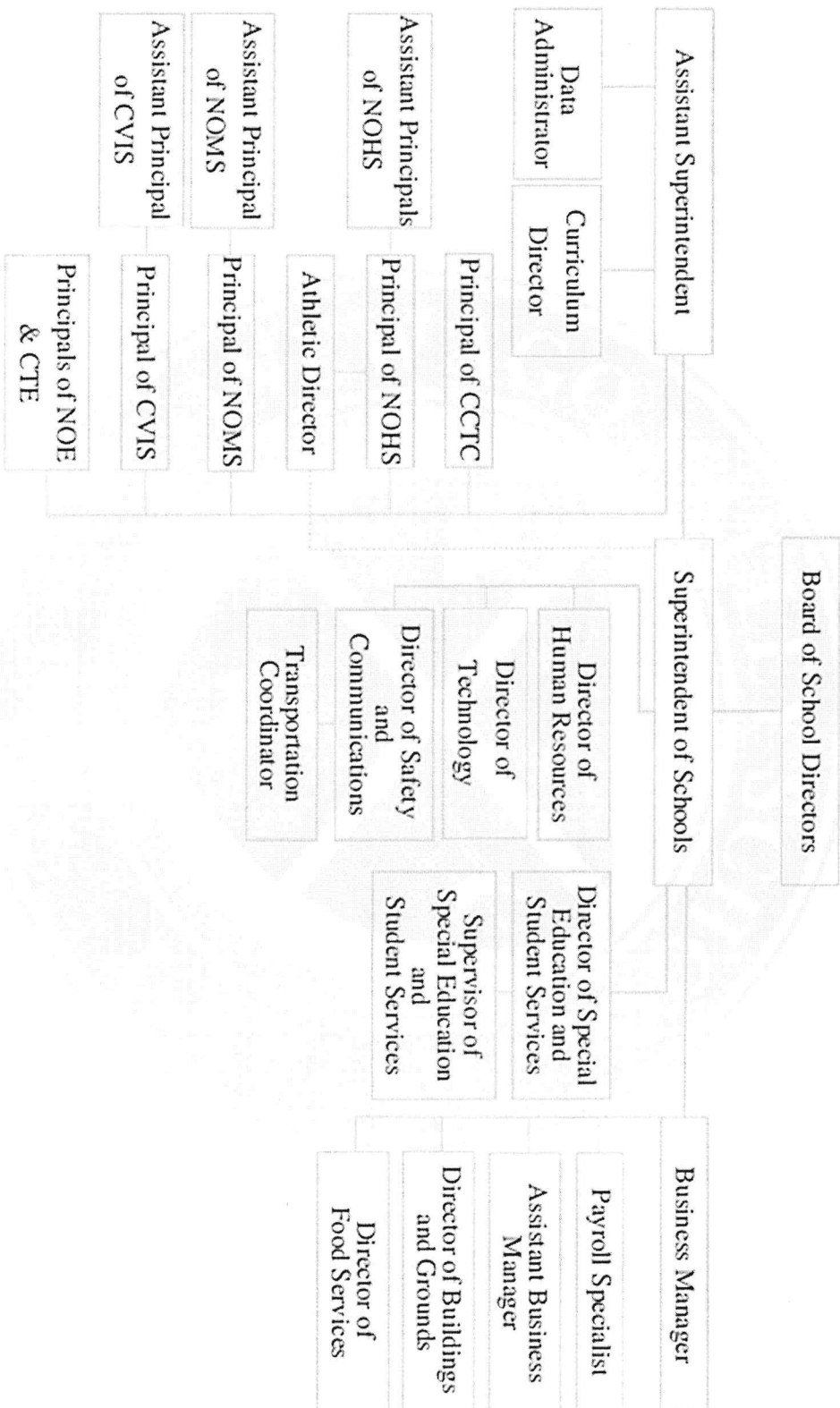
By common consent and action, Mr. Groft adjourned the meeting at 8:29 pm.

Respectfully submitted,



Lori Duncan
Secretary

CONEWAGO VALLEY SCHOOL DISTRICT ORGANIZATIONAL CHART



Organizational Chart

Revised 7/20/2023