

July 24, 2023
Conewago Valley Board Meeting

The regular meeting of the Board of Directors of the Conewago Valley School District was called to order at 7:37 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 and Mrs. Melanie Sauter. Absent were: Mr. Luke Crabill and Ms. Pat Gouker. Also present were Superintendent Dr. Sharon Perry, Assistant Superintendent Dr. Brad Sterner and solicitor Mr. Chris Harris.

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 June 5, 2023 Committee of the whole meeting and the June 12, 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	\$1,948,800.77	
Deposits	7,011,777.91	
Withdrawals	<u>5,813,249.19</u>	
Balance 7/1/23		\$3,147,329.49

PSDLAF Flex CD

Previous Balance	\$10,375,801.23	
Deposits	43,247.64	
Withdrawals	<u>0.00</u>	
Balance 7/1/23		\$10,419,048.87

PSDLAF Bond 2019

Previous Balance	\$1,336,230.30	
Deposit	5,384.64	
Withdrawals	<u>31,510.63</u>	
Balance 7/1/23		\$1,310,104.31

PSDLAF Capital Reserves

Previous Balance	\$ 934,447.96	
Deposits	3,830.11	
Withdrawals	<u>150.00</u>	
Balance 7/1/23		\$938,128.07

Roll call vote: Mrs. Farnham-aye; Mr. Huffman-aye; Mr. Kindschuh-aye; Mr. Flickinger-aye; Mr. Buckley-aye; Mrs. Sauter-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 #10008724 to #10008844. Pay Wires #8000000405 to #800000421. ACH Debits #9000031822 to #9000032997. The total amount of General Funds items paid is \$5,318,389.07. Capital Reserve invoice includes Check #30000160 in the amount of \$150 was paid. Food Service invoices to include Checks #50001214 to #50001224, Wire #9000000004 and void Check #50001214. Total Food Service Fund payments in the amount of \$7,832.23 were paid. Construction Bond invoices were paid to include Checks #45000513 to #45000516 in the amount of \$31,510.63.

2. **(Finance)** Recommend approval of the Amendment to the Agreement between Conewago Valley School District and Crabtree, Rohrbaugh & Associates for the additions and renovations to Conewago Township Elementary and New Oxford Elementary Schools.

Conewago Township Elementary School Amendment
New Oxford Elementary School Amendment

3. **(Finance)** Recommend approval that the stipend for substitute teachers be set at \$125 per day beginning in the 2023-2024 school year.

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

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

1. **(Ways & Means/Curriculum)** Recommend approval of the revised Memorandum of Understanding between Harrisburg Area Community College and New Oxford High School.

HACC MOU

2. **(Ways & Means/Curriculum)** Recommend approval of the Concurrent Enrollment Agreement between Carlow University and New Oxford High School.

Carlow University MOU

3. **(Ways & Means/Curriculum)** Recommend approval of the revised Letter of Agreement between Pennsylvania Counseling Services and Conewago Valley School District.

PCS Letter of Agreement

4. (Ways & Means/Curriculum) Recommend acceptance with appreciation of the donation of standing desk tops from Miller Chemical, valued at \$300.
5. **(Ways & Means/Curriculum)** Recommend approval of the proposed Conewago Valley School District Health and Safety Plan Update for the 2023-2024 school year.

[Link to CVSD Health and Safety Plan Update for 2023-2024](#)

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

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

1. **(Personnel)** Recommend acceptance for the resignation of Carlee Moyer, general music teacher at Conewago Valley Intermediate School, effective June 21, 2023.
2. **(Personnel)** Recommend acceptance for the resignation of Britney Malloy, instructional aide at New Oxford Middle School, effective June 28, 2023.
3. **(Personnel)** Recommend acceptance for the resignation of Peggy Schildt, food service worker at New Oxford Middle School, retroactive from May 26, 2023.
4. **(Personnel)** Recommend acceptance for the resignation of Tiffany Miller, food service worker at New Oxford Middle School, retroactive from May 26, 2023.
5. **(Personnel)** Recommend approval of the following transfers for the 2023-2024 school year:
 - Amanda McFarland from Grade 2 teacher to Media Specialist at Conewago Township Elementary School, effective August 15, 2023.
 - Michelle Kopp from 10 month secretary (1d) to 12 month secretary (1c) at New Oxford High School retroactive to July 3, 2023.
 - Elaine Aguilera from personal care assistant (3a) to instructional aide (3b) at New Oxford Elementary School, effective August 21, 2023.
 - Jacqueline Kaiser from English language aide (3b) to instructional aide (3b) at Conewago Valley Intermediate School, effective August 21, 2023.
 - Laykin Bosserman from Grade 5 at Conewago Valley Intermediate School to Grade 2 at Conewago Township Elementary School, effective August 15, 2023.
6. **(Personnel)** Recommend approval of Andy Musselman as a 2023 summer painter at district locations as needed, retroactive to June 19, 2023, at the established rate, pending appropriate approvals as needed.
7. **(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.

<u>NAME</u>	<u>SPORT</u>	<u>STIPEND</u>
Brandon Mejia	Assistant Boys Soccer Coach	\$2,736.25
Ryan Fox	Assistant Golf Coach	\$ 757.00
Steve Doland	Assistant Cross Country Coach	\$1,657.00

8. **(Personnel)** Recommend approval of the following extracurricular assignments for the 2023-2024 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>
Hunter Groft	Head Percussion Instructor (Fall)	\$1,623.65
Marc Garside	Percussion Arranger (Fall)	\$1,200.00
Hudson Smith	Front Ensemble Instructor (Fall)	\$1,500.00
Brianna Worley	Head Colorguard Instructor (Fall)	\$1,591.81
Susan Travis	Asst. Colorguard Instructor (Fall)	\$1,061.21
Amanda Wood	Asst. Colorguard Instructor (Fall)	\$1,061.21

9. **(Personnel)** Recommend employment of Kelly McWilliams as a Professional Employee - Math Interventionist at New Oxford Elementary School, at a salary equal to Masters +12, Step 10 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
10. **(Personnel)** Recommend employment of Steve Doland, Jr. as a Professional Employee - Learning Support Teacher at Conewago Valley Intermediate School, at a salary equal to Masters, Step 10 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
11. **(Personnel)** Recommend employment of Heather Becker as a Professional Employee - Learning Support Teacher at New Oxford High School, at a salary equal to Masters +36, Step 10 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
12. **(Personnel)** Recommend employment of Jamie Bowman as a Professional Employee - Music Teacher at New Oxford Middle School, at a salary equal to Masters +24, Step 10 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
13. **(Personnel)** Recommend employment of Angela Doland as a Professional Employee - Life Skills Support Teacher at New Oxford Middle School, at a salary equal to Masters

+36, Step 10 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.

14. **(Personnel)** Recommend employment of Jonathan de Salis as a Temporary Professional Employee - Music Teacher at Conewago Valley Intermediate School, at a salary equal to Instructional 1, 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.
15. **(Personnel)** Recommend employment of Tara Wood as a Professional Employee - Reading Specialist at Conewago Valley Intermediate School, at a salary equal to Masters, Step 10 of the applicable negotiated agreement, effective August 15, 2023, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
16. **(Personnel)** Recommend employment of Elizabeth Sanders as a Temporary Professional Employee - Guidance Counselor at Conewago Valley Intermediate School, at a salary equal to Masters +12, 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.
17. **(Personnel)** Recommend employment of Jennifer Miller as a technology specialist at Conewago Valley Intermediate School, (Category 1) at the wage established in Addendum A*(Range 5a), effective August 7, 2023, pending having met all required Federal, State, and local hiring regulations.
18. **(Personnel)** Recommend approval of the following list of building substitute teachers and their respective building 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.

Casey Grim - CTE
Ryan Wallen - CVIS

Debra Griffis - NOHS

Sean Kennedy - NOMS

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

Nicole Negley

Wendy Stoner

20. **(Personnel)** Recommend approval of the following list of day-to-day substitute support staff 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.

Tiffany Miller

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

Beeman, Jodi L.
Selman, Brian C.

Garman, Denton L.
Topper, Tanya R.

Lawrence, Heather, A.
Yaukey, Brenton E.

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

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

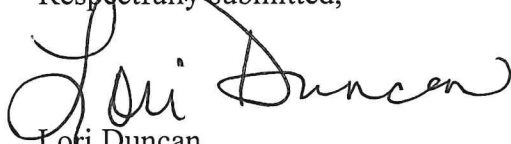
1. **(Property & Supplies/ Use of Facilities)** Recommend approval for The School of Music and Dance with Lauren Seigman as representative, to use the District Auditorium, New Oxford High/Middle School chorus and band rooms and front and rear parking lots on Saturday, May 25, or June 1, 2024 from 9:00 am to 11:00 pm and on Sunday, May 26, or June 2, 2024 from 12:00 pm to 5:00 pm, for SMD Dance Recital 2024, 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 weekend dates proposed based on availability of staff to work the event, only 1 weekend will actually be used.
2. **(Property & Supplies/ Use of Facilities)** Recommend approval for Vibe Performing Arts with Kim Erdman as representative, to use the District Auditorium, New Oxford High/Middle School chorus and band rooms on Friday, June 7, 2024 from 8:00 am to 9:00 pm, Saturday, June 8, 2024 from 8:00 am to 9:00 pm and on Sunday, June 9, 2024 from 12:00 pm to 8:00 pm, for 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.
3. **(Property & Supplies/ Use of Facilities)** Recommend approval for the Adams County Music Educators Association (ACMEA), with David Bowman as representative, to use the District Auditorium, New Oxford High/Middle School classrooms 622, 607, and 618, from November 17, 2023 through November 18, 2023, from 7:30 am to 5:00 pm, for the Adams County Chorus Festival, with charges as listed in Board Policy #707, and 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 the Conewago Valley Soccer Club, with Amanda Topper as representative, to use the New Oxford Middle School cafeteria, on August 13, 2023, from 12:00 pm to 5:00 pm, for the Fall 2023 General Meeting, with charges as listed in Board Policy #707, and 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 Lincoln Intermediate Unit #12, with Lisa Bowers as representative, to use the District Auditorium, New Oxford High School cafeteria, kitchen, classrooms, and parking lots, New Oxford Middle School cafeteria, LGIA, classrooms, and parking lots on August 9, 2023, from 8:00 am to 3:30 pm, for the LIU #12 August In-Service, with charges as listed in Board Policy #707, and 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 McSherrystown Flag Football, with Eric Warner as representative, to use the New Oxford High School Stadium, on September 9, 2023, from 9:00 am to 12:00 pm, for McSherrystown Flag Football games, with charges as listed in Board Policy #707, and 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. Farnham-aye; Mr. Huffman-aye; Mr. Kindschuh-aye; Mr. Flickinger-aye; Mr. Buckley-aye; Mrs. Sauter-aye and Mr. Groft-aye. Motion was carried.

By common consent and action, Mr. Groft adjourned the meeting at 7:53 p.m.

Respectfully submitted,


Lori Duncan
Secretary