

September 18, 2023  
Conewago Valley Board Meeting

The regular meeting of the Board of Directors of the Conewago Valley School District was called to order at 7:31 p.m. Mr. Edward Groft called the meeting to order. The following members were present: Mr. Jeff Kindschuh, Mr. William Huffman, Mr. Eric Flickinger, Mrs. Elizabeth Farnham, Mrs. Melanie Sauter and Ms. Pat Gouker. Absent were: Mr. Michael Buckley and Mr. Luke Crabill. 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. Also present were 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.

Mrs. Sauter made a motion, seconded by Mr. Huffman to approve the minutes of the August 7, 2023 Committee of the whole meeting and the August 14, 2023 Regular meeting of the Board of Directors. By voice vote, the motion was carried.

Mrs. Farnham 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	\$ 2,946,397.71	
Deposits	13,389,071.56	
Withdrawals	<u>8,805,460.02</u>	
Balance 9/1/23		\$7,530,009.25

PSDLAF Flex CD

Previous Balance	\$6,457,235.08	
Deposits	1,530,047.03	
Withdrawals	<u>14,531.18</u>	
Balance 9/1/23		\$7,972,750.93

PSDLAF Bond 2019

Previous Balance	\$1,018,117.10	
Deposit	4,093.84	
Withdrawals	<u>366,877.92</u>	
Balance 9/1/23		\$655,333.02

PSDLAF Capital Reserves

Previous Balance	\$932,204.64	
Deposits	4,033.23	
Withdrawals	<u>109,390.12</u>	
Balance 9/1/23		\$826,847.75

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

Mrs. Sauter made a motion, seconded by Mr. Flickinger 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 #10008939 to #10009061. Void Check #10008967. Pay Wires #8000000437 to #8000000448. ACH Debits #9000033662 to #9000034448. The total amount of General Fund items paid is \$4,035,224.52. Capital Reserve invoice to include Checks #30000162 to #30000164 in the amount of \$109,390.12 were paid. Food Service invoices to include Checks #50001229 to #50001239. Total Food Service fund payments in the amount of \$62,626.20 were paid. Construction Bond invoices were paid to include Checks #45000522 to #45000528 in the amount of \$366,877.92.

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 for the proposal from K&W Designing Environments and Crabtree, Rohrbaugh, & Associates for Conewago Township Elementary School.

CTE Proposal Memorandum  
CTE Proposal

4. **(Finance)** Recommend approval for the proposal from K&W Designing Environments and Crabtree, Rohrbaugh, & Associates for New Oxford Elementary School.

NOE Proposal Memorandum  
NOE Proposal

5. **(Finance)** Recommend approval of the Contract for Professional Services between Pennsylvania School Boards Association (PSBA) and Conewago Valley School District for a compensation analysis and market assessment for a total cost of \$6,400.

PSBA Contract

6. **(Finance)** Recommend the Board of Directors of the Conewago Valley School District does hereby authorize the Administration to work with PFM Financial Advisors, as Financial Advisor and Stock and Leader LLP, as Bond Counsel and Solicitor, in conjunction with the issuance of the General Obligation Bonds, Series 2023 via Internet Auction for the purpose of financing various capital projects, in an amount not-to-exceed \$15,000,000.
7. **(Finance)** Recommend a motion to approve Resolution #129 adding certain property in Conewago Township to the District's LERTA program.
8. **(Finance)** Recommend a motion to approve Resolution #130 adding certain property in Berwick Township to the District's LERTA program.

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

Ms. Gouker made a motion, seconded by Mrs. Sauter to:

1. **(Ways & Means/Curriculum)** Recommend approval of the Memorandum of Understanding between Adams County Children and Youth and Conewago Valley School District for the period of 3 years, ending June 30, 2026.
2. **(Ways & Means/Curriculum)** Recommend adopting the following new updates and new Board Policies below:
  - Updated Board Policy 202 - Eligibility of Non Resident Students
  - Updated Board Policy 251 - Students Experiencing Homelessness, in Foster Care, and/or Experiencing Educational Instability
  - Updated Board Policy 805 - Emergency Preparedness and Response
  - New Board Policy 805.2 - School Security Personnel
  - New Board Policy 805.3 - School Security Personnel Weapons
  - New Board Policy 805.4 - Use of Force
3. **(Ways & Means/Curriculum)** Recommend approval to retire Board Policy 255 - Educational Stability for Children in Foster Care, due to the contents now covered in Policy 251.
4. **(Ways & Means/Curriculum)** Recommend approval of the Letter of Agreement between Wellspan Philhaven and Conewago Valley School District regarding Family Based Mental Health Services from January 1, 2024 through January 1, 2026.
5. **(Ways & Means/Curriculum)** Recommend approval of the list of additional field trips below for the 2023-2024 school year.

### CVSD 2023-2024 Field Trip Requests

Building	Last Name	First Name	Grade	Date	Title/Place	Cost to District
NOHS	Plotica	Jeanne	11 & 12	9/18/2023	Art 4/Portfolio Walking to New Oxford Square	0
NOHS	Shaffer-Tomecek	Crystal	11 & 12	10/13/2023	Small Business Trip to L2 Brands	75.62
NOE	Cobb	Christopher	K-3	10/17/2023	Race for Education	0
NOHS	Martin	Travis	10 & 11	10/18/2023	Health and Physical Education	0
NOHS	Bajaj	Monica	9-12	10/18/2023	Business Class to Deja Brew	0
NOHS	Bajaj	Monica	9 - 12	10/27/2023	Intro to Business to Deja Brew	0
NOHS	Tornabene	Chiara	11 & 12	11/10/2023	Earth Science to Immaculate Conception Cemetery	0
NOHS	Kline	Tyler	9-12	TBD	Applied Technology to Walking Photography Tour of New Oxford Circle	0
NOHS	Hunt	Brian	9-12	TBD	Applied Technology to Walking Photography Tour of New Oxford Circle	0

6. *(Ways & Means/Curriculum)* Recommend approval of the list of additional professional development and conferences below for the 2023-2024 school year.

**CVSD 2023-2024 Professional Development Requests**

Building	Last Name	First Name	Date	Title/Place	Cost to District
CVIS	Manari	Christen	10/24/2023 - 10/26/2023	Basic Restorative Practices Training	450
CVIS	Manari	Christen	12/7/2023	PBIS Coaching Series	0
CVIS	Manari	Christen	1/30/2024	PBIS Coaching Series	0
CVIS	Manari	Christen	3/26/2024	PBIS Coaching Series	0
CVIS	Peterman	Kristina	10/19/2024	MTSS Leadership Series	453.75
CVIS	Rios	Jessica	10/19/2023	MTSS Leadership Series	453.75
CVIS	Manari	Christen	10/19/2023	MTSS Leadership Series	0
DO	Trovato	Charles	10/10/2023	Fall PennSEL Network	0
NOHS	Olewiler	Kara	10/10/2023	Fall PennSEL Network	302.50
NOHS	Myers	Shawn	September	FrAYSTEEL Technology and Engineering Education Leadership	151.25
NOSH	Olewiler	Kara	10/2/2023	FrAYSEL Network	151.25
CVIS	Knott	Joanna	September	FrAYSTEEL Technology and Engineering Education Leadership	151.25
CTE	Gantz	Melissa	September	Bridges Math Intervention Virtual Training	75
NOE	McWilliams	Kelly	September	Bridges Math Intervention Virtual Training	75
CVIS	Manari	Christen	11/1/2023	Integrated PaPBS Network and MTSS Implementers Forum	242.92
NOE	Stiner	Jenna	September	SCM Certification Training	1,589
CTE	Crabbs	Darrell	September	SCM Certification Training	1,909.95

DO	Sprankle	Ashley	4/8/2024	SNAPa Director's Workshop	350
DO	Sprankle	Ashley	7/29/2024	SNAPa Annual Conference	325
DO	Muller	Matthew	10/23/2023	NASRO	670
DO	SSO	TBD	10/23/2023	NASRO	670

Roll call vote: Mr. Huffman-aye; Mr. Kindschuh-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. Farnham to:

1. **(Personnel)** Recommend acceptance for the resignation of Denise Sponseller, instructional aide at Conewago Valley Intermediate School, effective her last day worked, May 26, 2023.
2. **(Personnel)** Recommend acceptance for the resignation of Travis Martin, chess club coach, effective September 6, 2023.
3. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Tyler Dell, instructional aide at Conewago Valley Intermediate School, such leave to begin approximately August 22, 2023 and extend through October 31, 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 Beth Lee, teacher at Conewago Valley Intermediate School, such leave to begin approximately September 12, 2023 and extend through December 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.
5. **(Personnel)** Recommend approval of the following transfer for the 2023-2024 school year:
  - Jaime McMaster from grade 4 teacher to gifted teacher at Conewago Valley Intermediate School, retroactive to September 11, 2023.
  - Helene Campbell from instructional aide at Conewago Township Elementary School to instructional aide at Conewago Valley Intermediate School, retroactive to September 8, 2023.
  - Taylor Balderas from grade 8 science teacher at New Oxford Middle School to grade 4 teacher at Conewago Valley Intermediate School, retroactive to September 11, 2023.

- Katie Brady from food services worker (Category: Part Time - school term) to instructional aide (Category: Full Time - school term) at the wage established in Addendum A\*(Range 3b), with no change in hourly rate, at Conewago Township Elementary School, retroactive to September 11, 2023.
- Jessica Peres instructional aide at New Oxford High School from 6 hours per day to 7 hours per day, wage range category change from 3b to 3a, with no change in hourly rate, retroactive to August 22, 2023.

6. **(Personnel)** Recommend employment of Haley Still as guidance paraprofessional at New Oxford High School, (Category: Full time - 10 months) at the wage established in Addendum A\*(Range 1d), retroactive to August 16, 2023, pending having met all required Federal, State, and local hiring regulations.
7. **(Personnel)** Recommend approval of the following building substitute teacher 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 - NOE (retro from 9/11/23)

8. **(Personnel)** Recommend approval of the following 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.

Hunter Crabbs                      Bryce Mackes

9. **(Personnel)** Recommend approval of the following 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.

Barbara Redding (retro from 8/22/23)                      Peggy Sue Shope (retro from 9/11/23)  
David Six, Jr. (retro from 9/11/23)

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

Kayla D. Abbott	Mandy D. Ault	Erin V. Baumgardner
Colleen M. Bull	Jennifer R. Carbaugh	Brittany N. Crider
Hallie A. Deardorff	Heather L. Dehoff	Christine E. Downs
Janelle M. Geesey	Anna Green	Katelyn B. Groft
Sarah M. Hagarman	Brandy L. Harman	Travis J. Harman
Connie A. Henry	Jeannette S. Holbrook	Holly M. Kehler
Brandy L. Kelican	Erika R. Laughman	Akeyleean L. Lomauro
Magali Lupian	Joshua L. Mauston	Alison R. McMaster
Jaclyn M. Miller	Kimberly A. Murren	Alexandra M. Myers
Neal J. Navitsky	Brooke A. Parsley	Elizabeth M. Rhoads
Stacia Runkle	Tracy M. Shue	Patricia F. Spencer



Edith L. Staub  
Erica M. Steckel  
Jessica R. Wakelin

Lisa M. Staub  
Wendy B. Stoner  
Trina L. Wigfield

Rachel B. Staub  
Elizabeth A. Swiger

11. **(Personnel)** Recommend acceptance for the resignation of Liam Dwyer, technology specialist at New Oxford Middle School, effective at the end of the day September 29, 2023.
12. **(Personnel)** Recommend acceptance for the resignation of Tanya O'Brien, food service worker at Conewago Valley Intermediate School, September 11, 2023.
13. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Brianna Smith, teacher at Conewago Township Elementary School, such leave to begin approximately November 13, 2023 and extend through March 4, 2024, 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.
14. **(Personnel)** Recommend approval of the following transfer for the 2023-2024 school year:
- Elena Cabrera-Ramos EL instructional aide at Conewago Valley Intermediate School from 6 hours per day to 7 hours per day, wage range category change from 3b to 3a, with no change in hourly rate, retroactive to September 18, 2023.
  - Damiana Melendez EL instructional aide at Conewago Township Elementary School from 6 hours per day to 7 hours per day, wage range category change from 3b to 3a, with no change in hourly rate, retroactive to August 22, 2023.
15. **(Personnel)** Recommend approval of the following 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.
- Morgan Culver      Amanda Jackson      Stephanie Rippeth  
LisaJo Smith      Megan Waltersdorff      Tracy Warner
16. **(Personnel)** Recommend approval of the following 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.
- Wanda J. Carbaugh
17. **(Personnel)** Recommend approval of the following volunteers, pending having met all Federal, State, and local regulations.

Nicholas R. Cross  
Deborah L. Redding

Darla M. Hagerman  
Erick M. Steckel

Erika R. Laughman  
Carl D. Wickline



Roll call vote: Mr. Huffman-aye; Mr. Kindschuh-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. Gouker to:

1. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the New Oxford Flames with BJ Wilke as representative, to use the New Oxford High School auxiliary gymnasium on Sundays, beginning on December 3, 2023 and ending on March 10, 2024 from 12:00 pm to 8:00 pm for indoor 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.
2. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for New Oxford Chamber of Commerce with Jennifer Smith as representative, to use the New Oxford High/Middle and Elementary School parking lots on Saturday from October 28, 2023 from 7:25 am to 5:05 pm for the 16th Annual Harvest Day Festival Parade lineup and vendor parking, 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.
3. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Zumba with Tracy with Tracy Warner as representative, to use the Conewago Valley Intermediate School gymnasium on Sunday, October 15, 2023 from 12:00 pm to 4:00 pm for Zumbathon for a cause, 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 Thanksgiving Day Community Turkey Trot with Angelina Piraino as representative, to use the New Oxford Elementary School cafeteria and parking lot on Thursday November 23, 2023 from 6:45 am to 10:30 am for the Thanksgiving Day Community Turkey Trot, 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.
5. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the New Oxford Junior Baseball with Kevin Strawsbaugh as representative, to use the New Oxford Elementary and Middle Schools outdoor baseball fields A, B, C, E, and F on Sundays, beginning on September 24, 2023 and ending on October 29, 2023 from 2:00 pm to 8:00 pm for fall season youth 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.
6. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the New Oxford High School Basketball Team with Nathan Edwards as representative, to use the New Oxford High School gymnasium on Saturday, October 21, 2023 from 9:00 am to 5:30 pm for Shoot for a Cure Classic, 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.


7. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the Conewago Valley Youth Basketball Association (CVYBBA) with Brandon Horick as representative, to use the Conewago Valley Intermediate School gymnasium on weeknights, beginning on November 6, 2023 and ending on March 15, 2024 from 5:30 pm to 9:00 pm for youth basketball 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.
8. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the Conewago Valley Youth Basketball Association (CVYBBA) with Brandon Horick as representative, to use the Conewago Township Elementary School gymnasium on weeknights, beginning on November 6, 2023 and ending on March 15, 2024 from 5:30 pm to 8:30 pm for youth basketball 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.
9. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the Conewago Valley Youth Basketball Association (CVYBBA) with Brandon Horick as representative, to use the Conewago Valley Intermediate School gymnasium on October 1, 2, 3, and 4, 2023 from 5:30 pm to 9:00 pm for youth basketball tryouts, 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.
10. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the Conewago Valley Youth Basketball Association (CVYBBA) with Brandon Horick as representative, to use the Conewago Valley Intermediate School cafeteria and gymnasium on October 29, 2023 from 5:00 pm to 8:00 pm for youth basketball parent meeting, 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.
11. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the Conewago Valley Youth Basketball Association (CVYBBA) with Brandon Horick as representative, to use the Conewago Valley Intermediate School gymnasium on Saturdays, beginning on December 2, 2023 and ending on February 24, 2024 from 8:30 am to 10:30 am for CVYBBA Little Colonials 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.
12. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the Conewago Valley Youth Basketball Association (CVYBBA) with Brandon Horick as representative, to use the Conewago Valley Intermediate School gymnasium on Saturdays, beginning on December 2, 2023 and ending on March 16, 2024 from 11:00 am to 6:00 pm and on Sundays, beginning December 3, 2023 and ending March 17, 2024 from 12:00 pm to 6:00

pm for CVYBBA 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.

Roll call vote: Mr. Huffman-aye; Mr. Kindschuh-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 8:22 p.m.

Respectfully submitted,

  
Lori/Duncan  
Secretary