



# CONEWAGO VALLEY SCHOOL DISTRICT

130 BERLIN ROAD  
NEW OXFORD, PENNSYLVANIA 17350

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TO: All School Directors, Assistant Superintendent, Secretary, Solicitor, Administrative Team

FROM: Sharon Perry, Ed.D., Superintendent of Schools

DATE: February 2, 2024

RE: Items the Superintendent recommends for study at the School Directors' Committee of the Whole Session - 7:00 P.M. - Monday, February 5, 2024 in the District Boardroom.

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1. Call to Order/Opening Exercises
2. Roll Call
3. [Finance](#)
4. [Ways & Means/Curriculum](#)
5. [Property & Supplies / Use of Facilities](#)
6. [Superintendent's Report](#)
7. [Assistant Superintendent's Report](#)
8. Public Comment for agenda and non-agenda items
9. Items Recommended for Board Action: [Ways & Means/Curriculum](#)
10. [Dates to Remember](#)
11. Adjourn meeting
12. Personnel (To Be Discussed In Executive Session)

- [Link for Public Comment](#)



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TO: All School Directors, Assistant Superintendent, Secretary, Solicitor, Administrative Team

FROM: Sharon Perry, Ed.D., Superintendent of Schools

DATE: February 2, 2024

RE: Items the Superintendent recommends for study at the School Directors' Committee of the Whole Session – Finance

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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:

\$ \_\_\_\_\_  
Check # \_\_\_\_\_ to Check # \_\_\_\_\_  
Wire # \_\_\_\_\_ to Wire # \_\_\_\_\_  
Ach # \_\_\_\_\_ to Ach # \_\_\_\_\_  
Purchase Card # \_\_\_\_\_ to Purchase Card # \_\_\_\_\_  
from the Capital Reserve Account \$ \_\_\_\_\_  
Check # \_\_\_\_\_ to Check # \_\_\_\_\_  
from the Cafeteria Account \$ \_\_\_\_\_  
Check # \_\_\_\_\_ to Check # \_\_\_\_\_  
and from the Construction Account: \$ \_\_\_\_\_  
Check # \_\_\_\_\_ to Check # \_\_\_\_\_  
for a total of \$ \_\_\_\_\_

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 of the General Operating Budget for the Lincoln Intermediate Unit #12 for the 2024-2025 school year.  
[LIU General Operating Budget - 24-25](#)
4. **(Finance)** Recommend approval of the Adams County Technical Institute Authority (ACTIA) - Articles of Incorporation.  
[ACTIA - Articles of Incorporation with Resolution](#)
5. **(Finance)** Recommend approval of the replacement of K-12 Student iPad's through a 4 year lease. Yearly lease payments of \$497,671.00 beginning in the 2024-2025 school year.
6. **(Finance)** Recommend approval of the security camera upgrades/additions for Conewago Valley Intermediate School, New Oxford Middle School, New Oxford High School, Maintenance, Grounds, District Stadium, and New Oxford High School Greenhouse. Paid for with Capital funds not to exceed \$142,000.

[To Agenda](#)



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TO: All School Directors, Assistant Superintendent, Secretary, Solicitor, Administrative Team

FROM: Sharon Perry, Ed.D., Superintendent of Schools

DATE: February 2, 2024

RE: Items the Superintendent recommends for study at the School Directors' Committee of the Whole Session – Ways & Means

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## WAYS & MEANS/CURRICULUM

1. ***(Ways & Means/Curriculum)*** Recommend approval for \_\_\_\_\_ as the representative on the Comprehensive Planning Committee from the Conewago Valley School District Board of Directors.
2. ***(Ways & Means/Curriculum)*** Recommend approval of the Conewago Valley School District Comprehensive Planning Steering Committee Members for 2025-2028.

[CVSD Comprehensive Planning Steering Committee 25-28](#)

3. ***(Ways & Means/Curriculum)*** Recommend approval of the Conewago Valley School District Career and Technology Center Admissions Policy.

[CCTC Admissions Policy](#)

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

<b>CVSD 2023-2024 Professional Development Requests</b>						
<b>Building</b>	<b>Last Name</b>	<b>First Name</b>	<b>Date</b>	<b>Title</b>	<b>Place</b>	<b>Cost to District</b>
DO	Tucker	Carol	April 8-10, 2024	PAEOP Spring Conference	Penn Harris Hotel - Camp Hill	\$365.00
NOHS	Olewiler	Kara	March 12-13, 2024	Spring PennSEL Network Meeting	LIU12	\$302.50
NOHS	Martin	Travis	February 29, 2024	35th Annual Driver Education Instructor Workshop	Center for Traffic Safety York	\$151.25

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

<b>CVSD 2023-2024 Field Trip Requests</b>							
<b>Building</b>	<b>Last Name</b>	<b>First Name</b>	<b>Grade</b>	<b>Date</b>	<b>Title</b>	<b>Place</b>	<b>Cost to District</b>
CVIS	Wildasin	Becky	6th Grade	5/16/2024	Jr. Achievement Biztown	Jr. Achievement York	\$2,450.16
CVIS	Wildasin	Becky	6th Grade	5/17/2024	Jr. Achievement Biztown	Jr. Achievement York	\$2,450.16
CVIS	Wildasin	Becky	6th Grade	5/20/2024	Jr. Achievement Biztown	Jr. Achievement York	\$2,450.16
NOHS	Little	Drew	10th Grade	3/13/2024	10th Grade Career Fair	Gettysburg College	\$1,352.96
CVIS	Hoffman	Jacie	9-12 Grade	3/23/2024	Science Olympiad Competition	Millersville University	\$0.00
NOHS	McLaughlin	Erica	Applied Tech Students	March - May 2024	Photo walk	around New Oxford	\$0.00
NOHS	Olewiler	Kara	9-12 Science National Honor Society Students	3/19/2024	3rd Grade STEM Fair	NOE	\$75.62
NOHS	Olewiler	Kara	9-12 Science National Honor Society Students	3/20/2024	3rd Grade STEM Fair	CTE	\$75.62
NOHS	Mueller	Stephanie	World religion students	4/12/2024	Global Religion Studies	Harrisburg Sai Seva Samithi Hindu Temple - Dillsburg, PA	\$151.25

6. ***(Ways & Means/Curriculum)*** Recommend approval of the following Board Policies in the 000 Section below:

Reviewed: [Board Policy 000 - Board Policy/Procedure/Administrative Regulations](#)

Updated: [Board Policy 001 - Name and Classification](#)

Reviewed: [Board Policy 002 - Authority and Powers](#)

Updated: [Board Policy 003 - Functions](#)

Updated: [Board Policy 004 - Membership](#)

Reviewed: [Board Policy 005 - Organization](#)

Updated: [Board Policy 006 - Meetings](#)

Reviewed: [Board Policy 006.1 - Attendance at Meetings Via Electronic Communications](#)

Reviewed: [Board Policy 007 - Policy Manual Access](#)

Updated: [Board Policy 011 - Principles for Governance and Leadership](#)

7. ***(Ways & Means/Curriculum)*** Recommend approval of the following of Board Operating Guidelines associated with the Board Policies in the 000 Section:

Reviewed: [003-BOG-0. DEVELOPMENT OF BOARD PROCEDURES/POLICY](#)

Reviewed: [003-BOG-1. BOARD PROCEDURE/POLICY DEVELOPMENT PROCESS](#)

Reviewed: [003-BOG-2. POLICY DELIBERATION QUESTIONS](#)

Reviewed: [003-BOG-3. EXCEPTION TO BOARD POLICY/ADMINISTRATIVE REGULATION](#)

[003-BOG-4. REQUEST FOR EXCEPTION TO BOARD POLICY](#)

[004-BOG-0. STATEMENT OF FINANCIAL INTEREST](#)

[004-BOG-1. FILLING A BOARD VACANCY](#)

[004-BOG-2. BOARD OF SCHOOL DIRECTORS VACANCY APPLICATION FORM](#)

[004-BOG-3. REIMBURSEMENT FOR EXPENSES](#)

[004-BOG-4. EXPENSE REPORT](#)

[004-BOG-5. STUDENT REPRESENTATIVE TO SCHOOL BOARD](#)

[004-BOG-7-OATH OF OFFICE CERTIFICATE](#)

[005-BOG-0. DUTIES OF BOARD OFFICERS](#)

[005-BOG-1. BOARD STANDING COMMITTEES](#)

[005-BOG-2. FUNCTIONS OF STANDING COMMITTEES](#)

[005-BOG-5. QUESTIONNAIRE FOR PROSPECTIVE DISTRICT SOLICITORS](#)

[005-BOG-6. EMPLOYMENT OF CONSULTANTS](#)

[005-BOG-7. QUESTIONNAIRE FOR PROSPECTIVE CONSULTANTS](#)

Reviewed: [006-BOG-0. PUBLISH, POST AND NOTIFY - BOARD MEETINGS/ AGENDAS](#)

[006-BOG-1. OFFICIAL BOARD MINUTES](#)

[006-BOG-2. ABSTENTION FOR CONFLICT OF INTEREST MEMORANDUM](#)

[To Agenda](#)



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NEW OXFORD, PENNSYLVANIA 17350

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TO: All School Directors, Assistant Superintendent, Secretary, Solicitor, Administrative Team

FROM: Sharon Perry, Ed.D., Superintendent of Schools

DATE: February 2, 2024

RE: Items the Superintendent recommends for study at the School Directors' Committee of the Whole Session – Property & Supplies / Use of Facilities

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## PROPERTY & SUPPLIES / USE OF FACILITIES

1. ***(Property & Supplies/Use of Facilities)*** Recommend approval of the contract between Michael J. Smith and the Conewago Valley School District for lease of property known as the “Garber Tract” for the period from March 1, 2024 through February 28, 2025.

[Michael J. Smith Contract](#)

2. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Brushtown Bombers with Travis Martin as representative, to use the New Oxford High School Auxiliary Gymnasium from Tuesday, February 13, 2024 through March 5, 2024 on Tuesdays from 6:00 pm to 8:00 pm and from Saturday, February 17, 2024 through March 16, 2024 (excluding March 2nd) on Saturdays from 9:00 am to 10:30 am, for their Bombers Baseball 14U 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.
3. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for MD Hoop Masters with Brandon Horick as representative, to use the New Oxford Middle School Gymnasium from Tuesday, March 19, 2024 through Thursday, June 6, 2024 on Tuesdays and Thursdays from 6:00 pm to 7:30 pm, for their AAU Boys Basketball Team 13U Practice (8 of 10 are CVSD players), 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 Bulldog Baseball Club with Rich Finkenbinder as representative, to use the New Oxford High School Baseball Field from Monday, March 18, 2024 through June 7, 2024 on Mondays, Wednesdays, and Fridays from 6:15 pm to 8:15 pm, for their Bulldog Baseball 13U Baseball 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.

5. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for New Oxford Boys Youth Lacrosse Club with Sarah Clark as representative, to use the New Oxford High School Stadium on Sunday, May 12, 2024 from 12:00 pm to 7:00 pm, for their New Oxford Boys Youth Lacrosse Playoff Game, 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 NOHS Mini-THON with Elizabeth Kreider as representative, to use the New Oxford High School Gymnasium and Auxiliary Gymnasium on Saturday, March 16, 2024 from 12:00 pm to 5:00 pm, for their Mini-THON Dodgeball Tournament, 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 YWCA Hanover, YWCA Gettysburg with Abigail Reichart as representative, to use the Conewago Valley Intermediate School Gymnasium and Cafeteria on Saturday, April 20, 2024 from 7:00 am to 4:00 pm, for their Lessons in Leadership Upper Elementary Summit, 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.

**Brushtown Bombers - Indoor Utility Charge - \$25; Rental Charge - \$80. Total Estimated Cost = \$105.**

**MD Hoop Masters - Indoor Utility Charge - \$50; Rental Charge - \$80. Total Estimated Cost = \$130.**

**New Oxford Boys Youth Lacrosse - Outdoor Utility Charge - \$25; Custodial Charge \$35/hour (4 hours) - \$140.00. Total Estimated Cost = \$165.00.**

**Bulldog Baseball - Outdoor Utility Charge - \$50; Rental Charge - \$100. Total Estimated Cost = \$150.**

**NOHS Mini-THON- Custodial Charge \$35/hour (2 hours) - \$70.00. Total Estimated Cost = \$70.00.**

**YWCA's Hanover and Gettysburg - Indoor Utility Charge - \$25; Rental Charge - \$30; Custodial Charge \$35/hour (4 hours) - \$140.00. Total Estimated Cost = \$195.00.**

[To Agenda](#)



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TO: All School Directors, Assistant Superintendent, Secretary, Solicitor, Administrative Team

FROM: Sharon Perry, Ed.D., Superintendent of Schools

DATE: February 2, 2024

RE: Items the Superintendent and the Assistant Superintendent lists to be shared at the Study Session.

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1. The Superintendent will report on:
  - A. NOE/CTE Building Renovations & Addition Projects
  - B. Health and Safety Plan
  - C. 000's Policies - Second Reading
  - D. Budget Timeline
  
2. The Assistant Superintendent will report on:
  - A. CCTC Admissions Policy
  - B. CCTC 339 Audit - February 21-22, 2024
    - a. Welding
    - b. Engineering
    - c. Family Consumer Science
  - C. Comprehensive Planning Committee Board Member
  - D. Comprehensive Planning Steering Committee
  - E. World Religions Field Trip - Harrisburg Sai Seva Samithi Hindu Temple - Dillsburg, PA

[To Agenda](#)





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FROM: Sharon Perry, Ed.D., Superintendent of Schools

DATE: February 2, 2024

RE: Items the Superintendent recommends for approval at the School Directors' Committee of the Whole Session – Ways & Means

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## WAYS & MEANS/CURRICULUM

1. ***(Ways & Means/Curriculum)*** Recommend approval of the proposed Conewago Valley School District Health and Safety Plan Update for the 2023-2024 school year.

[CVSD Health and Safety Plan Update for 2023-2024 \(2/5/24\)](#)

[To Agenda](#)

## DATES TO REMEMBER

- February 12, 2024 Board Meeting – District Office – 7:30 PM
- February 13, 2024 Finance/Personnel Committee of the Whole - District Office - 6:00 PM
- February 20, 2024 Finance/Personnel Committee of the Whole - District Office - 6:00 PM (if Needed)
- March 4, 2024 Revenues & Tax Rate Proposals - District Office - 6:00 PM
- March 4, 2024 Study Session - District Office - 7:00 PM
- March 11, 2024 Board Meeting – District Office – 7:30 PM
- March 18, 2024 Athletic Sub-Committee Meeting - District Office 6:00 PM
- April 1, 2024 Study Session - District Office - 7:00 PM
- April 8, 2024 Board Meeting – District Office – 7:30 PM
- May 6, 2024 Study Session - District Office - 7:00 PM
- May 13, 2024 Board Meeting – District Office – 7:30 PM
- May 23, 2024 Graduation
- May 24, 2024 Last Day of School for Students and Teachers
- June 3, 2024 Study Session - District Office - 7:00 PM
- June 10, 2024 Board Meeting – District Office – 7:30 PM
  
- July 15, 2024 Study Session and Board Meeting-District Office-6:30 PM
- August 5, 2024 Study Session - District Office - 7:00 PM
- August 12, 2024 Board Meeting – District Office – 7:30 PM
- September 9, 2024 Study Session - District Office - 7:00 PM
- September 16, 2024 Board Meeting – District Office – 7:30 PM
- October 7, 2024 Study Session - District Office - 7:00 PM
- October 14, 2024 Board Meeting – District Office – 7:30 PM
- November 4, 2024 Study Session - District Office - 7:00 PM
- November 11, 2024 Board Meeting – District Office – 7:30 PM
- December 2, 2024 Reorganization Board Meeting-District Office-6:30 PM

[To Agenda](#)