



# CONEWAGO VALLEY SCHOOL DISTRICT

130 BERLIN ROAD  
NEW OXFORD, PENNSYLVANIA 17350

## BOARD OF SCHOOL DIRECTORS' MEETING – MARCH 11, 2024 A G E N D A

**7:00 pm Study Session/Executive Session; Personnel, Confidential, Legal Information**

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1. Call to Order/Opening Exercises
2. Roll Call
3. Approval of minutes  
Prior Months Minutes - [February 12, 2024](#)
4. Building reports
5. Student report
6. Assistant Superintendent report
7. Superintendent report
8. Public comment on agenda related items
9. [Honors/Recognitions](#)
10. Treasurer's report
11. Recommendations for Board action
  - a. [Finance](#)
  - b. [Ways & Means/Curriculum](#)
  - c. [Personnel](#)
  - d. [Property & Supplies/ Use of Facilities](#)
12. Other business which may properly come before the Board
13. Public comment on non-agenda items
14. [Dates to Remember](#)
15. Adjourn meeting

- [Link for Live YouTube Streaming](#)
- [Link for Public Comment](#)

**PLEASE NOTE: To those in physical attendance in the Boardroom, there is no expectation of privacy if a Board Meeting is live streamed.**



# CONEWAGO VALLEY SCHOOL DISTRICT

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BOARD OF SCHOOL DIRECTORS' MEETING – MARCH 11, 2024

## A G E N D A

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### ITEMS RECOMMENDED FOR ACTION:

#### FINANCE

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:

**\$4,637,999.42**

Check #10009700 to Check #10009834

Wire #8000000518 to Wire #8000000528

Wires include credit card transactions

Ach #9000040486 to Ach #9000041509

from the Capital Reserve Account **\$0.00**

**No Checks**

from the Cafeteria Account **\$78,332.09**

Check #50001359 to Check #50001382

and from the Construction Account Bond 2023: **\$103,370.14**

Check #45000605

for a total of **\$4,819,701.65**

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 acceptance of the annual local audit for the 2022-2023 fiscal year as presented by Kochenour, Ernst, Smyser, & Burg, P.C.
4. **(Finance)** Recommend acceptance of the sealcoating and crack filling of 118,000 square feet at the New Oxford High and Middle School complex, low bid of \$41,000.00, utilizing capital reserve funds.

#### ADDITIONAL FINANCE

5. **(Finance)** Recommend approval of [Resolution #133](#) - Adopting Schedule No. 2003818010 to the Master Lease with Apple, Inc. dated July 1, 2015.

**[To Agenda](#)**

## WAYS & MEANS/CURRICULUM

1. ***(Ways & Means/Curriculum)*** Recommend approval of the contracted services between Laurel Life and Conewago Valley School District for the 2024-2025 school year at a total cost of \$579,960.00.

[Laurel Life CVSD ISS Agreement](#)

[Laurel Life NOHS Transition Classroom](#)

[Laurel Life NOMS Transition Classroom](#)

2. ***(Ways & Means/Curriculum)*** Recommend approval of Felicitas Hutzler from Germany as a foreign exchange student for the 2024-2025 school year. (Host parent: Christine Herbert)
3. ***(Ways & Means/Curriculum)*** Recommend approval of Clémence Picard from France as a foreign exchange student for the 2024-2025 school year. (Host parent: Benjamin Neiderer)
4. ***(Ways & Means/Curriculum)*** Recommend approval of Federico Venturini from Italy as a foreign exchange student for the 2024-2025 school year. (Host parent: Benjamin Neiderer)
5. ***(Ways & Means/Curriculum)*** Recommend approval of amending the members of the Conewago Valley School District Comprehensive Planning Steering Committee Members for 2025-2028.

### **Adding:**

Tara Bolton - NOHS - Parent

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
CTE	Ulsh	Jennifer	3/20/2024	Scaffolding Math Problem Solving Workshop (K-5)	LIU 12	\$151.25
CVIS	Fett	Tommi	3/20/2024	MTSS Leadership Series (Multi Tiered System of Supports)	LIU 12	\$151.25
CVIS	Crabbs	Melissa	3/20/2024	MTSS Leadership Series (Multi Tiered System of Supports)	LIU 12	\$151.25
CVIS	Ingalsbe	Michael	4/9/2024	Science - Shared Waters Workshop	Keystone Kid Space, York, PA	\$151.25
CVIS	Ruffner	Sarah	4/9/2024	Science - Shared Waters Workshop	Keystone Kid Space, York, PA	\$174.77
CVIS	Yingling	Megan	3/20/2024	Scaffolding Math Problem Solving Workshop (K-5)	LIU 12	\$151.25
CVIS	Guiher	Susan	3/20/2024	Scaffolding Math Problem Solving Workshop (K-5)	LIU 12	\$151.25
NOE	Yaukey	Katie	4/9/2024	Science Shared Waters Workshop	Keystone Kid Space, York, PA	\$174.77
NOE	Costello	Rachel	3/20/2024	Scaffolding Math Problem Solving Workshop (K-5)	LIU 12	\$151.25

NOE	Shearer	Jennifer	4/9/2024	Science Shared Waters Workshop	Keystone Kid Space, York, PA	\$151.25
NOHS	Bowman	David	4/18/2024	PMEA All-State In-Service Conference	Erie, PA	\$981.34

7. *(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>							
Building	Last Name	First Name	Grade	Date	Title	Place	Cost to District
NOMS	Schaffer	Josh	8th	5/16/2024	8th Grade End of Year Trip	Hickory Falls. Hanover, PA	\$0.00
NOHS	Kraus	Gene	10th - 12th	4/27/2024	Varsity Club Officer Trip	The MET, NYC	\$0.00
NOHS	Beeman	John	9th & 10th	4/18 - 4/19, 2024	PMEA All-State Modern Band Showcase	Erie, PA	\$647.90
NOHS	Little	Drew	10th & 11th	2/28/2024	Hanover Auto Team - Career Shadow	Hanover	\$3.17

**ADDITIONAL WAYS & MEANS/CURRICULUM**

8. *(Ways & Means/Curriculum)* The Administration recommends approval of the Agreement, Waiver, and Stipulation for Expulsion with a student, dated March 7, 2024.

[To Agenda](#)

## PERSONNEL

1. **(Personnel)** Recommend acceptance for the resignation for the purpose of retirement of Stephanie Spaide, health and physical education teacher at New Oxford High School, effective June 12, 2024.
2. **(Personnel)** Recommend acceptance for the resignation of Julie Sterner, life skills support instructional aide at New Oxford Middle School, effective at the end of the day on February 23, 2024. Julie will be staying on as event staff.
3. **(Personnel)** Recommend acceptance for the resignation of Megan Waltersdorff, instructional aide at New Oxford Elementary School, effective at the end of the day on May 24, 2024.
4. **(Personnel)** Recommend acceptance for the resignation of Jennifer L. Shearer, math curriculum leader (K-3 - New Oxford Elementary School), effective February 26, 2024.
5. **(Personnel)** Recommend amending the following advisors for the remainder of the 23-24 school year:
  - Kristyn Cales - 100% FFA Advisor to 50% FFA advisor effective February 13, 2024.
  - Kelly Kuhn - 50% FFA Advisor effective February 13, 2024.
6. **(Personnel)** Recommend approval of the following transfers for the 2023-2024 school year:
  - Abigail Wynne from PCA at New Oxford Elementary School to PCA at Conewago Township Elementary School, effective February 20, 2024, with no change in pay.
7. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Jennifer Miller, first grade teacher at New Oxford Elementary School, such leave to begin March 29, 2024 and extend through the end of the 2023-2024 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.
8. **(Personnel)** Recommend approval of Jennifer L. Shearer as the Media K-12 Curriculum Leader, retroactive to February 26, 2024.
9. **(Personnel)** Recommend approval of the following current instructional aides to also be approved as classroom monitors for the remainder of the 2023-2024 school term, pending having completed all training and received certifications.  
  

Brandi Cole (retro 2/28/24)	Amy Eash (retro 2/28/24)
Damiana Melendez (retro 2/27/24)	Kristen Schmidt (retro 2/23/24)
10. **(Personnel)** Recommend approval of the following extracurricular assignments for the 2024-2025 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.

<u>NAME</u>	<u>SPRING POSITION</u>	<u>STIPEND</u>
Shawn Miller	Girls Soccer Head Coach	\$3,945.00

- 11. **(Personnel)** Recommend approval of the following day-to-day substitute/guest 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.

Andrew Casher

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

Brown, Steven	Childers, Amanda	Colvin, William
Evans, Jennifer	Faust, Matthew	Fleming, Vickie
Grimes, Melissa	Hossler, Amy	Rippeon, Heather

**ADDITIONAL PERSONNEL**

- 13. **(Personnel)** Recommend acceptance for the resignation of Madison Melton, instructional aide (PCA) at New Oxford Elementary School, effective at the end of the day on May 24, 2024.
- 14. **(Personnel)** Recommend acceptance for the resignation of Lauren Forshey, orchestra teacher at Conewago Valley Intermediate School, effective at the end of the day on May 24, 2024.
- 15. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Tara Wood, reading specialist at Conewago Valley Intermediate School, such leave to begin September 9, 2024 and extend through November 29, 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.
- 16. **(Personnel)** Recommend employment of Kayla Pratt as a personal care aide at Conewago Valley Intermediate School, (Category: Full-time school-term ) at the wage established in Addendum A\*(Range 3a), effective March 18, 2024, pending having met all required Federal, State, and local hiring regulations.
- 17. **(Personnel)** Recommend approval of the following day-to-day substitute/guest 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.

Esther Youker

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

Cartzendafner, Jeffrey	Dusseau, Nathaniel	Mauston, Kristen
Olewiler, Benjamin	Olewiler, Kara	Pritchett, Mikayla
Salazar, Louis	Small, Carrie	

## **PROPERTY & SUPPLIES (USE OF FACILITIES)**

1. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for the New Oxford Football Team with Jason Warner as representative, to use the New Oxford High School Cafeteria on Saturday, March 23, 2024 from 6:00 am to 11:00 am, for a Colonials Football Pancake Breakfast, 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 Conewago Valley Junior Baseball with Kevin Strawsbaugh as representative, to use the New Oxford Middle School outdoor baseball fields A, B, and C, beginning on Tuesday, March 19, 2024 and ending on July 31, 2024 from 4:00 pm to 9:00 pm on weekdays, on Saturdays from 8:00 am to 9:00 pm, and Sundays from 1:00 pm to 7:00 pm for the Conewago Valley Junior Baseball 2024 Spring Baseball Season, 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 BJ Wilke as representative, to use the New Oxford High School softball field from Thursday, March 21, 2024 through August 1, 2024 daily from 5:30 pm to 8:30 pm, for the Flames Softball 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.
4. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for New Oxford Twins Baseball with Jeremiah Gollin as representative, to use the New Oxford High School baseball field, beginning on Tuesday, May 28, 2024 and ending August 6, 2024 from 6:00 pm to 8:30 pm on Tuesdays and Thursdays, and on Sundays from 1:00 pm to 6:00 pm for the South Penn Baseball Season, 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 New Oxford Football Team with Jason Warner as representative, to use the New Oxford High School Stadium from 8:00 am to 2:00 pm on Saturday, June 1, 2024 (with set up on Friday, May 31st and stadium locked if possible overnight) for The Lineman's Challenge, 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 Band Boosters with Shawn Campopiano as representative, to use the New Oxford High School stadium, (cafeteria for inclement weather only), campus fields, and parking lots on Saturday, September 14, 2024, from 12:45 pm to 11:00 pm for the Colonial Classic Marching Band Competition, 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 New Oxford Band Boosters with Shawn Campopiano as representative, to use the New Oxford High School Stadium, (cafeteria, gymnasium, and music classroom 618 for inclement weather only), and parking lots, Conewago Valley Intermediate School indoor restrooms, and parking lots, and from 8:00 am to 11:00 pm on Saturday, November 2, 2024 for the Cavalcade of Bands Championships, 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 Thanksgiving Day Community Turkey Trot with Angelina Piraino as representative, to use the New Oxford Elementary School cafeteria and parking lot on Thursday November 28, 2024 from 6:00 am to 12:00 pm for the Thanksgiving Day Community 5K 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.

**New Oxford Football Breakfast - Indoor Utility Charge - \$25; Custodial Charge - \$70. Total Estimated Cost = \$95.**

**New Oxford Flames Softball - Outdoor Utility Charge - \$25. Total Estimated Cost = \$25.**

**Conewago Valley Junior Baseball - Outdoor Utility Charge - \$25. Total Estimated Cost = \$25.**

**New Oxford Twins Baseball - Outdoor Utility Charge - \$50. Field Usage Charge - \$100. Total Estimated Cost = \$150.**

**New Oxford Football Lineman's Challenge - Indoor Utility Charge - \$25; Custodial Charge - \$70. Total Estimated Cost = \$95.**

**New Oxford Band Boosters Colonial Classic Competition - Indoor Utility Charge - \$25. Custodial Charge - \$140 (4 hours @ \$35 per hour). Total Estimated Cost = \$165.**

**New Oxford Band Boosters Cavalcade of Bands Championships - Indoor Utility Charges - \$75. Custodial Charge - \$140 (4 hours @ \$35 per hour). Total Estimated Cost = \$215.**

#### **ADDITIONAL PROPERTY & SUPPLIES / USE OF FACILITIES**

N/A

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## **DATES TO REMEMBER**

- **March 18, 2024**                      **Athletics Board Sub Committee Meeting - District Office-6:00 PM**
- **March 19, 2024**                      **Board Policy Sub Committee Meeting - District Office - 6:00 PM**
- **April 1, 2024**                         **Present Final Proposed Budget - District Office 7:00 PM**
- **April 1, 2024**                         **Study Session - District Office 7:00 PM**
- **April 8, 2024**                         **Adopt Proposed Budget – District Office 7:30 PM**
- **April 8, 2024**                         **Board Meeting – District Office 7:30 PM**
- **May 6, 2024**                          **Study Session - District Office 7:00 PM**
- **May 13, 2024**                         **Adopt Final Budget – District Office 7:30 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**

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# CONGRATULATIONS!

Congratulations to Ryan Carver who was selected as the New Oxford High School Rotary Student of the Month for February!

Congratulations to Liam Rosenbach for being one of 5 students nominated for the Winter Sports Athlete of the Week in the Gettysburg Times for the week of February 12, 2024.

## *College Acceptance and Scholarship Monies Awarded*

<i>First Name</i>	<i>Last Name</i>	<i>College Accepted To:</i>	<i>Scholarship \$ Awarded To Date</i>
			<i>\$1,056,000.00</i>
Kylie	Adams	Emory & Henry College	84,000.00
Kylie	Adams	Centenary University	----
Kylie	Adams	University of Kentucky	----
Breanna	Kessler	HACC	----
Emily	Mitchell	IUP	
Grace	Barnes	Messiah University	64,000.00
Joslyn	Loss	Penn State Mont Alto	----
Emily	Mitchell	IUP	20,000.00
Noah	Campbell	PennState	----
Marly	Hess	McDaniel College	136,000.00
Kylan	Lamke	Bloomsburg - Commonwealth University	----
Adrianna	Flory	Elizabethtown College	----
Brennan	Holmes	Duquesne University	80,000.00
Brennan	Holmes	Bloomsburg - Commonwealth University	----
Brennan	Holmes	Shippensburg University	12,000.00
Brennan	Holmes	Kutztown University	8,000.00
Brennan	Holmes	East Stroudsburg University	10,000.00
Samantha	Hoover	Shippensburg University	----
Samantha	Hoover	Messiah University	56,000.00
Samantha	Hoover	Millersville University	8,000.00
Samantha	Hoover	Wilson College	36,000.00

Samantha	Hummer	Bloomsburg - Commonwealth University	----
Joshua	Rohrbaugh	PennState	----
Madelyn	Bell	Shippensburg University	----
Elaine	Biggerstaff	West Chester University	----
Kylie	Adams	Midway University	32,000.00
Kylie	Adams	Delaware Valley University	88,000.00
Kylie	Adams	Otterbein University	68,000.00
Kylie	Adams	SCAD University-Savannah College of Art & Design	12,000.00
Kylie	Adams	University of Findlay	80,000.00
Kylie	Adams	Wilson College	30,000
Ryan	Carver	University of Indianapolis	76,000.00
Zahaira	Escamilla-Cabrera	York College of PA	----

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