

October 14, 2024
Conewago Valley Board Meeting

The regular scheduled meeting of the Board of Directors of the Conewago Valley School District was called to order at 7:36 p.m. Mr. Jeff Kindschuh called the meeting to order. The following members were present: Mr. Eric Flickinger, Mrs. Melanie Sauter, Mr. David Meckley, Ms. Lindsay Krug, Mrs. April Swope, Mrs. Meredith Miller, Mr. William Getz and Mr. Michael Buckley. Also present were Superintendent Dr. Sharon Perry, Asst. Superintendent Dr. Brad Sterner and solicitor Ms. Brooke Say.

An executive session was called to discuss personnel matters and also prior to the start of the meeting.

Approval of minutes for the Committee of the Whole minutes of September 9, 2024 meeting, the September 16, 2024 Regular meeting minutes of the Board of Directors and the Athletics sub-committee meeting minutes of September 23, 2024. By voice vote, the motion was carried and minutes approved.

Mr. Flickinger congratulated the students and other District personnel whose names appear on the monthly congratulations list.

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	\$ 7,802,192.93	
Deposits	24,841,811.02	
Withdrawals	<u>15,859,420.51</u>	
Balance 10/1/24		\$16,784,583.44

PSDLAF Flex CD

Previous Balance	\$11,457,936.18	
Deposits	7,514,858.66	
Withdrawals	<u>0.00</u>	
Balance 10/1/24		\$18,972,794.84

PSDLAF Bond 2019

Previous Balance	\$136,673.85	
Deposit	555.66	
Withdrawals	<u>0.00</u>	
Balance 10/1/24		\$137,229.51

PSDLAF Bond 2023

Previous Balance	\$12,436,021.09	
Deposit	51,947.63	
Withdrawals	<u>124,422.96</u>	
Balance 10/1/24		\$12,363,545.76

PSDLAF Capital Reserves

Previous Balance	\$1,042,077.11	
Deposits	3,012,270.61	
Withdrawals	<u>0.00</u>	
Balance 10/1/24		\$4,054,347.72

Roll call vote: Mr. Meckley-aye; Mrs. Sauter-aye; Ms. Krug-aye- Mr. Flickinger-aye; Mrs. Swope-aye; Mrs. Miller-aye, Mr. Meckley-aye, Mr. Getz-aye and Mr. Kindschuh-aye. Motion was carried.

Mr. Buckley made a motion, seconded by Mrs. Sauter 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:

\$5,119,130.84

Check #10010568 to Check #10010712

Wire #8000000612 to Wire #8000000623

Wires include credit card transactions

Ach #9000047386 to Ach #9000048429

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

No Checks

from the Cafeteria Account **\$91,883.53**

Check #50001479 to Check #50001500

and from the Construction Account Bond 2023: **\$124,422.96**

Check #45000624 to Check #45000628

for a total of **\$5,335,437.33**

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 Resolution #136 and associated documents - for the sale of bonds to fund renovations and additions to Conewago Township and New Oxford Elementary Schools.

[Resolution #136](#)

Roll call vote: Mr. Meckley-aye; Mrs. Sauter-aye; Ms. Krug-aye (items 1 & 2) nay (item 3)- Mr. Flickinger-aye; Mrs. Swope-aye (items 1 & 2) nay (item 3); Mrs. Miller-aye, Mr. Meckley-aye, Mr. Getz-aye and Mr. Kindschuh-aye. Motion was carried.

Mrs. Sauter made a motion, seconded by Mrs. Miller to:

1. **(Ways & Means/Curriculum)** Recommend approval of the Memorandum of Understanding between Wilkes University and Conewago Valley School District for student internships.

[Wilkes University - MOU](#)

2. **(Ways & Means/Curriculum)** Recommend approval of the Affiliation Agreement between Conewago Valley School District and Eastern University.

[Eastern University - Affiliation Agreement](#)

3. **(Ways & Means/Curriculum)** Recommend approval of the Observation Agreement between Conewago Valley School District and Harrisburg Area Community College (HACC) for college students in the education program.

[HACC Observation Agreement](#)

4. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the donation of aluminum hangers and benches from BJ Wilke of Wilke Enginuity, Inc. to the New Oxford High School Athletic Department for the use in the Softball Dugouts, valued at \$6,800.00.
5. **(Ways & Means/Curriculum)** Recommend accepting with appreciation the donation of 73 5-gallon buckets of paint from Giant Foods Corporation to the New Oxford High School Theater Program, valued at \$10,950.00.
6. **(Ways & Means/Curriculum)** Recommend approval of the additional list below of professional development and conferences for the 2024-2025 school year.

CVSD 2024-2025 Professional Development Requests						
Building	Last Name	First Name	Date	Title/Place	Funding Source	Cost to District
NOHS	McLaughlin	Erica	12/10 - 12/11/2024	Elementary & Secondary Technology Conference Lancaster	District	\$611.00
CVIS	Vassallo	Jessica	12/10 - 12/11/2024	Elementary & Secondary Technology Conference Lancaster	District	\$532.00
NOHS	Plotica	Jeanne	2/9 - 2/12/2025	Pete & C 2025 Hershey	District	\$1,036.00

NOHS	Kress	Emily	2/9 - 2/12/2025	Pete & C 2025 Hershey	District	\$257.00
NOHS	Kline	Tyler	5/22/2025	NCCER: Construction Educational Summit Johnstown, PA	District	\$352.00
NOHS	Geiser	Kennedy	10/17- 10/18/2024	Cooperative Education Conference State College	District	\$603.00
NOE	Brinkley	Jennifer	10/29/2024	PASA DLM Training LIU	District	\$151.00
NOHS	Kriel	Jordan	10/29/2024	PASA DLM Training LIU	District	\$151.00
NOMS	Doland	Angela	10/29/2024	PASA DLM Training LIU	District	\$151.00
CTE	Kirchner	Kelly	10/29/2024	PASA DLM Training LIU	District	\$151.00
NOE	Airing	Brianna	1/16/2025	PASA DLM Training LIU	District	\$151.00
NOE	Plank	Michelle	1/16/2025	PASA DLM Training LIU	District	\$151.00
DO	Lovejoy	Joshua	2/26 - 2/28/2025	PASPA Conference	District	\$942.00
NOHS	Alfaro	Janeth	10/23/2024	Translation & Interpretation Certification	Grant	\$150.00
CTE	Melendez	Damiana	10/23/2024	Translation & Interpretation Certification	Grant	\$150.00
NOE	Shearer	Jennifer L.	10/22/2024	Engineering By Design IU 13 Lancaster	District	\$214.00
CTE	Walter- Gebhart	Amy	10/22/2024	Engineering By Design IU 13 Lancaster	District	\$151.00
CVIS	Lynch	Erinne	10/22/2024	Engineering By Design IU 13 Lancaster	District	\$151.00
CVIS	Lynch	Erinne	2/26/2025	Rise & Thrive with Science LIU Part 2	District	\$151.00
CVIS	Lynch	Erinne	12/17/2024	Rise & Thrive with Science LIU Part 1	District	\$501.00

CVIS	Lynch	Erinne	4/10/2025	Rise & Thrive with Science LIU Part 3	District	\$151.00
CVIS	Lynch	Erinne	3/26/2025	FrAYSEL LIU	District	\$151.00
CVIS	Wagner	Shaun	11/13 - 11/15/2024	PBIS-MTSS Advanced Implementation Forum - Hershey	District	\$222.00
CTE	Crabbs	Darrell	11/13 - 11/15/2024	PBIS-MTSS Advanced Implementation Forum - Hershey	District	\$306.00
NOE	Stiner	Jenna	11/13 - 11/15/2024	PBIS-MTSS Advanced Implementation Forum - Hershey	District	\$270.00
NOE	Shearer	Jennifer L.	11/4/2024	FrAYSEL LIU	District	\$151.00
NOE	Lambert	Erin	11/14 - 11/15/2024	PBIS-MTSS Advanced Implementation Forum - Hershey	District	\$193.00
DO	Sterner	Brad	10/23/2024	Federal Programs Regional Workshop Central IU Philipsburg, PA	Grant	\$202.00
NOE	Shearer	Jennifer L.	2/10 - 2/11/2025	Pete & C 2025 Hershey	District	\$533.00
DO	Swift	Linda	11/6 - 11/8/2024	Attendance/Child Accounting Professional Conference 2024 Fall Conference - Hershey	District	\$611.00
DO	Duncan	Lori	3/11- 3/14/2025	PASBO Annual Conference Hershey	District	\$713.00
NOMS	Wilson	Julie	2/4 - 2/11/2025	ServSafe Harrisburg	District	\$496.00
CVIS	McMaster	Jaime	10/24/2024	Gifted Boot Camp LIU	District	\$77.00
NOE	Lambert	Erin	11/12 - 11/13/2024	ASPP 2024 Fall Conference	District	\$357.00

7. *(Ways & Means/Curriculum)* Recommend approval of the additional list below of field trips for the 2024-2025 school year.

CVSD 2024-2025 Field Trip Requests							
Building	Last Name	First Name	Grade	Date	Title/Place	Funding Source	Cost
CVIS	Plank	Jessica	4th grade	5/16/2025	Indian Echo Caverns Hummelstown	PTO	\$1,437.00
CVIS	Plank	Jessica	4th grade	5/14/2025	Indian Echo Caverns Hummelstown	PTO	\$1,437.00
NOE	Chenoweth	Amber	1st grade	4/15/2025	New Oxford Post Office		\$0.00
NOE	Cobb	Chris	K-3	10/30/2024	NOMS - Frozen Performance		\$0.00
CVIS	McLaughlin	Christina	4th-6th grades	10/29/2024	NOMS - Frozen Performance		\$0.00
NOHS	Geiser	Kennedy	11th grade auto tech students	11/18/2024	Hanover Collision Center	District	\$3.60
NOMS	Bowman	Jamie	7th-8th grade ensemble students	12/5/2024	Inn 94	Club	\$168.00
NOE	Slusser	Megan	K-3	4/2/2025	NOHS - Practice	District	\$151.00

NOE	Slusser	Megan	K-3	4/3/2025	NOHS - Practice	District	\$151.00
NOMS	Bowman	Jamie	7th-8th grade Musical students	10/30/2024	CTE - Frozen performance	Club	\$193.00
NOMS	Angelini	Tony	9-12 Ski Club	2/21 - 2/23/2025	Mt. Snow West Dover, VT	Club	\$11,200.00

8. **(Ways & Means/Curriculum)** Recommend approval of the continued Annual Lease Addendum between The Brethren Home Community and the Conewago Valley School District for a portion of 2906 Carlisle Pike which houses the York Adams Academy at a cost of \$2,187 a month, effective October 1, 2024.

[YAA Lease Addendum](#)

Roll call vote: Mr. Meckley-aye; Mrs. Sauter-aye; Ms. Krug-aye- Mr. Flickinger-aye; Mrs. Swope-aye; Mrs. Miller-aye, Mr. Meckley-aye, Mr. Getz-aye and Mr. Kindschuh-aye. Motion was carried.

Mrs. Miller made a motion, seconded by Mrs. Sauter to:

1. **(Personnel)** Recommend acceptance for the resignation of Marilyn Miller, Autism Support Teacher, Conewago Valley Intermediate School, effective at the end of the day on September 20, 2024.
2. **(Personnel)** Recommend acceptance for the resignation of Todd Hirneisen, Mathematics Teacher at New Oxford High School, effective October 14, 2024.
3. **(Personnel)** Recommend acceptance for the resignation of Margaret Fitzwater, Administrative Assistant to the Assistant Superintendent in the Conewago Valley School District Office, effective at the end of the day on October 25, 2024.
4. **(Personnel)** Recommend acceptance for the resignation of June Bennett, Food Services Worker at Conewago Township Elementary School, effective at the end of the day on October 4, 2024.
5. **(Personnel)** Recommend acceptance for the resignation of Kara Olewiler, Assistant Swim Coach at New Oxford High School, effective September 19, 2024.

6. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Katherine Linn, English Teacher at New Oxford High School, such leave to begin November 19, 2024 and extend through January 13, 2025, 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.
7. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Kathleen Warner, Food Services Worker at New Oxford High School, such leave to begin August 19, 2024 and extend through November 1, 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.
8. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Michael Duncan, Maintenance Worker at Conewago Valley School District, such leave to begin October 8, 2024 and extend through January 8, 2025, 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.
9. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Autumn Forry, 3rd Grade Teacher at Conewago Township Elementary School, such leave to begin approximately March 24, 2025 and extend through May 19, 2025, 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.
10. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Elizabeth Coover, 4th Grade Teacher at Conewago Valley Intermediate School, such leave to begin October 14, 2024 and extend through November 13, 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.
11. **(Personnel)** Recommend employment of Sarah Gaffney as a Library Aide at New Oxford High School, (Category: Full-time school-term) (Wage Range 3b), retroactive to September 23, 2024, pending having met all required Federal, State, and local hiring regulations.
12. **(Personnel)** Recommend employment of Abbey DeShong as a Personal Care Aide at Conewago Township Elementary School, (Category: Full-time school-term) (Wage Range 3a), retroactive to September 23, 2024, pending having met all required Federal, State, and local hiring regulations.
13. **(Personnel)** Recommend employment of Allison Garrett as an Autistic Support Aide at Conewago Valley Intermediate School, (Category: Full-time school-term) (Wage Range 3a), retroactive to September 30, 2024, pending having met all required Federal, State, and local hiring regulations.

14. **(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>POSITION</u>	<u>STIPEND</u>
*Jamie Weaver	School Musical/Play Director (HS)	\$1,657.00
Nathan Myers	Boys Basketball Head Coach	\$6,289.94
Ian Bosserman	Boys Basketball Asst. Coach (HS)	\$3,529.80
Brandon Horick	Boys Basketball Asst. Coach (JH)	\$4,923.32
Derek Starner	Boys Basketball Asst. Coach (JH)	\$3,745.86
Jarrod Linn	Bowling	\$1,650.71
*Nathan Culver	Girls Basketball Asst. Coach	\$3,261.00
*Chris Long	Girls Basketball Asst. Coach	\$3,261.00
Ben Olewiler	Swimming Head Coach	\$4,186.47
*Cassandra Beck	Swimming Asst. Coach	\$2,630.00
Brian Martin	Wrestling Head Coach	\$6,467.57
Cody Gladffelter	Wrestling Asst. Coach (HS)	\$3,460.59
Kyle Flickinger	Wrestling Asst. Coach (JH)	\$3,326.22
Travis Martin	Wrestling Asst. Coach (JH)	\$3,611.23

* new to the position

15. **(Personnel)** Recommend approval of the attached list of bus/van drivers approved by Lincoln Coach Lines, Inc. to transport Conewago Valley School District students for the 2024-2025 school year.

[2024-2025 Lincoln Bus/Van Driver Listing](#)

16. **(Personnel)** Recommend approval of the following day-to-day substitute/guest teachers for the 2024-2025 school term, according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Katie Brady (retro 9/24/24)	Alyssa Penner (retro 10/2/24)
Leeanne Poist (retro 9/23/24)	Allison Stadler (retro 10/1/24)

17. **(Personnel)** Recommend approval of the following day-to-day substitute support staff for the 2024-2025 school term, according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Candy Morales (retro 10/1/24)

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

Anstine, Melissa

Groft, Kiley

Hoke, Justin

Jahic, Ilda
Kuhn, Elizabeth
Stadler, Allison

James, Alexandra
Kuhn, Sonya

Kelly, Denise
Shope, Peggy Sue

19. **(Personnel)** Recommend acceptance for the resignation of Dr. Brad Sterner, Assistant Superintendent in the Conewago Valley School District Office, effective no later than January 3, 2025.
20. **(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>POSITION</u>	<u>STIPEND</u>
*Rebecca Yost	Jazz Band (HS)	\$1,052.00
*Darrell Crabbs	Girls Basketball Asst. Coach (HS)	\$3,261.00

* new

21. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Melissa Crabbs, ELA and Social Studies Teacher at Conewago Valley Intermediate School, such leave to begin September 12, 2024 and extend through December 5, 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.
22. **(Personnel)** Recommend employment of Ashley Dillsworth as a Personal Care Aide at New Oxford Elementary School, (Category: Full-time school-term) (Wage Range 3a), effective October 21, 2024, pending having met all required Federal, State, and local hiring regulations.
23. **(Personnel)** Recommend employment of Amanda Edler as a Long-Term Substitute Employee - Autism Support Teacher at Conewago Valley Intermediate School, at a salary equal to Instructional 1, Step 1 of the applicable negotiated agreement, retroactive to September 23, 2024 and ending the last day of the 2024-2025 school year, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
24. **(Personnel)** Recommend approval for the transfer of Patty Musselman from 12 Month Athletic Secretary at New Oxford High School, (Category: Full-time 12 months) (Wage Range 1c), to Administrative Assistant to the Assistant Superintendent, (Category: Full-time 12 months) (Wage Range 1b) effective 10/28/24.
25. **(Personnel)** Recommend approval of the job description for the new position of Junior Systems and Network Administrator.

Junior Systems and Network Administrator Job Description

26. **(Personnel)** Recommend approval of the following day-to-day substitute support staff for the 2024-2025 school term, according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Carina Taylor (retro 10/11/24)

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

Ambrosius, Molly
Hoover, Bradley
Swartz, Janice

Gonzalez, Diana
Lawrence, Jason

Gonzalez, Erika
Redding, Katelynn

Roll call vote: Mr. Meckley-aye; Mrs. Sauter-aye; Ms. Krug-aye- Mr. Flickinger-aye; Mrs. Swope-aye; Mrs. Miller-aye, Mr. Meckley-aye, Mr. Getz-aye and Mr. Kindschuh-aye. Motion was carried.

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

1. **(Property & Supplies/ Use of Facilities)** Recommend approval for the New Oxford Cheer Boosters with Lisa Smith as representative, to use the District Auditorium (waiting area), New Oxford High School Gymnasium (competition), Auxiliary Gymnasium (warm ups), Cafeteria (concessions), and front and rear parking lots on Saturday, October 26, 2024 from 6:00 am to 4:00 pm, for the Colonial Classic Cheer 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.
2. **(Property & Supplies/ Use of Facilities)** Recommend approval for New Oxford Chamber of Commerce with Jennifer Smith as representative, to use the New Oxford Middle School parking lot on Saturday, October 26, 2024 from 10:00 am to 5:00 pm for the Harvest Day Festival and Parade /150th Birthday for the Borough starting point for the parade, 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 the Center for Youth and Community Development with Samiah Slusser as representative, to use the Conewago Valley Intermediate School Cafeteria and a Classroom on Mondays, November 4, 2024 through December 16, 2024 from 5:30 pm to 8:15 pm, for a Strengthening Families Program, 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 Youth Wrestling with Jessica Lawrence as representative, to use the New Oxford Middle School Auxiliary Gym weekly on Mondays and Wednesdays from November 11, 2024 through February 26, 2025 from 6:00 pm to 8:30 pm, for New Oxford Youth Wrestling 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.

5. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for New Oxford Youth Wrestling with Jessica Lawrence as representative, to use the New Oxford High School Gymnasium, Classroom, Cafeteria and Parking lots weekly on Saturday, January 4, 2025 from 7:00 am to 6:00 pm, for New Oxford Youth Wrestling League Match, 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 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 6, 2025 from 7:00 am to 9:00 pm, Saturday, June 7, 2025 from 7:00 am to 5:00 pm and on Sunday, June 8, 2025 from 12:00 pm to 9:00 pm, for the Vibe Performing Arts 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.

Roll call vote: Mr. Meckley-aye; Mrs. Sauter-aye; Ms. Krug-aye- Mr. Flickinger-aye; Mrs. Swope-aye; Mrs. Miller-aye, Mr. Meckley-aye, Mr. Getz-aye and Mr. Kindschuh-aye. Motion was carried.

By common consent and action, Mr. Kindschuh adjourned the meeting at 8:03 p.m.

Respectfully submitted,



Lori Duncan
Secretary