



CONEWAGO VALLEY SCHOOL DISTRICT

130 BERLIN ROAD
NEW OXFORD, PENNSYLVANIA 17350

BOARD OF SCHOOL DIRECTORS' MEETING – DECEMBER 2, 2024 REORGANIZATION AGENDA

6:30 pm Executive Session and Reorganization Meeting

1. Call to Order/Opening Exercises
2. Roll Call of Holdover School Directors
3. [Reorganization Meeting](#)
4. Adjourn Reorganization Meeting

[To the Regularly Scheduled Board Agenda](#)



**CONEWAGO VALLEY SCHOOL DISTRICT
AGENDA FOR REORGANIZATION MEETING
6:30 P.M. - DECEMBER 2, 2024**

DISTRICT OFFICE BOARD ROOM

President to call the meeting to order/Opening Exercises. (BP 005)

Secretary to report that the meeting has been duly called. (Sec. 402 - School Code - BP 005)

"The meeting has been duly called, that is due notice was given to each Board Director as required by school code."

Roll call of all hold-over School Directors.

Election of temporary president from among hold-over Directors.

(All members are hold-over Directors).

ELECTING A TEMPORARY PRESIDENT

The returning President, the Board Secretary, or the Solicitor may begin the meeting as follows: "I will now open the floor for nominations for a temporary President to be elected from the hold-over Board Directors".

Board Director: "I nominate _____. ["Is there a second?"]

Are there any other nominations? [Pause] If there are no other nominations, the nominations will be closed. All of those in favor of _____ as temporary President indicate by saying aye. Those opposed indicate by saying no. _____ is now appointed as temporary President."

Secretary - Communications - Notice of election of new Board Directors. (Secs. 320 and 402)

"The Board Directors are all hold-over Directors. There are no new Directors."

Are all Directors qualified? (Sec. 402) i.e. eligible as per Secs. 322 and 323

"All Board Directors are qualified as eligible to be a Board Director."

Administration of oath to "new Board Directors" may be done by the temporary President. (BP 005).

"There are no new Board Directors."

Election of a President to serve for one year. Temporary President presiding. (Sec 404 - BP 005)

ELECTING A BOARD PRESIDENT

Temporary President: "I will now open the floor for nominations for Board President."

Board Director: "I nominate _____ as President." ["Is there a second?"]

Temporary President: "Are there any other nominations?" [Pause]

If none, use Option 1 below, if there is more than one (1) candidate, use option 2.

Option 1:

"As only one person was nominated, we will vote by voice vote [or you can do a roll call, initially]. If the result of the voting by voice vote is unclear, a roll call vote may be used. All those in favor of _____ as Board President indicate by saying aye. Those opposed indicate by saying no.

_____ is now elected as Board President."

Option 2:

"Because there is more than one nominee for Board President, the persons nominated are voted on in the order they were nominated. The first nominee to receive a majority of votes (typically 5 votes) is elected President. If the result of the voting by voice vote is unclear, a roll call vote may be used. The order in which we vote, will be as follows:

_____ (first person nominated)

_____ (second person nominated)

_____ (third person nominated)

_____ (fourth person nominated)

All those in favor of _____ (first person nominated) as Board President indicate by saying aye. Those opposed indicate by saying no.

(If the first person nominated receives majority vote) _____ is now elected as Board President.

(If the first person nominated does not receive a majority vote) _____ did not receive the votes necessary. As such, we will move on to the second person nominated. All those in favor of _____ (second person nominated) as Board President indicate by saying aye. Those opposed indicate by saying no.

(If the second person nominated receives majority vote) _____ is now elected as Board President."

(If the second person nominated does not receive a majority vote, continue until one of the nominees receives a majority vote)

Newly elected President takes the chair to preside over the balance of the meeting.

Election of a Vice-President to serve for one year. (Sec. 404 - BP 005)

*Once a Board President has been elected, the nomination and election of the Vice President takes place, **typically with the new Board President presiding.***

Board President: "I will now open the floor for nominations for Vice President."

Board Director: "I nominate _____ as Vice President." ["Is there a second?"]

Board President: "Are there any other nominations? [Pause]

If none, use Option 1 below, if there is more than one (1) candidate, use option 2.

Option 1:

*"As only one person was nominated, we will vote by voice vote [or you can do a roll call, initially]. If the result of the voting by voice vote is unclear, a roll call vote may be used. All those in favor of _____ as Board Vice President indicate by saying aye. Those opposed indicate by saying no.
_____ is now elected as Board Vice President."*

Option 2:

"Because there is more than one nominee for Board Vice President, the persons nominated are voted on in the order they were nominated. The first nominee to receive a majority of votes (typically 5 votes) is elected Vice President. If the result of the voting by voice vote is unclear, a roll call vote may be used. The order in which we vote, will be as follows:

_____ (first person nominated)

_____ (second person nominated)

_____ (third person nominated)

_____ (fourth person nominated)

All those in favor of _____ (first person nominated) as Board Vice President indicate by saying aye. Those opposed indicate by saying no.

(If the first person nominated receives a majority vote) _____ is now elected as Board Vice President.

(If the first person nominated does not receive a majority vote) _____ did not receive the votes necessary. As such, we will move on to the second person nominated. All those in favor of _____ (second person nominated) as Board Vice President indicate by saying aye. Those opposed indicate by saying no.

(If the second person nominated receives a majority vote) _____ is now elected as Board Vice President."

(If the second person nominated does not receive a majority vote, continue until one of the nominees receives a majority vote)

Setting of times and places for regular meetings. (Sec. 421)

2025 Board Meeting Calendar

Appointment or election of committees for calendar year 2025. (Appointment of committee persons for ACTI (Representative and Alternate), Board Policy Sub-Committee, Athletics Sub-Committee; appointment of PSBA Liaison (typically Board President)) (BP 005)

(In the past, if needed, the President appointed committees within a month, after consulting with the Vice-President and Directors)

Appointment or election of Board Representatives for the following action items on the agenda: Finance, Ways and Means/Curriculum, Personnel, and Property and Supplies/Use of Facilities.

Appointment or election of Earned Income Tax Collection Agency representative for 2025. (Usually done by election and usually is the Business Manager)

Such other business as is proper at the reorganizational meeting.

Adjournment of the reorganizational meeting followed by calling the regularly scheduled meeting to order.

[Back to the Reorganization Agenda](#)



CONEWAGO VALLEY SCHOOL DISTRICT

130 BERLIN ROAD
NEW OXFORD, PENNSYLVANIA 17350

BOARD OF SCHOOL DIRECTORS' MEETING – DECEMBER 2, 2024 A G E N D A

Following the Reorganization Meeting will be the Study Session and the Regular Board Meeting

1. Call to Order/Opening Exercises
2. Roll Call
3. Study Session
4. Approval of minutes
 - [November 4, 2024 - Study Session](#)
 - [November 11, 2024 - Board Meeting](#)
 - [November 14, 2024 - Board Policy Sub-Committee Meeting](#)
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 – DECEMBER 2, 2024

A G E N D A

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:

\$6,183,165.08

Check #10010830 to Check #10010983

Wire #8000000639 to Wire #8000000653

Wires include credit card transactions

Ach #9000048484 to Ach #9000051091

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

No Checks

from the Cafeteria Account **\$122,353.03**

Check #50001524 to Check #50001551

and from the Construction Account Bond 2019: **\$9,960.00**

Check #45000538

and from the Construction Account Bond 2023: **\$116,722.12**

Check #45000632 to Check #45000633

for a total of **\$6,432,220.23**

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.

[To Agenda](#)

WAYS & MEANS/CURRICULUM

1. ***(Ways & Means/Curriculum)*** Recommend approval of the Meeting Times for the Board of Directors for 2025.
[2025 Board Meeting Calendar](#)

2. ***(Ways & Means/Curriculum)*** Recommend approval of the attached New Oxford High School Course Selection Guide for the 2025-2026 school year.
[NOHS Course Selection Guide 2025-2026](#)

3. ***(Ways & Means/Curriculum)*** Recommend approval of the Field Placement Affiliation Agreement between Conewago Valley School District and Albright College.
[Albright College - Affiliation Agreement](#)

4. ***(Ways & Means/Curriculum)*** Recommend approval for New Oxford High School to present the Spring Musical entitled *Anything Goes* to the public in March, 2025, retroactive from the November 11, 2024 Board Meeting.

5. ***(Ways & Means/Curriculum)*** Recommend accepting with appreciation the donation of supplies to build the shed at the Colonial Career and Technology Center from Jared Roomsburg and Mike Livelsberger of Schmuck Lumber Co., valued at \$3,000.00.

6. ***(Ways & Means/Curriculum)*** Recommend approval for entering a cooperative sponsorship with Bermudian Springs School District in the sports of Boys and Girls Lacrosse beginning in the 2025 spring season.
[Cooperative Sponsorship of Sports Agreement](#)

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

CVSD 2024-2025 Field Trip Requests							
Building	Last Name	First Name	Grade	Date	Title/ Place	Funding Source	Cost
NOHS	Latshaw	Meghan	11-12	4/12/2025	Prom at Wishaven	Club	
NOMS	Linskog	Shannon	7-8	12/4/2024	APX York Sheet Metal - Site Visit	Grant	\$14.57

8. *(Ways & Means/Curriculum)* Recommend approval of the list of additional professional development and conferences below for the 2024-2025 school year.

CVSD 2024-2025 Professional Development Requests						
Building	Last Name	First Name	Date	Title/Place	Funding Source	Cost
CVIS	Edler	Amanda	1/16/2025	PASA DLM Training Conference at LIU #12	District	\$151.25
CVIS	Gray	Kim	1/16/2025	PASA DLM Training Conference at LIU #12	District	\$151.25
NOHS	Riley	Katie	1/16/2025	PASA DLM Training Conference at LIU #12	District	\$151.25
NOE	Lambert	Erin	12/6/2024	Psychologist Cohort at Biglerville HS	District	\$0.00
NOHS	Bealmear	Patricia	12/11/2024	PDE SAS Institute at Hershey Lodge	District	\$393.62
DO	de Salis	Ashley	12/13/2024	Team Initiated Problem Solving at LIU #12	District	\$0.00
CVIS	Robart	Ashley	12/13/2024	Team Initiated Problem Solving at LIU #12	District	\$151.25
DO	Zepp	Nick	2/9/2025	PETE & C 2025 at Hershey Lodge	District	\$878.67

[To Agenda](#)

PERSONNEL

1. **(Personnel)** Recommend acceptance for the resignation of Denise Staub, food service worker at Conewago Valley Intermediate School, effective November 15, 2024.
2. **(Personnel)** Recommend acceptance for the resignation of Haley Still, guidance paraprofessional at New Oxford High School, effective at the end of the day on December 6, 2024.
3. **(Personnel)** Recommend approval of Samantha Bollinger as the ELA and Social Studies Curriculum Leader at New Oxford Elementary School, effective December 3, 2024.
4. **(Personnel)** Recommend approval for the transfer of Melissa Stalcup from Administrative Assistant to the Director of Special Education at Conewago Valley School District, (Category: Full-time 12 months) (Wage Range 1b), to 10 month Secretary at Conewago Valley Intermediate School, (Category: Full-time 10 months) (Wage Range 1c) effective January 6, 2025, or upon release from current position.
5. **(Personnel)** Recommend approval of a paid and unpaid leave of absence for Brittany Lamke, 10 Month Secretary at Conewago Township Elementary School, such leave to begin January 6, 2025 and extend through February 3, 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.
6. **(Personnel)** Recommend employment of Jessica Schlechter as a Professional Employee - Reading Specialist at New Oxford Elementary School, at a salary equal to Masters +12, Step 10 of the applicable negotiated agreement, effective February 3, 2025, or upon release from previous employer, pending appropriate certification and having met all required Federal, State, and local hiring regulations.
7. **(Personnel)** Recommend employment of Krista Ortman as the Athletic Secretary at New Oxford High School, (Category: Full-time 12 months) (Wage Range 1c), retroactive to November 25, 2024, pending having met all required Federal, State, and local hiring regulations.
8. **(Personnel)** Recommend employment of Erika Laughman as a Personal Care Aide at Conewago Valley Intermediate School, (Category: Full-time school-term) (Wage Range 3a), retroactive to November 21, 2024, pending having met all required Federal, State, and local hiring regulations.
9. **(Personnel)** Recommend approval of the following day-to-day substitute 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.

Kimberly Cherry Mackenzie Hahn
10. **(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.

Denise Staub

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

Brittani Beats
Justin Rutledge

Sara Haning
Virginia Sherman

Beth Harris

[To Agenda](#)

PROPERTY & SUPPLIES (USE OF FACILITIES)

1. ***(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 on Sunday's from, March 30, 2025 through May 4, 2025, from 6:00 pm to 8:00 pm, for Bulldog Baseball Club 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 Bulldog Baseball Club with Rich Finkenbinder as representative, to use the New Oxford High School baseball field on Monday's, Tuesday's, Wednesday's, and Thursday's from, April 7, 2025 through July 21, 2025, from 5:30 pm to 8:00 pm, for Bulldog Baseball Club 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.
3. ***(Property & Supplies/ Use of Facilities)*** Recommend approval for Maryland and Pennsylvania Hoopmasters AAU Basketball Team (8 of 10 players are CVSD students) with Brandon Horick as representative, to use the New Oxford Middle School gymnasium on select Tuesdays, Thursdays, and Fridays from, February 14, 2025 through May 22, 2025 as approved by the athletic director, from 7:00 pm to 8:30 pm, for Maryland and Pennsylvania Hoopmasters AAU 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 High School Girls Soccer Team with Shawn Miller as representative, to use the New Oxford High School Stadium and parking lots on Tuesdays from June 3, 2025 through July 22, 2025, from 6:00 pm to 9:00 pm, for High School Girls Summer Soccer League, 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 Flames with BJ Wilke as representative, to use the New Oxford Middle and High School Softball Fields daily from March 3, 2025 through November 10, 2025, from 5:00 pm to 9:00 pm, for Flames softball 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.

Bulldog Baseball Club (#1 and #2) - \$500.00 Baseball Field Rental Charge. Total Estimated Charges = \$500.00.

MD and PA AAU Hoopmasters Team - \$250.00 gymnasium Rental Charge. Total Estimated Charges - \$250.00.

NOHS Girls Soccer Team - \$75.00 Utility Fee. Total Estimated Charges = \$75.00

New Oxford Flames - \$500 Softball Field Rental Charge. Total Estimated Charges = \$500.00.

[To Agenda](#)

DATES TO REMEMBER

Regular Study Sessions and Board Meetings to be added below after approval.

- December 9, 2024 Committee Mtg. - CTE Financing - District Office - 6:00 PM-8:00 PM
- December 11, 2024 Board Policy - Sub-Committee Meeting - District Office - 6:00-9:00 PM
- January 13, 2025 Facilities Meeting - NOHS - 6:00-7:00 PM
- January 16, 2025 Board Policy - Sub-Committee Meeting - District Office - 6:00-8:00 PM
- February 3, 2025 Committee Mtg. - Personnel - District Office - 6:00-7:00 PM
- February 10, 2025 Facilities Meeting - NOMS - 6:00-7:00 PM
- February 13, 2025 Act 34 Hearing - CTE - 6:00-8:00 PM
- February 18, 2025 Committee Mtg. - Personnel/Finance - District Office-6:00-8:00 PM
- February 25, 2025 Committee Mtg. - Finance - District Office - 6:00-8:00 PM
- March 3, 2025 Committee Mtg. - Finance - District Office - 6:00-7:00 PM
- March 10, 2025 Facilities Meeting - CVIS - 6:00-7:00 PM
- March 13, 2025 Board Policy - Sub-Committee Meeting - District Office - 6:00-8:00 PM
- March 17, 2025 Committee Mtg. - Finance - District Office - 6:00-8:00 PM (if needed)
- April 7, 2025 Committee Mtg. - Budget - Auditorium - 6:00-7:00 PM
- April 14, 2025 Committee Mtg. - Budget - Auditorium - 6:00-7:00 PM
- May 12, 2025 Committee Mtg. - Budget - District Office - 6:00-7:00 PM
- May 13, 2025 Board Policy - Sub-Committee Meeting - District Office - 6:00-8:00 PM

[To Agenda](#)

CONGRATULATIONS!

Congratulations to Lorrie Hrycek on successfully defending her dissertation and earning the title of Dr. Lorrie Hrycek!

Congratulations to Meredith Bergen for being part of the first class to complete Youth Leadership Hanover, in conjunction with the Hanover Chamber of Commerce. The students learned about leadership, community, and civic engagement. They heard from professionals from many different industries, including manufacturing, healthcare, non-profits, and government.

College Acceptance and Scholarship Monies Awarded

<i>First Name</i>	<i>Last Name</i>	<i>College Accepted To:</i>	<i>Scholarship \$</i>
			<i>Awarded To Date</i>
			\$265,000.00
Brylee	Bitting	Shippensburg	\$20,000.00
Kaelyn	Balko	Moravian University	\$160,00.00
Brylee	Sanders	Walk with Scissors - Cosmetology Academy	-----
One'a	Cabbell	Kutztown University	\$4,000.00
		Shippensburg University	\$8,000.00
		Lebanon Valley College	\$27,000.00
		Millersville University	-----
Aubri	Dahler	Bloomsburg Commonwealth University	-----
		York College	\$46,000.00
		Pennsylvania College of Technology	-----
		West Virginia University	-----

[To Agenda](#)