



CONEWAGO VALLEY SCHOOL DISTRICT

130 BERLIN ROAD
NEW OXFORD, PENNSYLVANIA 17350

BOARD OF SCHOOL DIRECTORS' MEETING – DECEMBER 1, 2025 REORGANIZATION AGENDA

7:00 pm 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

7:00 P.M. - DECEMBER 1, 2025

DISTRICT OFFICE BOARD ROOM

President to call the meeting to order. (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."

Election of temporary president from among hold-over Directors.

(Those whose terms expired on the first Monday in December 2025 and were re-elected are not hold-over members.)

ELECTING A TEMPORARY PRESIDENT

The returning President or the Board Secretary 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."

Temporary President: *"Would the Board Secretary please read the certificates of election?"*

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

Board Secretary reads certificates of election.

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" to be done by the temporary President. (BP 005).

CERTIFICATES OF ELECTION AND OATH OF OFFICE

Temporary President: *“The oath of office will now be administered.”*

Oath of office: *“I do solemnly swear or affirm that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.”* (From the School Code Section 3-321)

New Board Directors will sign their Oath of Office Document.

**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 roll call. [Take roll call.]

_____ *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. Roll call vote will be used. The order in which we vote, will be as follows:

_____ (first person nominated)

_____ (second person nominated)

_____ (third person nominated)

_____ (fourth person nominated)

(If the first person nominated receives a 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.”*

(If the second person nominated receives a 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)

The 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 roll call. [Take roll call.]

“ _____ 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. Roll call vote will be used. The order in which we vote, will be as follows:

_____ (first person nominated)

_____ (second person nominated)

_____ (third person nominated)

_____ (fourth person nominated)

(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.”

(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)

[2026 Board Meeting Calendar](#)

Appointment or election of committees for calendar year 2026. 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)

Appointment or election of Earned Income Tax Collection Agency representative for 2026. (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

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NEW OXFORD, PENNSYLVANIA 17350

BOARD OF SCHOOL DIRECTORS' MEETING – DECEMBER 1, 2025 A G E N D A

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

1. Roll Call of Full Board of School Directors
2. Study Session
 - a. [Finance](#)
 - b. [Ways & Means/Curriculum](#)
 - c. [Property & Supplies/Use of Facilities](#)
 - d. [Personnel](#)
3. Approval of Agenda
4. Public comment on agenda related items
5. Approval of minutes
 - [November 3, 2025 - Study Session and Voting Meeting](#)
 - [November 10, 2025 - Board Meeting](#)
6. Student Report
7. Assistant Superintendent report
8. Superintendent report
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

130 BERLIN ROAD
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BOARD OF SCHOOL DIRECTORS' MEETING – DECEMBER 1, 2025

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 as of November 24, 2025:

From the General Fund **\$3,852,951.36**
Check #10012375 to Check #10012458
Wire #8000000816 to Wire #8000000821
Wires include credit card transactions
Ach #9000063035 to Ach #9000063576
from the Capital Reserve Account **\$90,570.55**
Check #30000197 to Check #30000198
from the Cafeteria Account **\$85,008.08**
Check #50001784 to Check #50001804
and from the 2023 Bond Fund: **\$1,845,352.20**
Check #45000708 to Check #45000720
for a total of **\$5,873,882.19**

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 Memorandum of Agreement between the Conewago Valley School District and the Conewago Valley Education Association regarding course credit reimbursement from the closing of the Penn State York Campus be transferred to the Penn State Harrisburg Campus.

[MOA - CVSD/CVEA - Course Credit Reimbursement](#)

4. (*Finance*) Recommend approval of the Memorandum of Understanding between the Conewago Valley School District and the Conewago Valley Education Association regarding the addition of a Roth 403(b) through Security Benefit, Lincoln Investment Planning, and Lincoln Financial Group as an investment option for bargaining unit members.

[MOU - CVSD/CVEA - Roth 403\(b\)](#)

5. *(Finance)* Recommend approval of the Memorandum of Understanding between the Conewago Valley School District and the Conewago Valley Education Association regarding correcting and amending the category of FFA from Category III to Category II in the Extra Curricular Salary Table in Appendix B of the current Collective Bargaining Agreement.

[MOU - CVSD/CVEA - FFA Category Correction](#)

[To Agenda](#)

WAYS & MEANS/CURRICULUM

1. *(Ways & Means/Curriculum)* Recommend approval of the Meeting Times for the Board of Directors for 2026.

[2026 Board Meeting Calendar](#)

2. *(Ways & Means/Curriculum)* Recommend approval of the attached New Oxford High School Course Selection Guide for the 2026-2027 school year.

[NOHS Course Selection Guide 2026-2027](#)

3. *(Ways & Means/Curriculum)* Recommend approval of the list of additional field trips below for the 2025-2026 school year.

CVSD 2025-2026 Field Trip Requests							
Building	Last Name	First Name	Grade	Date	Title/Place	Funding Source	Cost
NOHS	Beeman	John	11	12/10/2025	York College Community Opportunity Scholarship Program at York College	District	\$12.03
NOHS	Little	Drew	N/A	12/11/2025	Taking 4 teachers to Garden Spot HS and Pequea Valley HS	District	\$645.85
NOHS	Jones	Richard	11-12	12/16/2025	CCTC Students to Johnson Controls in York, PA	District	\$214.57
NOHS	Riley	Katie	9-12	12/17/2025	Life Skills Current Event - Movie at Regal West Manchester	Club	\$38.00
NOHS	Shaffer	Crystal	9-12	12/18/2025	FBLA Regional Leadership Conference and Competition at York College	Club	\$624.38
NOMS	Schaffer	Joshua	7-8	12/19/2025	Pizza Garden Reward Lunch in New Oxford	N/A	\$0.00
NOHS	Bowman	David	9-12	1/9/2026	District Chorus to Boiling Springs HS	District	\$1,115.08
NOHS	Gonzalez	Erika	9-12	1/9/2026 - 1/10/2026	PIAA Cheer District III State Championship in Johnstown, PA	Fundraising	\$296.40
NOHS	Mueller	Stephanie	7-12	1/17/2026	Speech & Debate Team Tournament in Shikellamy, PA	Club	\$371.00
NOHS	Kriel	Ashley	4-12	1/17/2026	Orchestra Students to Appell Center	Fundraising	\$559.37

NOHS	Yost	Rebekah	7-12	1/30/2026 & 1/31/2026	ACMEA County Band Festival at Gettysburg High School	District	\$759.26
NOHS	Yost	Rebekah	9-12	2/6/2026 - 2/7/2026	District 7 South Festival at Donegal High School	District	\$175.95
NOHS	Kuhn	Kelly	9-12	2/17/2026	Public Speaking Event at Gettysburg HS	Club	\$31.66
NOHS	Kuhn	Kelly	4-12	2/18/2026	FFA Week at CVIS	Club	\$151.88
NOMS	Angelini	Anthony	7-12	2/20/2026 - 2/22/2026	Ski Club Trip to Seven Springs Resort in Champion, PA	Club	\$740.77
CVIS	McMaster	Jaime	6	2/27/2026	STEM Design Challenge at IU #12 - New Oxford	District	\$0.82
NOHS	Kline	Tyler	11-12	3/6/2026	CCTC Students to Conewago Enterprises in Hanover, PA	District	\$313.90
NOHS	Hunt	Brian	9-12	3/10/2026	SkillsUSA State Competition at Penn College in Williamsport	Club	\$473.50
NOHS	Little	Drew	10	3/11/2026	All 10th grade students to Gettysburg College	Grant	\$1,746.02
NOHS	Yost	Rebekah	8-12	3/14/2026	Indoor Drumline Competition at Hempfield HS	Club	\$498.22
CTE	Shearer	Jennifer	K-2	3/18/2026	Stage the Page at Appell Center in York	Grant	\$2,194.15
NOE	Shearer	Jennifer	K-2	3/19/2026	Stage the Page at Appell Center in York	Grant	\$2,194.15
NOHS	Mueller	Stephanie	9-12	3/19/2026	Speech & Debate State Championship at Bloomsburg University	Club	\$454.50
NOHS	Kuhn	Kelly	9-12	3/19/2026	FFA Speaking Event at Bermudian Springs HS	Club	\$31.66
CVIS	Wagner	Tina	5	3/20/2026	The Battle Museum and Hatter Planetarium at Gettysburg College	PTO	\$575.59
NOHS	Yost	Rebekah	8-12	3/21/2026	Indoor Drumline Competition at Red Land HS	Club	\$392.18
NOHS	Kuhn	Kelly	11-12	3/22/2026	FFA SLLC Conference in Harrisburg, PA	Club	\$334.17
CVIS	Wagner	Tina	5	3/23/2026	The Battle Museum and Hatter Planetarium at Gettysburg College	PTO	\$575.59
CVIS	Wagner	Tina	5	3/24/2026	The Battle Museum and Hatter Planetarium at Gettysburg College	PTO	\$575.59

4. *(Ways & Means /Curriculum)* Recommend approval of the list below of professional development and conferences for the 2025-2026 school year.

CVSD 2025-2026 Professional Development & Conference Requests						
Building	Last Name	First Name	Date	Title/Place	Funding Source	Cost to District
NOHS	Rehm	Bryan	12/16/2025	National Energy Education Development Project 2025 at Constellation Crane Clean Energy in Middletown, PA	District	\$222.65

NOE	Leiphart	Kristin	1/28/2026	PASA DLM Training at IU #12, New Oxford	District	\$151.25
CTE	Reneker	Katie	1/28/2026	PASA DLM Training at IU #12, New Oxford	District	\$151.25
NOE	Salois	Kierra	1/28/2026	PASA DLM Training at IU #12, New Oxford	District	\$151.25
NOMS	Wojno	Booke	1/28/2026	PASA DLM Training at IU #12, New Oxford	District	\$151.25

5. *(Ways & Means/Curriculum)* Recommend approval of the Field Placement Affiliation Agreements between Conewago Valley School District and Kutztown University

[Kutztown University Field Placement Affiliation Agreement](#)

6. *(Ways & Means/Curriculum)* Recommend approval of the PA Special Olympics Unified Champion Schools Partnership Program with Conewago Valley School District.

[Unified Sports Program](#)

[To Agenda](#)

PERSONNEL

1. *(Personnel)* Recommend acceptance for the resignation for the purpose of retirement of Norman Sponseller, Maintenance Worker at Conewago Valley School District, effective February 6, 2026.
2. *(Personnel)* Recommend acceptance for the resignation of Amber Bohli, Food Services Worker at Conewago Valley Intermediate School, effective at the end of the day on November 17, 2025.
3. *(Personnel)* Recommend acceptance for the resignation of Kelsey Mearkle, Administrative Assistant to the Director of Special Education at Conewago Valley School District, effective at the end of the day on December 4, 2025.
4. *(Personnel)* Recommend acceptance for the resignation of Eva Karkuff, Cross Country Varsity Head Coach at New Oxford High School, effective November 19, 2025.
5. *(Personnel)* Recommend acceptance for the resignation of Travis Martin, Boys Tennis Varsity Head Coach at New Oxford High School, effective November 21, 2025.
6. *(Personnel)* Recommend approval of a paid and unpaid leave of absence for Julie Huestis, Instructional Aide at Conewago Township Elementary School, such leave to begin December 4, 2025 and extend through January 15, 2026, providing the employee signs the specified agreement to meet the requirements stated in the “Uncompensated Leave Policy” adopted by the Board on May 12, 2025.
7. *(Personnel)* Recommend approval of the following current instructional aides to also be approved as a classroom monitor, pending having completed all training and received certifications.

LaTonya Pritchett (retro 11/21/25)

8. *(Personnel)* Recommend employment of Morgan Adams as a Life Skills Support Aide at Conewago Valley Intermediate School, (Category: Full-time school term) (Wage Range 3a), effective January 5, 2026, 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 2025-2026 school term, according to the resolutions and regulations stated in the applications, pending having met all required Federal, State, and local hiring regulations.

Hayley Marsh

Olivia Roth

Connor Peterman

John Seitter (retro 11/12/25)

Melissa Smith-Crabbs

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

Jared Bair

Hans Kirchner

Heather Sentz

Vonita Shank

Louis Small

Jennifer Vintigni

PROPERTY & SUPPLIES/USE OF FACILITIES

1. *(Property & Supplies/Use of Facilities)* Recommend approval for New Oxford Boys Youth Lacrosse with Sarah Clark as representative, to use the Conewago Valley Intermediate School multipurpose fields on Tuesday's and Thursday's from, February 24, 2026 through May 21, 2026, from 5:30 pm to 7:30 pm, for New Oxford Boys Youth Lacrosse 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 Boys Youth Lacrosse with Sarah Clark as representative, to use the New Oxford Elementary School grass field on Monday's from, February 23, 2026 through May 18, 2026, from 5:30 pm to 7:30 pm, for New Oxford Boys Youth Lacrosse 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 New Oxford Boys Youth Lacrosse with Sarah Clark as representative, to use the New Oxford High School Stadium on Sunday May 10, 2026, from 12:00 pm to 7:00 pm, for New Oxford Boys Youth Lacrosse Championship 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.

New Oxford Boys Youth Lacrosse (#1) - \$75.00 Outdoor Utility Charge; \$650 for Paint; \$199.50 for Paint Spray Cans. Total estimated charges = \$924.50.

New Oxford Boys Youth Lacrosse (#2) - \$75.00 Outdoor Utility Charge; \$195 for Paint; \$199.50 for Paint Spray Cans. Total estimated charges = \$469.50.

New Oxford Boys Youth Lacrosse (#3) - \$25.00 Outdoor Utility Charge; \$45 for Stadium Lights; \$105.00 for Custodial Services. Total estimated charges = \$175.00.

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DATES TO REMEMBER

- December 8, 2025 Board Policy Sub-Committee Meeting - District Office - 6:00-9:00 PM
- January 26, 2026 Athletics Sub-Committee Meeting - District Office - 6:00-8:00 PM
- March 23, 2026 Board Policy Sub-Committee Meeting - District Office - 6:00-9:00 PM

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

[To Agenda](#)

CONGRATULATIONS!

None

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