

September 22, 2026

The Conestoga Valley School Board met in a School Board Meeting at 7:00 p.m. on Tuesday, September 22, 2026, in the District Administration Board Room, 502 Mount Sidney Road, Lancaster, PA 17602.

School Board Members Present: Idette B. Groff, Kathy Trowbridge, Phil Eby, Mark Gensel, Julie Fisher, Dianna Capka

School Board Members Absent: Philip Benigno, Laura Givler, Dr. Diane Martin

Administrators Present: Adele Huntzinger, Dr. Jill Koser, Dr. Daniel Hartman, Dr. Don Mann, Sarah Schaefer

Administrators Absent: None

Others Present: Marilyn Martin, Katie O'Dell, Mel Upton, Ashley Hardic, Robert Martin, Madeline Evarts, LouAnn Haney, Mike Haney, Lisa Bartelt, Doug Young, Mark Young, Angelique Chelton, Jocelyn Gabriel, Diane Tyson, Lyndsey Nedrow, Isabella Irizarry

Opening/Welcome

Mr. Gensel, Board President, called the meeting to order at 7:00 p.m. and welcomed everyone. He then led the Pledge to the Flag. Marilyn Martin noted that six board members were present with Mr. Benigno, Ms. Givler and Dr. Martin absent. With a quorum in place, the meeting proceeded.

Mr. Gensel asked for a motion to approve the agenda. Mr. Eby motioned and Ms. Trowbridge seconded. A voice vote was conducted and the motion passed unanimously (6/0).

Commentary on District Activity

Board Commendations

1. Thank you to everyone who donated a non-perishable food item (or several items!) at CV's Sept. 4 home game against McCaskey. Several hundred pounds of items were collected and donated to CVCCS as part of CV's annual White Out From Hunger game!
2. Kudos to everyone involved in planning and executing this year's Common Ground conference. This marked the second consecutive year of the conference which serves as a professional development day for CV teachers and focuses on Pennsylvania's Common Ground Framework. A special shoutout to the Common Ground planning committee:
 - Dr. Kelly Galbraith
 - Kim Walton
 - Mel Upton
 - Mike Resh
 - Travis Jones
 - Jennie Harrington
 - Michelle Trasborg
 - Dr. Robin Hamme
 - Katie O'Dell
 - Elizabeth Graham
 - Dr. Matt Fox
 - Adam McGraw
 - Dylan Probst

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- And to the entire tech team who contributed significantly to the entire conference setup and ensured the day ran smoothly from a technology perspective!
3. Congratulations to the newest members of the CVHS National Honor Society. Thirty-four students from the Classes of 2027 and 2028 were officially inducted on Tuesday, Sept. 15.

Superintendent Comments

Dr. Hartman introduced two new staff members:

- Ashley Hardic – Administrative Assistant to the Director of Operations and Director of Transportation
- Robert Martin – Business Education teacher at High School

He also recognized four board members who received the PSBA Honor Roll certificate for their five years of service as board members:

- Mr. Philip Benigno
- Mrs. Dianna Capka
- Mr. Mark Gensel
- Ms. Kathleen Trowbridge

Board Comments

Mr. Gensel mentioned the fall play practices are happening and he attended several crosscountry meets.

Correspondence – Secretary

None

Presentations

Comprehensive Plan Review Presentation

Dr. Hartman, Superintendent, Dr. Koser, Assistant to the Superintendent for Elementary Education, Dr. Mann, Assistant to the Superintendent for Secondary Education, and Ms. Schaefer, Assistant to the Superintendent for Pupil Services, presented Year 2 updates to the CVSD Comprehensive Plan.

Public/Professional/Staff Input

Public Comments

The following residents commented on Policy 123.3 – Sports Sex Eligibility

- Lisa Bartelt
- Angelique Chelton
- Jocelyn Gabriel

Comments from CVEA

None

Comments from Other Employee Groups

None

Consent Agenda

Mr. Gensel requested a motion to approve the Consent Agenda items 5A-5H. Ms. Trowbridge motioned and Mrs. Fisher seconded. A roll call vote was conducted and the motion passed unanimously (6/0).

Item A - Approval of minutes from the August 10 and 17 meetings.

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Item B - Approval of Financial Reports

1. Treasurer's Report
2. Payment of Expenditures Requiring Approval Request to approve payments in the amount of \$5,215,135.
3. There are no budget transfers this month.

TREASURER'S REPORT SUMMARY**August 31, 2026**

Beginning Cash & Investments July 30, 2026	13,276,208
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Receipts

Cash Management, Checking Account:

Daily Deposits, Interest Income	2,244,737	
Tax Deposits	22,664,273	
Federal & State Subsidies	2,192,304	
		27,101,314

Disbursements

Checking Account	5,302,253	
Payroll Account	1,721,266	(7,023,519)

Cash and Investments as of August 31, 2026	33,354,004
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Account Balances August 31, 2026

Cash Management, Checking Account	10,942,187
Payroll Account	37,619
Grant Fund	484,983
Investments	21,889,215

Total Account Balances	33,354,004
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Expenditures Requiring Approval

General Fund	3,241,994
Food Service	110,692
Construction Fund Series 2022	1,862,449

Total	5,215,135
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Item C - Approval of Superintendent's Report

1. RECOMMEND the Board approve the following appointments:
 - a. Tori Byers – Athletic Event Staff, effective September 4, 2026, (pending receipt of all required documentation, clearances, and disclosures), \$varies depending on position
 - b. Ashley Hardic – Administrative Assistant for the Director of Operations and Director of Transportation (M Reed), effective on or about October 5, 2026, (pending receipt of all required documentation, clearances, and disclosures), \$23.50/hour
 - c. Robert Martin – Business Education teacher (Bonadio) at high school, effective on or about October 12, 2026, (pending receipt of all required documentation, clearances, and disclosures), BS+24/Step 14
2. RECOMMEND the Board approve the following changes:
 - a. Makenna Nicarry – change from NHS Advisor 50% at High School to NHS Advisor 100% (Torres 50%), effective for the 2026-2027 school year, Step 3
3. RECOMMEND the Board approve the following resignations:
 - a. Brittany Torres – NHS Advisor 50% at High School, effective for the 2026-2027 school year
 - b. Rebecca Unruh – Set Design for Fall Play, effective September 8, 2026
4. RECOMMEND the Board approves the confidential leaves as listed in Executive Content.
5. RECOMMEND the Board approve the list of district substitutes as attached.
6. RECOMMEND the Board approves the following prospective educator permits as part of Act 86 substitute teaching through STS:
 - a. Emily Stalfire - Millersville University – expected graduation May 2027
 - b. Abigail Forney – renewal
 - c. David Helms – renewal
 - d. Vera Innerst – renewal
 - e. Melanie Balbuena – Millersville University – expected graduation May 2027
 - f. Josiah Stauffer – renewal
 - g. Emma Rizutto – Elizabethtown College – expected graduation May 2028
 - h. Abigail Ames – renewal
 - i. Micah Richardson - renewal

Item D – Approval of Change Orders

Item E - Approval of Transportation Contracts for 2026-2027

Item F - Approval of Test Instruments for 2026-2027 School Year

Item G - Approval of CCIU and Conestoga Valley Marketplace agreement 2026-2027

Item H – Approval of Conrad Weiser Decision SD agreement for 2026-2027 student placement

Action/Discussion Agenda

Item A – Approval of First Reading of District Policies

Mrs. Groff requested the two policies be voted on separately.

Mr. Gensel requested a motion to approve the first reading of district policy 716 - Integrated Pest Management. Mrs. Groff motioned and Mrs. Capka seconded. A voice vote was conducted and the motion passed unanimously (6/0).

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Mr. Gensel requested a motion to approve the first reading of policy 123.3 – Sports Sex Eligibility. Mr. Eby motioned and Ms. Trowbridge seconded. A roll call vote was conducted and the motion passed (5/1) with Mrs. Groff voting No.

Information Agenda

Finance and Operations

No report this month.

Curriculum and Instruction

No report this month.

Federal Funds

No report this month.

Board Reports

IU 13 Reports

No written report this month.

PSBA Report

No written report this month.

Lancaster County Academy

No written report this month.

Lancaster County CTC Report

No written report this month. Mr. Eby reported he has the annual report booklet to share with board members. Mrs. Groff requested to know how many Conestoga Valley High School students did not get their first choice of program.

Construction Team Update

Report attached for review.

Other Reports

None

Public Comments

None

Board Matters

Board Comments/Announcements

None.

Election of PSBA Officers

The slate of PSBA officers was posted for board review. The Board chose not to vote in this election.

Meeting Dates for October 2026:

Monday, October 12 - Work Session

Monday, October 19 - Regular Meeting

Both meetings begin at 7 pm.

Location: District Administration Board Room, 502 Mount Sidney Road, Lancaster, PA 17602

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Mr. Gensel requested a motion to adjourn the meeting to Executive Session for a personnel matter involving the CFOO search discussion with Mr. Templeton. Mrs. Capka motioned and Mr. Eby seconded. The motion passed unanimously (6/0). The meeting adjourned to executive session at 7:49 pm.

Respectfully submitted,

Marilyn S. Martin
School Board Secretary