

Big Spring School District

Newville, Pennsylvania

Board Meeting Minutes

May 5, 2025



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1. Opening Meeting: Call to Order/Pledge - President John Wardle

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 7:30 pm with nine (9) Board of School Directors present: John Wardle, President; Michael Hippensteel, Vice-President; Lisa Shade, Treasurer; Julie Boothe, Secretary; Melissa Bigler, Seth Cornman, David Fisher, Kenneth Fisher, and Frank Myers.

Absent: No absences

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Cristy Lentz, Business Manager; Thomas King, Solicitor; Donna Minnich, Board Minutes; Rob Krepps, Director of Technology; and Darin Baughman, Technology Support.

President Wardle led all individuals present in the Pledge to the Flag.

President Wardle announced the Board met prior to the start of the Committee of the Whole Meeting this evening in Executive Session for legal purposes to discuss a right to know request regarding the appointment of the new Board member and the current Cumberland County lawsuit.

2. Student/Staff Recognition and Board Reports – Nothing Offered

3. Reading of Correspondence – Nothing Offered

4. Recognition of Visitors – 88 visitors signed in for the meeting

5. Public Comment Period

Rosie McCrea offered comments on the last Finance Committee Meeting and the budget. She asked what student services will be affected by a reduction in the proposed student services budget for next year.

Michael Deihl offered a prayer for the students, parents, staff, administration, and Board.

John McCrea sang a few lines he wrote and offered comments of criticism on the vote to fill the vacant Board seat.

Lawrence Flynn offered comments on agenda item 9I and encouraged the Board to vote in favor of pre-employment drug testing.

5. Public Comment Period (continued)

Alison Mellott offered comments on the importance of governing the education of our students, said we cannot make good choices from a place of fear, and said we need to focus on what our students need and not ideology from either side of the spectrum.

Adam Oldham offered comments on integrity, honesty and strong moral principles and said what we do means more than what we say and offered comments on what he said seemed like a power grab at the last meeting.

6. Approval of Minutes

Motion to approve the [DIG Committee Minutes](#) from April 14, 2025 and the [Finance Committee, Committee of the Whole](#) and [Board Meeting Minutes](#) for April 22, 2025 as presented?

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

7. Old Business – Nothing Offered

8. New Business Personnel Items - Actions Items

Unless there is an objection, we will combine all New Business Personnel Action Items listed under #8 into one motion.

8.a. Recommended Approval of Leave Without Pay

Section 6.09 of the contract between the Big Spring Education Association and the Big Spring School District provides "The Board may grant leave without pay to an employee who requests prior approval for such leave." Superintendent Dr. Nicholas Guarente received requests for leave without pay from the following employee:

- Andrea Lehman, Newville Elementary Teacher, is requesting leave without pay for May 21, May 22, and May 23, 2025.
- Tiffany Warner, Oak Flat Teacher, is requesting leave without pay for a half day April 25, 2025 and a half day May 20, 2025.

The administration recommends the Board of School Directors approve the leave without pay requests as presented.

8.b. Recommended Approval of Resignations

Dr. Guarente, Superintendent, received the following staff resignations:

- Travis Barnes provided a letter of resignation from the position of High School Biology Teacher effective the completion of the 2024-2025 school year.
- Timothy Drawbaugh provided a letter of resignation from the position of Director of Maintenance Services effective May 30, 2025.

8.b. Recommended Approval of Resignations (continued)

Scott Penner, Director of Athletics and Student Activities, received the following extra-duty athletic staff resignation:

- Sarah Fletcher provided a letter of resignation from the position of Assistant Swimming Coach.

Nicole Donato, Director of Curriculum and Instruction, received the following extra-duty resignation:

- Micah Artz provided a letter of resignation from the extra-duty position of PD/Wellness Committee Member.

The administration recommends the Board of School Directors approve the resignations as presented.

8.c. Recommended Approval of a High School Business Teacher - Carley Miller

Education:

Business Administration with a major in Accounting - Geneva College (Bachelors Degree)
Business Administration - Geneva College (Masters Degree)

Experience:

Mortgage Loan Officer - Orrstown Bank

The administration recommends the Board of School Directors appoint Carley Miller to the position of High School Business Teacher replacing Brent Duffy who resigned. The compensation for this position should be established at Masters Degree Step 1 \$67,130.00 for the 2025-2026 school year, based on the current contract between the Big Spring Education Association. Employment is contingent upon pending receipt of all required employment documentation including a type 01 Emergency Permit with ongoing compliance of the requirements as defined by the PA Department of Education to maintain an emergency permit until such time as full certification is received.

8.d. Recommended Approval of Professional Staff Transfer

The administration will transfer the professional staff listed below for the 2025-2026 school year. The transfer is in accordance with Board Policy 309, Assignment and Transfer:

Teacher	Transferring From	Transferring To	Replacing
Gregory Ellerman	Special Education Teacher at the Middle School	Special Education Teacher at the High School	Trica Wolfe who retired

The administration recommends the Board of School Directors approve the staff transfer for 2025-2026 as presented.

8.e. Recommended Approval of Extra-Duty Positions

Nicole Donato, Director of Curriculum and Instruction, recommends the following for a 2-year extra-duty position:

- Leah Richwine for the position of Elementary Grade Level Leader for Grade 3

Dr. Nadine Sanders, Assistant Superintendent, recommends the following 2025-2026 Mentor Teacher:

- B. Christie Katora to serve as Mentor to Gregory Ellerman.
- Cherie Powell to serve as Mentor to Carley Miller.

The administration recommends the Board of School Directors approve the extra-duty positions as presented.

8.f. Recommended Approval of Custodial Staff

Cheri Frank, Director of Custodial Services, recommends the following staff for new hire:

- Rodger Crowder for the position of full-time, second shift Custodian at the High School replacing Jennifer Spahr. The starting rate should be \$16.10 per hour for the 2024-2025 school year pending receipt of all required employment documentation. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.
- Leigh Potts for the position of part-time, second shift Custodian at the High School replacing Reid Wilson who was hired to replace James Kiner. The starting rate should be \$16.10 per hour for the 2024-2025 school year pending receipt of all required employment documentation. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.

The administration recommends the Board of School Directors approve for hire the custodial staff as presented.

8.g. Recommended Approval of 2024-2025 Summer School Staff

Nicole Donato, Director of Curriculum and Instruction recommends the individuals listed for the positions noted to assist with Summer School Programs. Compensation for the positions will be based on the Collective Bargaining Agreement for the 2024-2025 school year:

<u>L Name</u>	<u>F Name</u>	<u>Position</u>
Devonald	Stephanie	Elementary Summer School Instructor for Tutoring
Harbaugh	Kennedy	Elementary Summer School Instructor for Tutoring
Hockenberry	Holly	Elementary Summer School Instructor for Tutoring
Steinly	Caitlin	Elementary Summer School Instructor for Tutoring
Ward	Isley	Elementary Summer School Instructor for Tutoring
Foor	Brett	Secondary Summer School Instructor
Pagze	Bethany	Secondary Summer School Instructor
Mianulli	Anna	Secondary Summer School Instructor

The administration recommends the Board of School Directors approve the summer school staff as presented.

8.h. Recommended Approval of Summer Technology Staff

Mr. Robert Krepps, Director of Technology, is recommending two individuals for 2025 Summer Technology positions:

- Logan Rockwell - Summer Technology Student Associate beginning June 2, 2025 working 8 hours a day, 4 days a week at a rate of \$16.58 per hour.
- Brandon Sheller - Summer Technology Student Intern position beginning June 2, 2025 working a total of 200 hours over the summer with compensation provided by Questeq Educational Technology Services.

The administration recommends the Board of School Directors approve the 2025 summer technology staff as presented.

Motion by Mr. Myers was seconded by Mr. Cornman to combine and approve all items in New Business Personnel Action Items 8 (a) through 8 (h) as outlined and recommended above.

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

9. New Business - Actions Items

9.a. Recommended Approval of 2025-2026 Agreements

Dr. Nadine Sanders, Assistant Superintendent has reviewed the [CAIU Title III Memorandum of Understanding](#) for the 2025-2026 school year. The MOU defines how the CAIU Title III Consortium will meet the Title III requirements and details the roles and responsibilities of the member districts and the fiscal agent of the consortium during the 2025-2026 school year.

Scott Penner, Director of Athletics and Student Activities, reviewed the [Fitness Connection Preventive Maintenance Contract](#) for 2025 through 2028 to service weight room and adaptive PE equipment.

Dr. Nicholas Guarente, Superintendent, reviewed the Workforce Development [Proposal](#) for Services with the Carlisle Area Chamber of Commerce and Carlisle Area Chamber Foundation for 2025-2026 to support the Big Spring School District and Carlisle Area School District with the engagement of students from grades 6-12 with area businesses for training development and career exploration opportunities.

The administration recommends the Board of School Directors approve the agreements as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

9.b. Recommended Approval to Dispose of Outdated Science Curricular Materials

The Office of Curriculum and Instruction is requesting permission to dispose of outdated K - 8 Foss Science Kits and Science and Technology Concepts Kits.

The administration recommends the Board of School Directors approve the request to dispose of outdated curriculum materials as presented, per Board Policy 706.1.

Motion by Mr. Myers was seconded by Mr. Cornman

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

9.c. Recommended Transportation Services

The District conducted a Request for Proposal for Transportation Services to begin July 1, 2025. The District received three proposals: two full proposals and one for extra-curricular services only. The vendors who submitted full proposals were Krise Transportation Inc. and Rohrer Bus. Wolf Bus Lines submitted a proposal for extra-curricular transportation services only.

After extensive review and interviews with the two vendors who submitted full proposals, it is recommended the Board of School Directors award a [contract](#) based on the Request for Proposal to Krise Transportation Inc. for a period of five years.

Motion by Mr. Myers was seconded by Mr. Cornman

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

9.d. Voting Delegate for the 2025 PSBA Delegate Assembly

The Pennsylvania School Boards Association invites the Board of School Directors to select 2 voting delegates for the fully in-person 2025 PSBA Delegate Assembly on Tuesday, October 21, 2025 at Kalahari Resorts & Conventions in the Poconos.

The Board of School Directors designates _____ to serve as Big Spring School District's Voting Delegate(s) for the October 21, 2025 PSBA Delegate Assembly.

Motion by Mr. Hippensteel to nominate Seth Cornman was seconded by Mrs. Shade

Motion by Mr. Cornman to nominate David Fisher was seconded by Mrs. Shade

Motion to close nominations by Mrs. Shade was seconded by Mr. K. Fisher

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0 to appoint Mr. Cornman and Mr. Fisher 2025 PSBA voting delegates

9.e. Recommended Approval to Accept and Display Randall Shughart Statue

A representative of West Pennsboro Township contacted the School District requesting to relocate a bronze bust of Randall Shughart, Medal of Honor Recipient for military valor and a 1976 graduate of Big Spring High School, from West Pennsboro Park to the Big Spring High School with no cost to Big Spring for materials and labor of the relocation.

Administration recommends acceptance of the statue for display at the High School as presented.

Motion by Mr. Myers was seconded by Mr. Cornman

Mr. Hippensteel said he would like to recommend the Tempus Club be a part of this process.

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle
Motion Carried unanimously. 9-0

9.f. Recommended Approval of Move to York Adams Interscholastic Athletic Association

Scott Penner, Director of Athletics and Student Activities, recommends the Big Spring School District move interscholastic athletics to the [York Adams Interscholastic Athletic Association](#), leaving the Mid Penn Conference beginning in the 2026-2027 school year.

The administration recommends the move to York Adams Interscholastic Athletic Association as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Mrs. Boothe said she feels it would have been responsible to get a vote from parents and coaches and said we don't have a good amount of information.

Mr. Wardle stated the Athletic Council is a council and not a committee, said they do not normally vote at those meetings, and said he believes the consensus was favorable. He said he personally spoke with many coaches who were favorable and also shared his personal experience coaching for 33 years in the York Adams League which he said was overall a great experience for his students.

Mr. Cornman asked if Mr. Penner would be willing to answer a few questions and said his concern is competitiveness. Mr. Penner said a realignment committee is established every 4 years, said the last process was almost entirely enrollment driven, and said we were placed in a division playing against AA and AAA schools. He said the attractive thing with York Adams is a formula for realignment which takes into account geography, competitiveness in each program and enrollment over a 5 year period. He said he believes the York Adams formula will set us up for the programs doing well to play in a division that is more competitive and the programs that struggle will be moved into a division that would allow them to rebuild and grow some successful experiences.

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle
Motion Carried unanimously. 9-0

9.g. Recommended Approval of Fundraisers

Scott Penner, Director of Athletics and Student Activities, recommends approval of the following fundraisers:

- Youth Soccer Tournament Fundraiser on July 11, 2025 to benefit the Boys Soccer Program in coordination with the Big Spring Area Youth Soccer Association. The tournament will also include having Rita's Ice on site as part of the fundraiser.
- [Marianna's Sub Sale](#) fundraiser September 11 - September 25, 2025 to benefit the Big Spring Student Athlete Leadership Council.

The administration recommends the Board of School Directors approve the fundraisers as presented.

Motion by Mr. Myers was seconded by Mr. Cornman

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

9.h. Recommended Approval of a Field Trip

Middle School Principal, Clarissa Nace, is requesting approval of the following field trip:

- History Club advisors and students to attend the Gettysburg Film Festival on May 8, 2025.

The administration recommends the Board of School Directors approve the field trip request as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

9.i. Election of the Treasurer - One Year Appointment 7/1/2025 - 6/30/2026

Based on Section 404 of the Public School Code of 1949, President Wardle will open the floor to nominations for the office of Treasurer for a one-year appointment beginning 7/1/2025 through 6/30/2026. This is a roll call vote.

Board Treasurer will begin his/her duties July 1, 2025 and run through June 30, 2026.

Mr. Cornman nominated Mrs. Shade for Treasurer which was seconded by Mrs. Boothe. Mrs. Boothe called the roll for the vote to elect Lisa Shade Treasurer:

Bigler – yes

Boothe – yes

Cornman – yes

D. Fisher – yes

K. Fisher – yes

Hippensteel – yes

Myers – yes

Shade – yes

Wardle – yes

Motion Carried unanimously. 9-0 Elected: **Lisa Shade**

9.j. Election of Secretary - Four Year Appointment 7/1/2025 - 6/30/2029

School Boards must appoint a Board Secretary in May of this year to serve a four-year term beginning July 1, 2025 pursuant to section 404 of the School Code. In code, the secretary position must be an appointment of every four (4) years beginning in May, 1953.

Board Secretary will begin his/her duties July 1, 2025 and run through June 30, 2029

Mrs. Shade nominated Mrs. Boothe which was seconded by Mr. Cornman. Mrs. Boothe called the roll for the vote to elect Julie Boothe Secretary:

Bigler – yes

Boothe – yes

Cornman – yes

D. Fisher – yes

K. Fisher – yes

Hippensteel – yes

Myers – yes

Shade – yes

Wardle – yes

Motion Carried unanimously. 9-0 Elected Julie Boothe

9.k. Recommended Approval of ESS Addendum

Dr. Nadine Sanders has reviewed the [Addendum](#) with ESS Support Services, LLC to assist in securing substitute Custodial services. The addendum establishes the hourly rate of pay for the 2024-2025 school year.

The administration recommends the Board of School Directors approve the addendum as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

9.l. Policy for Pre-Employment Drug Screening

Motion to request the solicitor, Thomas King, draft a policy for pre-employment drug screening for all prospective district employees and paid coaches to be presented for future Board approval.

Motion by Mr. D. Fisher was seconded by Mr. Cornman

Mrs. Shade said she researched and found it is not uncommon for schools, understands the desire for safety, is aware of drawbacks and legal concern, and asked Mr. King if many school have similar policies. Mr. King said lots of districts have policies in place but the Board would have to decide how to address things like medical marijuana use.

9.l. Policy for Pre-Employment Drug Screening (continued)

Mrs. Boothe said she discovered last summer we didn't require pre-employment drug testing and said the process is not abnormal in the real world. She said we should know for sure who we are hiring and if we can trust them to be with our students and also said she asked for this in October of 2024 and is thankful it is an agenda item today.

Mr. Myers asked if we are going to check with our teaching candidates if they drink alcohol or swear, said he's never touched drugs in his life and he's not advocating that, but thinks people coming to interview or apply for a teaching position aren't going to be drug felons.

Mr. Cornman said a yes to this item means it is just going to the solicitor who would design something and the issue would come back to the Board for a vote. He said he would be interested to know what such a policy would do for our insurance costs.

Mrs. Boothe shared a few facts from a 2015 Substance Abuse and Mental Health Administration article which estimated 5.5% of all people in educational services have an addiction disorder, shared a few national headline stories, and said it is the responsible thing to do for our students to have a safe school.

Mrs. Shade said she is wondering how much time would be required of Mr. King to draft something and what sort of expense we are looking at for something that may not be adopted. Mr. King said he would estimate 3 – 4 hours of time with additional time possible for revisions. Mr. King reminded everyone this is pre-employment drug testing and not for people currently employed.

Dr. Guarente asked Mr. King how many of the 500 school districts in Pennsylvania have pre-employment drug testing and Mr. King said he couldn't say exactly how many but said there are a number of them. Dr. Guarente said he would like the Board to have the number of how many across the state have pre-employment drug testing and would like to cross reference the schools with pre-employment drug testing with the cases cited by Mrs. Boothe to see if the preventative measures worked or if the incidents happened after people were hired and pre-employment testing had no affect.

Mrs. Shade made a motion to table the item for further information which was seconded by Mr. Hippensteel

Voting Yes to Table: Bigler, Cornman, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Voting No: Boothe and D Fisher

Motion Carried. 7-2

9.m. Recommended Approval of a School Physician and Medical Standing Orders for 2025-2026

Dr. Nadine Sanders, Assistant Superintendent, recommends a [School Physician](#) and [Medical Guidelines/Standing Orders](#) for the 2025-2026 school year:

- Dr. Darryl Guistwite to serve as the School Physician for the 2025-2026 school year for student examinations at a rate of \$15.10 per student exam and a stipend of \$1,000.00
- Medical Guidelines and Standing Orders

- **9.m. Recommended Approval of a School Physician and Medical Standing Orders for 2025-2026 (continued)**

The administration recommends the Board of School Directors appoint Dr. Darryl Guistwite as the school physician and approve the medical guidelines and standing orders for the 2025-2026 school year as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

9.n. Recommended Approval to Award Bid for Cellular Signal Boosting - Summer 2025 Project

At the February 18, 2025 Board Meeting, the Board of School Directors approved the District to complete the Cellular Signal Boosting Project at the High School and engage in the invitation to bid process. The District conducted the invitation to bid process and received two bid proposals.

- [Bolton Install Pros - \\$106,138.99](#)

The administration recommends approval to award the Cellular Signal Boosting Project to Bolton Install Pros in the amount of \$106,138.99 to be paid for from the Pennsylvania Commission on Crime and Delinquency (PCCD) Safety and Security Grant.

Motion by Mr. Myers was seconded by Mr. Cornman

Mr. Cornman stated for the public this is to address cellular dead spots and provide better reception and communication across multiple technologies and Mr. Krepps confirmed that is accurate

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle
Motion Carried unanimously. 9-0

9.o. Recommended Approval to Purchase Middle School Furniture

Administration has discussed the need to replace middle school furniture and has secured a [quotation](#) from Corbett, Inc. for desks and chairs at a total cost of \$205,168.24.

The administration recommends the Board of School Directors approve the purchase of the middle school furniture as presented which will be paid from the general fund budget.

Motion by Mr. Myers was seconded by Mrs. Shade

Mr. Cornman said he had concerns about the costars process and what data was entered there. He said he found similar chairs at half the cost. Mr. Hippensteel asked if the chairs were from the same manufacturer and Mr. Cornman said no. Mr. Cornman said he is concerned we haven't looked at a variety of chairs or companies. Dr. Guarente said this has been a 3 year process of research which predated his arrival as superintendent. He said costars vets the most competitive prices, the KI Company is the most reputable for the furniture in design and warranty, and said alternative options presented to him have been half or one third the warranty.

9.o. Recommended Approval to Purchase Middle School Furniture (continued)

Mrs. Shade said she believes it is important to consider the purchase over a 20 year period, said this purchase seems reasonable to her, said she conducted a product study including a 14 page research report, and said we should not compromise quality.

Mr. Cornman said he looked at similar designs online which cost less, said we are asking tax payers to pay this, and asked what the warranty is for the proposed chairs. Dr. Guarente said the KI warranty is lifetime and said we could spend less money but would not have versatility or durability.

Mr. Hippensteel said he will always choose quality over price, said the chairs are going to last 20 plus years, and said KI is the leader among all state and government agencies for furniture.

Mrs. Boothe said the current proposal does away with casters and Dr. Guarente said casters were not desired. Mrs. Boothe asked which chair the teachers selected and Dr. Guarente said the limelight chair but said students chose the ruckus chair 2 to 1.

Voting Yes: Bigler, Cornman, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Voting No: Boothe and D. Fisher

Motion Carried. 7-2

10. New Business - Information Item

10.a. Local Advisory Committee Agenda and Minutes

The Local Advisory Committee provided a copy of the [Meeting Agenda](#) and [Meeting Minutes](#) from their April 15, 2025 meeting.

10.b. Donation Recognition

The Big Spring School District received two additional monetary donations in memory of Blevens Zinn, a 1973 graduate, which was accepted by Superintendent Dr. Nicholas Guarente to benefit the High School FFA Program.

The Big Spring School District received a monetary donation from the John Graham Trust which was accepted by Superintendent Dr. Nicholas Guarente for student awards for the Class of 2025.

10.c. Contracted Staff Update

Dr. Nadine Sanders, Assistant Superintendent, provides the following Contracted Staff Update:

- Arianna DeVitis has resigned from her position as an ESS Paraprofessional at the Middle School.

10.d. Agriculture Advisory Committee Meeting Agenda and Minutes

High School Agriculture Education Teachers SaraBeth Fulton and Morgan Bear have provided the (OAC) Agriculture Advisory Committee Meeting [Agenda](#) and [Minutes](#) for their April 3, 2025 meeting. Their next meeting is tentatively set for November 6, 2025 at 7:00 pm.

10.e. Oath Administered to New Board of School Director - Melissa Bigler

Melissa Bigler provided a Statement of Financial Interest form and was administered the [Oath of Office](#) on Friday, April 25, 2025 as School Director for the Newville Borough. The updated Board of School Director [Roster](#) has been posted to the web page.

10.f. Leave Request

- Shelli Kent, Supervisor of Food Services, is requesting a leave of absence beginning Tuesday, June 17, 2025 through approximately Tuesday, July 29, 2025 with a return date of Wednesday, July 30, 2025.

According to Family and Medical Leave Policy 335, administrative, professional and support employees may request a leave of absence for specific family and medical issues in compliance with the Family Medical Leave Act.

11. Board Reports

11.a. Athletic Council - Ken Fisher, Mike Hippensteel, Frank Myers, and John Wardle – Nothing Offered

11.b. Building and Property Committee - Melissa Bigler, David Fisher, Mike Hippensteel, and John Wardle - Nothing Offered

11.c. Capital Area Intermediate Unit - Seth Cornman - [CAIU](#) Meeting Dates: Nothing Offered

11.d. Cumberland Perry Area CTC - John Wardle and Mike Hippensteel - Mr. Wardle provided an update on the building project, said they are focused on graduation and celebration of students, and working on student selections for next year.

11.e. DIG Committee - Julie Boothe, Chair Seth Cornman and Lisa Shade – Nothing Offered

11.f. Finance Committee - Melissa Bigler, Julie Boothe, Frank Myers, and Lisa Shade – Nothing Offered

11.g. Future Ready Comp Plan Board Reps - Ken Fisher and Lisa Shade - Nothing Offered

11.h. Policy Review and Development Committee - Seth Cornman, Julie Boothe, David Fisher, and John Wardle – Nothing Offered

11.i. South Central Trust - Seth Cornman - Nothing Offered

11.j. Tax Collection Committee - David Fisher - Nothing Offered

11.k. Wellness Committee - Seth Cornman - Nothing Offered

11.l. Future Board Agenda Items – Nothing Offered

11.m. Superintendent's Report - Dr. Nicholas Guarente

Monthly Enrollment effective April 30, 2025

Total Students Active Enrollment	Cyber Charter School Enrollment Regular Ed	Cyber Charter School Enrollment Special Ed	Approved Home Education	CPACTC
2,353 (including CAOLA and CVA)	142	95	221	118

Dr. Guarente said kindergarten registration has reached 106 students, registration days are happening this week at Oak Flat and Mount Rock and said there is still one day left to register students in time to attend those registration days.

Dr. Guarente said the High School Honor Society Induction is tomorrow evening in the High School Auditorium, the Middle School Spotlight on Learning is Thursday at 4 pm, Mount Rock’s Spotlight on Learning is May 14 at 4:30 pm, and the Newville Time Capsule Opening is May 20 at 4:30 pm.

Dr. Guarente congratulated the CTC Students of the Quarter for Third Marking Period: Alyssa Baer, Colt Clelan, Jillian Livelsberger, Brenna Peddicord, Kaden Rhoads, and Taylor Shade

12. Meeting Closing

12.a. Business from the Floor/Board Member Comment

Mr. Cornman congratulated the Board on getting new furniture for the middle school, said his vote was not about the need for new furniture but the price tag, and said he hopes they are happy with the new desks and chairs.

Mr. Myers welcomed Mrs. Bigler to the Board, said he appreciates the attendance here today of community members who are truly concerned with our Bulldog families, and thanked Mr. Penner for a good job and countless hours for the change of athletic league which he said was not an easy decision but probably the best thing. He also said former Board member Dave Gutshall and his whole family would appreciate your thoughts and prayers.

Mrs. Shade shared the purpose and role of School Board Directors and basic information on Robert’s Rules for meeting structure.

Mr. Wardle said he is thankful for the public being at the meeting sitting through our deliberations and being here as a voice. He said we are here for the kids and the opportunities we want to provide to them. He shared information on graduate Trevor Richwine who he said is 6th in the nation for track and field and said he is thankful for this community’s tremendous generosity during the mountain fires.

12.b. Adjournment


Motion to adjourn the meeting by Mr. Myers was seconded by Mr. Cornman

Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Motion Carried unanimously. 9-0

Meeting adjourned at **8:57 pm, May 5, 2025**

Next scheduled meeting is **May 19, 2025 at 7:30 pm**

A handwritten signature in blue ink that reads "Julie S. Boothe". The signature is written in a cursive style with a large initial 'J' and 'B'.