

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, MARCH 19, 2018

The Big Spring School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, age, religion, and disability in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Superintendent of Schools, Title IX and Section 504 Coordinator, 45 Mt. Rock Road, Newville, PA 17241, at (717) 776-2412.

I. CALL TO ORDER

The Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 8:02 P.M. with President Wilbur Wolf, Jr, presiding. Eight (8) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; William Piper, Secretary; David Gutshall, Treasurer; Todd Deihl, Bob Kanc, Robert Over, and Kingsley Blasco.

Absent – Richard Roush

*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Richard Kerr Jr, Business Manager; Robyn Euker, Director of Curriculum & Instruction; Robert Krepps, Questeq Director of Technology; and Carol Frace, Board Minutes. Curtis Garland and Andy Milone, Valley Times Star.

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE MARCH 5, 2018 REGULAR BOARD MEETING MINUTES, THE MARCH 5, 2018 COMMITTEE OF THE WHOLE MEETING MINUTES, AND THE MARCH 5, 2018 BUILDING AND PROPERTY MINUTES.

Motion by Blasco, seconded by Kanc for approval of the March 5, 2018 Building and Property Minutes; the March 5, 2018 Committee of the Whole Meeting Minutes; and the March 5, 2018 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Over, Kanc, Deihl, and Blasco. Motion carried unanimously. 8 – 0

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Colin Boyd presented a student report.

IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

PASR would like to recognize Ms. Jessica Winesickle and Mr. Bob Wise for their contributions to the students in the Big Spring School District. A \$100 donation will be made in each of their honor to the Bulldog Foundation.

Dr. Fry informed the Board of School Directors that Ms. Jessica Winesickle is our Home and School Visitor. She works closely with students and their families. Mr. Bob Wise has been a bus driver for 33 years. He congratulated both individuals and thanked them for their years of service to the Big Spring School District.

V. FINANCIAL REPORTS – PAYMENT OF BILLS

General Fund	\$ 883,962.18
Capital Projects	\$ 21,500.00
Newville Projects Fund	\$ 14,900.77
Cafeteria Fund	\$ 0.00
Student Activities	<u>\$ 24,482.69</u>
Total	\$ 944,845.64

Motion by Gutshall, seconded by Blasco for approval of General Fund, Capital Projects, Newville Projects Fund, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Over, Deihl, Kanc, and Blasco. Motion carried unanimously. 8 – 0

VI. TREASURER REPORT

General Fund	\$ 19,903,166.75
Capital Reserves Fund	\$ 7,596,123.14
Cafeteria Fund	\$ 466,516.77
Student Activities	\$ 229,476.09
Newville Projects Fund	<u>\$ 9,717,080.43</u>
Total	\$ 37,892,363.18

The Treasurer's Report showed balances as outlined above as of March 19, 2018. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

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VII. YTD GENERAL FUND REPORT AND YTD TAXES

The administration prepared these reports for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year. The YTD Tax report shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion by Blasco, seconded by Swanson to accept Year-to-Date General Fund and Tax Reports as outlined above. Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

Lorraine Ferrell, Diana Mettler, John Mettler, Sarah Enck, Curtis Garland (VTS), Andy Milone (VTS), Charlene D'Amore, Gwen Whisler, Carol Graham, Zach Shatto, Tavia Garland, Brooke Finkenbinder, Denise Eichelberger, Ashlan Houser, Jade Mallin Taylor Shearer, Madison Gutshall, Melissa Negley, Craig Kunkle, Cathy Kunkle, Larry Jones, Alexa Walter, Kendra Shaffer, Donavin Howell, Brian Walter, William Gillet, Olive Diehl, Bob Wise, Pat Wise, Wendy Beitler, Bill August, Julie Walter, Catherine Long, Rebecca Fickel, Heather Fickel, Angela Wilson, Kenneth Fisher, Michelle Cumming, Cindy Kanc, Colin Boyd, Wade Reall, Stephanie Nericcio, and Michael Nericcio.

X. PUBLIC COMMENT PERIOD

Mrs. Carol Graham, 2565 Walnut Bottom Road, Carlisle, PA addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

Ms. Jade Mallin, 15 Watson Drive, Carlisle, PA. Ms. Madison Gutshall 260 Ridge Road Shippensburg, PA. They asked the Board to put an end to school violence. They expressed concerns that students do not feel safe at school. Recent events have taken away from instructional time. We just ask support from the Board as other students have already received the Board support. We do not want to make this about political parties.

Mr. Over inquired if instructional time was lost.

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X. PUBLIC COMMENT PERIOD (...continued)

Mr. August replied that instruction was not lost. Teachers continued to teach to those students that did not participate in the memorial. Students were given time during flextime to make up any instruction that was lost.

Dr. Fry informed the public what is flextime and how it works. It is a time that teachers can call back students for tutoring, remediation, or enrichment.

Mr. Kanc questioned what the students are referring to when they say they have concerns for safety.

Ms. Mallin and Ms. Gutshall answered questioned concerning the walk out. Only 60 students participated in the walk out. Part of the walkout was held in the gym. Students could walk outside to the flagpole for a short memorial. Students were being bullied on both sides of this issue.

President Wolf thanked the students for coming and advising the Board of their concerns.

Dr. Fry informed the Board of School Directors and the public that students came to the administration and asked for the opportunity for their voice to be heard over things happening in the world. This was a student led activity.

Mr. Colin Boyd, 39 Sir William Drive Newville, PA 17241. Colin attended the initial meeting with the administration. This was a student hands on approach. The administration was just there to facilitate and make sure of safety concerns. Officer Gryzbowski, the School Resource Officer was there too. The students were saying what our ideas were. The email was sent from students and sent to others students at the high school. This was completely student run. Every student at the high school received the email.

Mrs. Tavia Garland, 305 Ponderosa Road. The same day as the walk out there was also a College Fair. She expressed concerns to the Board. She questioned if there is also a planned event for April 20th

Mr. Kanc informed the Board that he received many phone calls for safety, disruption of classes, and many rumors that were circulating. As I pursued the answers, I could tell that the initial conversation was tightening. The original plan was for the students to walk outside. Because of concerns, Officer G. suggested that it be held in the gym. Students that did participate were told that they would need to attend flextime for the instruction missed. Two things that I came away with that day were space and respect. You could have heard a pin drop as I stood and watched. There was a raising of a sign, reading of a name, a profile given, and a moment of silence. My hat goes off to the students and the administration for giving them a voice.

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X. PUBLIC COMMENT PERIOD (...continued)

Mr. Brian Walter – 14 Royal Drive Carlisle, PA. Expressed that this was a nationwide political rally sponsored by the Women’s March. It gives the appearance that the Big Spring School District is supporting gun control.

The following parents expressed concerns for student safety, the message of a political rally, the loss of instructional time, disappointment in the administration, students being bullied, the date that was selected, calling it a walkout and not a memorial, and what is the plan for April 20th.

Mrs. Kendra Shaffer, 105 Steelstown Road, Newville, PA

Mrs. Melissa Negley, 2560 Walnut Bottom Road, Carlisle, PA

Mrs. Gwen Whisler, 40 Brandt Lane, Newville, PA

Mrs. Michelle Cumming, 986 Big Spring Road, Shippensburg, PA

Mrs. Wendy Beitler, 316 Wildwood Lane, Newville, PA

Mrs. Julie Lay, 110 Maple Lane, Newville, PA

The following students expressed the following concerns. Safety, student suicide, harassment, bullying, fear, and precedence of any future events.

Taylor Shearer, 4 Sir William Drive, Newville, PA

Rebecca Fickel, 125 Stoughtstown Road, Shippensburg, PA

Alexa Walter, 14 Royal Drive, Carlisle, PA

Colin Boyd, 39 Sir William Drive, Newville, PA

Mrs. Gwen Whisler – 40 Brandt Lane, Newville, PA. As a taxpayer, why are we adding on to Newville Elementary when we just did a building project at Newville? Enrollment is dropping and we continue to do building projects. Enrollment is down 17 percent.

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X. PUBLIC COMMENT PERIOD (...continued)

Mr. Blasco thanked the community for their comments. We look forward to working with the community in the future. Your comments help us know how to move forward.

President Wolf informed the public and Board that he was surprised by the amount of fear from students. It is hard to put your arms around events happening in the world.

Mr. Piper stated that he is not for social media and Facebook. You have to have confidence in your Superintendent. Our Superintendent has a wife and children that went through this school district. He has in his mind at all time on the safety of every students in this school district. He does everything in his power with our help to make sure that every student that walks through these doors are safe. It takes tax dollars to do that.

Dr. Fry summarized the evening's discussion by informing the public of training that our staff is receiving. There have been many discussions on how to move forward. We are not security specialists. We do have a security consultant, MG Tactical. There is no political agenda. We are just trying to ensure the safety of our students and our staff.

President Wolf thanked the public for coming to present their concerns. Your comments help us address issues down the road.

XI. STRUCTURED PUBLIC COMMENT PERIOD

There was no structured public comment.

XII. OLD BUSINESS

There was no old business.

XIII. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Resignation – Special Education Co-Department Chairperson – Erin Zinn

Erin Zinn submitted her resignation as Special Education Co-Department Chairperson, effective the end of the 2017-2018 school year.

The administration recommends the Board of School Directors approve Ms. Zinn's resignation, as presented.

(ACTION ITEM)

2) Recommended Approval of Newville Elementary School Secretary

The administration would like to recommend Mrs. Caitlin Pepper as a 190-day secretary at Newville Elementary School, replacing Mrs. Laurie Miller who will transfer to the High School. Mrs. Pepper will work 190 days and will be placed on Tier G, Year 11 salary scale and will begin in her position on Wednesday, April 4, 2018.

The administration recommends the Board of School Directors approve Mrs. Caitlin Pepper as a 190-day secretary at Newville Elementary School, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

(ACTION ITEM)

3) Recommendation for Source4Teachers Long-Term Substitute

The administration requests permission to move forward with the recommendation for the long-term substitute listed below with Source4Teachers, the District substitute teaching contractor.

Ms. Dolores Shank, Long-Term Substitute Eighth Grade Mathematics Teacher - to begin April 3, 2018 through the end of the 2017-2018 school year.

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XIII. NEW BUSINESS (. . .continued)

(ACTION ITEM)

4) Leave Without Pay – Millie Gilbert

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave. Ms. Millie Gilbert is requesting three days leave without pay, retroactive to March 8, 9, 2018 and March 15, 2018.

The administration recommends that the Board of School Directors approve the following request for leave without pay, as presented.

(ACTION ITEM)

5) Child-Rearing Leave – Mrs. Ashley Oldham

Mrs. Ashley Oldham, High School Spanish Teacher, is requesting child-rearing leave of absence to begin approximately May 29, 2018 through approximately October 1, 2018. According to Section 3.07 of the current contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends that the Board of School Directors approve Mrs. Oldham's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately May 29, 2018 through approximately October 1, 2018.

VOTE ON XIII., NEW BUSINESS, A-1 – A-5, PERSONNEL CONCERNS

Motion by Blasco, seconded by Swanson to combine and approve Items A -1 through A - 5 as outlined and recommended above. Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

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XIII. NEW BUSINESS (. . .continued)

(ACTION ITEM)

B) Credit Pay

The professional employees whose names are listed below have successfully completed graduate work and are entitled to the specified amount in accordance with the negotiated contract.

Kelsey Hernjak	\$ 1,380.00
Edward Wilson	\$ 275.00
Total	\$ 1,655.00

The administration recommends that the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Education Association and the Big Spring School District.

Motion by Blasco, seconded by Kanc to approve the recommendation as outlined above.
Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

(ACTION ITEM)

C) Facilities Utilization Request

The Warrior Softball Organization is requesting to utilize the High School softball field for practices on Sunday's. The dates of the request will begin March 11, 2018 through July 29, 2018, from 1:00 p.m. through 5:00 p.m. Because the utilization requests are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve the Warrior Softball Organization's request to utilize the High School softball field for practices on Sunday's, as presented.

(ACTION ITEM)

D) Facilities Utilization Request

Mr. Larry Jones, Representative of the Newville Wrestling Association is requesting to utilize the High School gym, commons, and adaptive gym for the PAWF Wrestling Tournament on Sunday, April 15, 2018, from 6:00 a.m. through 6:00 p.m. Because the utilization request is on a Sunday, Board action is necessary.

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XIII. NEW BUSINESS (. . .continued)

The administration recommends that the Board of School Directors approve Mr. Jones' request to utilize the High School gym, commons, and adaptive gym for the PAWF Wrestling Tournament, as presented.

Motion by Kanc, seconded by Swanson to combine and approve Items C & D as recommended and outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

(ACTION ITEM)

E) **Proposed Updated Policy Approval**

The administration has submitted the updated policy and a copy is included with the agenda.

913 Nonschool Organizations/Groups/Individuals

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

Motion by Kanc, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

(ACTION ITEM)

F) **Case D 2017-2018**

The parents of the student of Case D of the 2017-2018 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case D of the 2017-2018 school year for the period of ten days with participation in the Student Assistance Program. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the middle school principal.

Motion by Blasco, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

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XIII. NEW BUSINESS (. . .continued)

(ACTION ITEM)

G) Approval for Additional 2017-2018 Post Grad Fundraiser

The 2017-2018 Post Grad Committee is requesting permission to conduct the additional fundraiser listed for the 2017-2018 school year.

Spirit Night at Kane's

The administration recommends the Board of School Directors approve the Post Grad Committee's request to conduct the fundraiser listed during the 2017-2018 school year.

Motion by Swanson, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

(ACTION ITEM)

H) Approval of the Proposed CAIU 2018-2019 General Operating Budget

A summary of the Capital Area Intermediate Unit General Operating Budget for the 2018-2019 school year is included in the agenda. A copy of the proposed budget was provided to the members of the Board of School Directors at the March 5, 2018 Board meeting.

The administration recommends the Board of School Directors approve the Capital Area Intermediate Unit's 2018-2019 General Operating Budget, as presented.

Motion by Swanson, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

(ACTION ITEM)

I) Approve Payments from Newville Projects Fund

The administration received the invoices listed below for payment.

<u>Project</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
NV Reno	Mann Plumbing	PayApp1	\$15,750.00	\$408,731.00
NV Reno	LOBAR, Inc. (GC)	PayApp1	\$50,599.35	\$3,697,500.65
NV Reno	LOBAR, Inc. (Electric)	PayApp1	\$12,700.80	\$928,099.20

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XIII. NEW BUSINESS (. . .continued)

The administration recommends the Board of School Directors approve the payments of \$15,750.00 to Mann Plumbing and Heating, Inc. and \$63,300.15 to Lobar, Inc. from the Newville Projects Fund.

Motion by Swanson, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

(ACTION ITEM)

J) **Approve Interior Design Proposal from Crabtree, Rohrbaugh, & Associates**

It is typical that the fixtures, furnishing and equipment (FF&E) budget in a renovation to be a separate process done by the District outside the renovation budget. Now is the time to make a furniture purchase for Newville and coordinate purchases for the HS, MR and MS over the next two years. CRA submitted a proposal to manage that process and it is attached.

The administration recommends the Board of School Directors accept the interior design proposal from Crabtree, Rohrbaugh & Associates at a cost of \$48,000 to be paid from the Capital Project Reserve Fund.

Motion by Swanson, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

Mr. Piper inquired what is involved as far as interior design, furniture, and equipment.

Dr. Fry informed the Board that this includes cafeteria tables, student seating and other items. They will review the other buildings as well. This is a soft cost as part of the Plan Con project.

(ACTION ITEM)

K) **Approve Funding for Newville & Associated Technology Projects**

From last month's Building & Property meeting, Mr. Krepps put together a final list of the technology projects using the lowest prices.

The administration recommends the Board of School Directors approve the funding for the Newville and Associated Technology Projects from the Capital Project Reserve fund not to exceed a cost of \$564,740.

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XIII. NEW BUSINESS (. . .continued)

Motion by Blasco, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Kanc, Over, and Blasco. Motion carried unanimously. 8 – 0

(INFORMATION ITEM)

L) **Proposed Updated Policies**

The administration has submitted the updated policies listed for Board review. After the policies have been reviewed by the Board of School Directors the administration will present the policy for Board approval at the April 3, 2018, Board meeting.

906 Public Complaint Procedures
918 Title I Parent and Family Involvement

(INFORMATION ITEM)

M) **Approve Chartwells Annual Renewal and Included Lunch Prices for 2018-19 School Year**

It is time to begin the process for the annual renewal of the Chartwells contract --as required by PDE. Included with the agenda is the 2018-2019 Chartwells budget. This will be on the next agenda for approval.

(INFORMATION ITEM)

N) **Erate Reimbursement**

The erate funds are starting to arrive from last year's tech infrastructure renovation -- see attached.

XIV. FUTURE BOARD AGENDA ITEM

There were no future board agenda items.

XV. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Kanc, Mr. Over

No meeting was conducted and no report was offered.

B. Athletic Committee – Mr. Swanson, Mr. Gutshall, Mr. Deihl

A meeting last held Tuesday at 7:00 am. Winter sports season update was provided. No losing record for any winter sports. Every sport had a 500 or better record. We have a State Champion in diving – Shannon McCabe. Track numbers are way up. Girls softball numbers are down. We will not have a regular JV season. Larry Jones wrestling association is separate than the other wrestling organization. We are working on plans for a new Big Spring Hall of Fame.

C. Vocational-Technical School – Mr. Wolf, Mr. Piper

No meeting was conducted and no report was offered.

**D. Buildings and Property Committee – Mr. Roush, Mr. Piper, Mr. Swanson
Mr. Gutshall**

No meeting was conducted and no report was offered.

**E. Finance Committee – Mr. Blasco, Mr. Piper, Mr. Swanson and Mr.
Gutshall**

Comments on prior meeting with Key Insurance on healthcare.

A reminder of the board conference on Thursday morning (March 22nd) at 07:00 a.m. for a budget update from the business manager.

The administration will present a preliminary budget for approval at the 3 April meeting.

F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

XV. COMMITTEE REPORTS (...continued)

G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted. The next meeting is scheduled for Thursday morning.

H. Tax Collection Committee (TCC) – Mr. Wolf and Mr. Swanson

No meeting was conducted and no report was offered.

XVI. SUPERINTENDENT'S REPORT

1. **Newville Project** – Lobar mobilized in early March. They were able to do some interior demolition like wallpaper, ceiling tile etc. They will complete that in June once the students have left the building.
2. **Safety Committee** – We have 90 people interested. We will be setting an evening for the additional gathering. We hope to communicate with those individuals by the end of this week. We are going to poll those individual prior to the meeting so we can address the most pressing issues. The evening will include a safety synopsis with the administration and also MG Tactical. We will work to define the next steps.
3. **Situation training** – Situational awareness training by our security consultant has been completed at four buildings. The fifth building will be complete this week. It has been pretty moving for our staff.

XVII. BUSINESS FROM THE FLOOR

Mr. Kane thanked the community for coming and sharing their concerns. Mr. Blasco, Mr. Swanson, Mr. Over, and Mr. Deihl also thanked the community for expressing their concerns.

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XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

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XIX. ADJOURNMENT

Motion by Blasco, seconded by Kanc to adjourn the meeting. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Kanc, Over, Blasco, and Deihl. Motion carried unanimously. 8 – 0

The meeting was adjourned at 9:36 PM.

William L. Piper, Secretary

NEXT SCHEDULED BOARD MEETING: Tuesday, April 3, 2018