



# Bermudian Springs School District

www.bermudian.org

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York Springs, PA 17372-8807  
717-528-4113 or 717-624-4231

Shane D. Hotchkiss, Ed.D., Superintendent

Jon Fox, Ed.D., Assistant Superintendent

April 19, 2019

Dear Parents,

We are getting ready to kick off a significant renovation to the front entrance and HVAC of Bermudian Springs Elementary School. Our project is set to begin on Monday, May 6, 2019.

The renovations will further enhance the safety and security of our building as well as provide a modern climate controlled environment. The upgrades will include a new front entrance to the school that will incorporate a secure entrance for students, parents and visitors to enter the building. The project will include a new singular main entrance to enhance student supervision as students arrive and leave for the day. The building administration will be relocated from its current internal location, to a more purposeful location on the perimeter of the school, which will improve visual supervision of the main entrance and surrounding site.

Staging of the construction zone will begin on Monday, May 6, 2019. Beginning on this day the roadway leading to the elementary school, as well as to the front entrance, will no longer be accessible. We have been working on transition plans for several weeks to ensure that we are able to minimize the amount of disruptions for our students and families.

On May 6<sup>th</sup>, the new “front entrance” to the elementary school will be located on the side of the building facing Baltimore Road. This area is currently utilized as our car drop-off and pick-up location. The office administrative assistants and building administration will be relocated to rooms in close proximity to the side entrance. In addition, we will employ a security guard to monitor the door and escort any visitors to the administrative assistants.

**However, due to construction, the car drop-off and pick-up location will be relocated to the front entrance to Bermudian Springs High School.** Attached to this letter you will find a map that outlines where all elementary students that are “car riders” will be dropped off and picked up in the morning and afternoon.

We will be shuttling students using a school bus from the high school to the elementary school in the morning, and from the elementary school to the high school in the afternoon.

We are respectfully requesting that you adhere to the following times when dropping off students in the morning and picking up in the afternoon. Dropping off and picking up students during dismissal at the elementary school will not be possible. We will be utilizing the “old student drop-off location” for our 16 school buses to load and unload students.

**Morning Drop-off at Bermudian Springs High School: 8:35 am – 8:50 am**  
(At 8:50 all students will be shuttled to the elementary school on a school bus)

**Afternoon Pick-up at Bermudian Springs High School: 3:30 pm**  
(At 3:25 all students will be shuttled to the high school on a school bus)



**If your child(ren) will be picked up from school as a car rider, we respectfully request that you notify the Elementary Office no later than 3:00 pm. Notifications after this time will not guarantee we will be able to successfully transport the student to the high school pick-up location.**

Finally, parking at the elementary school during the school day will also be very limited. We will be moving all concerts and other activities that would require a significant amount of parking spaces to after-school hours.

Those changes will be communicated directly from the elementary school. We are trying to limit the amount of visitors to the building during school hours during the month of May.

Sincerely,

A handwritten signature in black ink, appearing to read "Shane Hotchkiss". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Shane Hotchkiss, Ed. D  
Superintendent of Schools