

**Oxford Academy & Central School Board of Education  
Regular Meeting  
April 12, 2021**

Mr. O'Brien called the meeting to order at 6:00 p.m.

**Call to Order**

Mr. O'Brien led those present in the flag salute.

**Flag Salute**

Additions: 6.2 Particular Personnel, 12.3 Approve Spring 2021 Season Coaches  
Deletions: 11.2 Approve DCMO BOCES Administrative Budget, 11.3 Vote on DCMO  
BOCES Board Member Vacancies

**Additions/  
Deletions**

Present were Trustees: Timothy O'Brien, Julie Gates, John Godfrey, Nathaniel Emerson and  
Betsy Locke.

**Present**

Superintendent

John Hillis

Business Administrator

Joseph Gugino

District Clerk

Michele Rice

High School Principal

Dawn Hover

Middle School Principal

Gregory Lehr

Primary School Principal

Brian Collier

**Visitors**

Mikaela Brown, Malik Clanton, Katie Palmitier, Charlie Davenport.  
Scott Duell and Mark Hodge attended via Zoom.

**Visitors**

**Approve Minutes**

Mrs. Locke made a motion, seconded by Mr. Emerson to approve the meeting minutes of  
February 22, 2021, March 1, 2021 and March 15, 2021. Yes-5, No-0, Motion carried.

**Meeting  
Minutes**

**Reports/Presentations**

**Music Department** – Mr. Clanton, Ms. Brown and Mrs. Palmitier presented on music  
activities that are not currently being offered and those they feel could not be offered without  
hiring another music teacher. Some items include concerts, musicals and  
festivals/competitions.

**Music  
Teachers**

*The BOE agreed to hear the Capital Project Alternatives presentation prior to the 2021-  
2022 budget presentation.*

**Capital Project Alternatives** – Mr. Duell stated the district has 2.5 million dollars remaining  
from the current capital project. A list of alternatives established in 2018 was shared. Mr.  
Duell noted he will review the list, delete items already completed along with those  
scheduled to be completed by next week and submit a revised list. The BOE buildings and  
grounds committee will review the list with administrators to prioritize items on the list.

**Capital  
Project  
Alternatives**

**2021-2022 Budget Presentation** - Mr. Gugino presented on the proposed \$19,475,132  
budget. He reported the district will maintain current programs. The proposed budget will  
be a .34% (-\$17,326) decrease on the tax levy. A proposition to purchase two 65-passenger  
school buses will also be offered along with an energy systems  
reconstruction/renovation/improvements proposition. The district will advertise for a fab lab  
manager along with a special education teacher for the 2021-2022 school year.

**2021-2022  
Budget  
Presentation**

**Leadership Team Updates**

Mr. Collier reported PS students earned 400+ water balloons to throw at him and had a blast.  
They may do it again at the end of May. Mr. Kappauf obtained a pancake robot and  
presented on how to code and run it. Every PS student received a dental hygiene kit from  
Chenango United Way. St. Patrick's Day events were a hit with leprechaun searches and

**PS Update**

traps. Older students wrote essays on how to catch leprechauns and how they were able to not be caught.

Second grade students made homemade ice cream with help from 4H. Parent teacher conferences were held. ELA and math state exams are coming up and the PS is planning end of year celebrations and initiatives for the next school year.

Mr. Lehr reported the catalyst school store has been a huge success. The money they have made so far has purchased a moveable basketball hoop. CSE meetings are occurring this week. State testing is next Monday and Tuesday. Modified fall sports are going well. Spring season starts on April 19. Participation has been good. Catalyst started a live webcam of beetles consuming a coyote skull. Students will learn how to bleach the skull, preserve it, and mount it. First day of all students back in the building had an attendance rate of 96% with only 8 kids on remote learning.

**MS Update**

Ms. Hover acknowledged all administrative professionals in the district for next weeks' Administrative Professionals Day and thanked them for what they do. The HS held 17 of the suggested 24 parent/teacher conferences. The HS faculty will be meeting to go over the end of year schedule and discuss grading, exams, etc., to conclude the school year. The HS is moving forward with a junior prom scheduled for May 8 and a senior prom June 12. Graduation planning includes an outside ceremony and an inside ceremony depending on weather and CDC guidelines. A STEAM academy will be offered this summer for students in grades 7-11. Ms. Hover reported the first day back with all students in the building was busy and went much better than anticipated.

**HS Update**

#### **Public Comment**

None

#### **Superintendent's Report**

Capital Project Alternatives – This report was shared above.

At 7:05 p.m., Mrs. Locke made a motion, seconded by Mr. Emerson to enter into executive session for the purpose of other matters made confidential by state or federal law and for the purpose of the medical, financial, credit and/or employment history of a particular person or corporation, and/or matters leading to the appointment, employment. Yes-5, No-0, Motion carried. Mr. Lehr was invited to attend.

**Executive Session**

At 7:05 p.m., Ms. Hover and Mr. Collier were excused.

**Excused**

Mrs. Gates made a motion, seconded by Mrs. Locke to appoint Mr. Hillis Clerk Pro Tem. Yes-5, No-0, Motion carried.

**Clerk Pro Tem**

Mr. Emerson made a motion, seconded by Mr. Godfrey to approve the CSE minutes. Yes-5, No-0, Motioned Carried.

**CSE Minutes**

At 7:15 p.m., Mr. Lehr was excused.

**Excused**

At 7:18 p.m., Mr. Davenport was invited to attend.

**Invited to Attend**

At 7:27 p.m., Mr. Davenport was excused.

**Excused**

At 7:30 p.m., Mrs. Rice was invited to attend.

**Invited to Attend**

At 7:48 p.m., Mrs. Gates made a motion, seconded by Mr. Godfrey to come out of executive session.

**Come out of Executive Session**

#### **Communications**

None

**Board Committee Reports**

Finance – Met March 15.

Policy – Will be scheduled via Zoom

Buildings & Grounds – Met April 12. Scheduled to meet again April 27 at 5:00 pm

Transportation – Scheduled to meet June 7 at 5:30 pm

Personnel – Scheduled to meet May 5 at 5:30 pm

**BOE  
Committees**

**Old Business**

Mrs. Gates made a motion, seconded by Mr. Emerson to approve resolution G1. Yes-5, No-0, Motion carried.

**04-21(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending a portion of Resolution 07-20(1) G1 from the July 7, 2020 meeting minutes as below:

- 29. Mileage Reimbursement Rate - \$.25 per mile, \$.56 per mile if no school vehicle is available

**Amend  
Mileage  
Reimburse-  
ment Rate**

**New Business**

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolution G2. Yes-5, No-0, Motion carried.

**04-21(1) G2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Parochial School Transportation requests for the following students for the 2020-2021 school year:

**Parochial  
School  
Transportation**

**Valley Heights**

**Jason Begeal**

**Abigail Sabines**

**Emily Sabines**

**Business Office**

Mr. Emerson made a motion, seconded by Mr. Godfrey to approve resolutions G5-G15. Yes-5; No-0, Motion carried.

**04-21(1) G5**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby adopt the proposed budget for the Oxford Academy and Central School District in the amount of \$19,475,132 for the 2021-2022 school year;

**BE IT FURTHER RESOLVED:** The Board reserves the right to amend such dollar amount pending further reductions relative to the state budget and Covid-19 pandemic.

**2021-2022  
Budget**

**04-21(1) G6**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of Hope Crawford as Chairperson for the Annual Meeting and Election to be held on May 18, 2021 from 1:00 – 9:00 p.m. at the Oxford Academy High School Media Center, Oxford, New York.

**Budget Vote  
Chairperson**

**04-21(1) G7**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following inspectors and tellers for the May 18, 2021 budget vote:

- Susanna Colquitt
- Hope Crawford
- Sandra Dain

**Vote Tellers  
& Inspectors**

- Carol Russell
- Anna Stark
- Barbara Tompkins
- Gary Tompkins

**04-21(1) G8**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurers Report for January 2021 as given.

**Treasurers Report**

**04-21(1) G9**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurers Report for February 2021 as given.

**Treasurers Report**

**04-21(1) G10**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge receipt of the Internal Claims Auditor Report prepared by DCMO BOCES for January 2021.

**Internal Claims Auditor Report**

**04-21(1) G11**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge receipt of the Internal Claims Auditor Report prepared by DCMO BOCES for February 2021.

**Internal Claims Auditor Report**

**04-21(1) G12**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the General Ledger Report for Extracurricular Account for the following month:

**Extracurricular Account**

February 2021 \$54,052.23

**04-21(1) G13**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the DCMO BOCES billings (contract invoices) for services rendered for February 2021 AS7 and March 2021 AS7, CSA Retreat, PPE Bulk Order, and Degroot Management Quarterly totaling \$651,799.09.

**BOCES Invoices**

**04-21(1) G14**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby award the Energy Services bid for 2.9 Million Energy Systems Improvement Project, contingent upon the completion of the post-bid qualifications process, as well as the receipt of appropriate bonds and insurances to:

**Energy Services Bid**

<u>Company</u>	<u>Amount</u>
Siemens Industry, Inc. 6075 East Molloy Road Suite 4 Syracuse, NY 13211	\$2,417,733

**04-21(1) G15**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve that upon conversion of a record to a true digital copy of the record, the digital record shall become the official record for purposes of storage and retention in accordance with the law, and all such records which have been so converted shall be considered "digitally created records" for purposes of retention; and it is further

**Digital Records will be Official Records**

**RESOLVED**, that all digitally created records shall be maintained in their native digital format for the legally proscribed retention period of the record as official records; all digital records shall be maintained in accordance with the guidelines set forth in the Regulations of the Commissioner of Education Part 185.8; and copies of records in other formats, including paper, shall be deemed convenience copies and disposed of when no longer needed for reference or other administrative purposes; and, Be it further **RESOLVED**, that this resolution shall take effect immediately.

**Personnel**

Mrs. Locke made a motion, seconded by Mr. Emerson to approve resolutions C1-C20. Yes-5, No-0, Motion carried.

**04-21(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Jodi Carey**, effective July 1, 2021, appointment date July 20, 2018, in the special subject tenure area of School Counselor.

**Tenure  
J. Carey**

**04-21(1) C2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Booker Davis**, effective July 1, 2021, appointment date September 1, 2017, in the tenure area of Math Education.

**Tenure  
B. Davis**

**04-21(1) C3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Sara Locke**, effective July 1, 2021, appointment date September 1, 2018, in the tenure area of Elementary Education.

**Tenure  
S. Locke**

**04-21(1) C4**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Teresa Morrison**, effective July 1, 2021, appointment date September 1, 2017, in the tenure area of Elementary Education.

**Tenure  
T. Morrison**

**04-21(1) C5**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **M. Katharine Palmatier**, effective July 1, 2021, appointment date September 1, 2017, in the special subject tenure area of Music Education.

**Tenure  
M.K.  
Palmatier**

**04-21(1) C6**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Malik Clanton**, effective July 1, 2021, appointment date September 1, 2017, in the special subject tenure area of Music Education.

**Tenure  
M. Clanton**

**04-21(1) C7**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Christopher Rovente**, effective July 1, 2021, appointment date September 1, 2017, in the tenure area of English Education.

**Tenure  
C. Rovente**

**04-21(1) C8**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Hannah Vincent**, effective July 1, 2021, appointment date October 6, 2017, in the special subject tenure area of Special Education.

**Tenure  
H. Vincent**

**04-21(1) C9**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Sandra Acevedo**, effective July 1, 2021, appointment

**Tenure  
S. Acevedo**

date October 19, 2018, in the special subject tenure area of Foreign Language Spanish Education.

**04-21(1) C10**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Brian Collier** in the tenure area of School Building Leader, effective July 1, 2018, probationary period to end July 1, 2022.

**Continuing  
Probation  
B. Collier**

**04-21(1) C11**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Annick Donahue** in the tenure area of Science Education, effective September 1, 2019, probationary period to end September 1, 2022.

**Continuing  
Probation  
A. Donahue**

**04-21(1) C12**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Babbett Lehmer** in the tenure area of Elementary Education, effective September 1, 2018, probationary period to end September 1, 2022.

**Continuing  
Probation  
B. Lehmer**

**04-21(1) C13**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Shawn Magrath** in the tenure area of English Education, effective October 8, 2018, probationary period to end October 8, 2022.

**Continuing  
Probation  
S. Magrath**

**04-21(1) C14**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Mikaela Brown** in the special subject tenure area of Music Education, effective October 17, 2018, probationary period to end October 17, 2022.

**Continuing  
Probation  
M. Brown**

**04-21(1) C15**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Kimberly Bohannon** in the special subject tenure area of Licensed Teacher Assistant, effective January 2, 2019, probationary period to end January 2, 2023.

**Continuing  
Probation  
K. Bohannon**

**04-21(1) C16**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Gregory Lehr** in the tenure area of School Building Leader, effective May 20, 2019, probationary period to end May 20, 2023.

**Continuing  
Probation  
G. Lehr**

**04-21(1) C17**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Corbin Henry** in the tenure area of Science Education, effective September 1, 2020, probationary period to end September 1, 2024.

**Continuing  
Probation  
C. Henry**

**04-21(1) C18**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Venera Jouraeva** in

**Continuing  
Probation  
V. Jouraeva**

the tenure area of Science Education, effective September 1, 2020, probationary period to end September 1, 2024.

**04-21(1) C19**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Molly Winn** in the special tenure area of Special Education, effective September 1, 2020, probationary period to end September 1, 2023.

**Continuing  
Probation  
M. Winn**

**04-21(1) C20**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Spring Coaches for the 2020-2021 Spring athletic season, pending coaching certification requirements. *(Salaries will be prorated with the shortened season.)*

**Spring  
Coaches**

**SPORT**

**COACH**

**SALARY**

Varsity Girls Softball	<b>Ed Holmquist</b>	\$4,586 - Step 3
Modified Girls Softball	<b>Stacey Whaley</b>	\$1,747 - Step 1
Modified Baseball	<b>Garett Sylstra</b>	\$1,747 - Step 1
Varsity Track	<b>Shannon Gawronski</b>	\$2,535.50 - Step 4 (split)
	<b>Irene DeJager</b>	\$2,535.50 - Step 4 (split)
Varsity Assistant Track	<b>Jenny Ryan</b>	\$2,916 - Step 3
Modified Track	<b>Shannon Gawronski</b>	\$976.50 - Step 2 (split)
	<b>Irene DeJager</b>	\$976.50 - Step 2 (split)
Boys Tennis	<b>Lance Thorne</b>	\$3,316 - Step 4
Varsity Golf	<b>Tim Paden</b>	\$2,487 - Step 1

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolutions UC1-UC6. Yes-5, No-0, Motion carried.

**04-21(1) UC1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve paying the following individuals to work in the cafeteria during the summer from July 6, 2021 through July 29, 2021.

**Summer  
Cafeteria  
Workers**

- Sharlene Lints** - \$16.00 per hour
- Martha West** - \$16.00 per hour
- Debra Morris** - \$21.00 per hour

**04-21(1) UC2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve paying the following individual \$13.00 per hour to clean school buses during the summer, as needed, from June 27, 2021 through September 1, 2021.

**Summer Bus  
Cleaners**

- Joanne Dean**
- Kimberly Miller**
- Barbara Sabines**

**04-21(1) UC3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Chelsea Miller** to the position of Registered Nurse (School) subject to fingerprint clearance and successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective April 26, 2021, salary of \$42,000 - prorated to \$9,462. (Vice: A. Clinton)

**Registered  
Nurse  
C. Miller**

**04-21(1) UC4**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Carrie Moyer** to the position of Registered Nurse (School) subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective April 26, 2021, salary of \$42,000 - prorated to \$9,462. (Vice: C. Solyian)

**Registered Nurse  
C. Moyer**

**04-21(1) UC5**

The Superintendent recommended to the Board that the services of Charles Davenport be terminated in accordance with Civil Service Law §71.

Charles Davenport was present and heard by the Board in regard to this recommendation. **RESOLVED**, that the services of Charles Davenport are hereby terminated in accordance with Civil Service Law §71.

**Custodial Worker  
Termination  
C. Davenport**

**04-21(1) UC6**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Support Staff for the 2020-2021 school year.

**Substitute Support Staff**

**Brennan Finnegan – Teacher Aide PT Sub**

**Planning**

Mr. O'Brien noted the following reminders.

- April 27 – BOE Building and Grounds Committee, 5:00 pm
- April 27 – BOCES Vote and BOE Budget Meeting, 6 pm

**Reminders**

**Public Comment**

None

**BOE Member Comments/Concerns**

Mr. Godfrey reported the DCMO BOCES budget is down from last year. They are reviewing a health consortium, and are optimistic about the NY44 health insurance appeal being held in Rochester.

**BOE Comments**

At 8:06 p.m., Mrs. Gates made a motion, seconded by Mrs. Locke to enter into executive session for the purpose of the medical, financial, credit and/or employment history of a particular person or corporation, and/or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Yes-5, No-0, Motion carried.

**Executive Session**

Mrs. Gates made a motion, seconded by Mrs. Locke to appoint Mr. Hillis Clerk Pro Tem. Yes-5, No-0, Motion carried.

**Clerk Pro Tem**

At 9:06 p.m., Mr. Hillis was excused.

**Excused**

At 9:30 p.m., Mrs. Gates made a motion, seconded by Mr. Emerson to come out of executive session.

**Come out of Executive Session**

There being no further action to come before this Board, Mrs. Gates made a motion, seconded by Mr. Godfrey to adjourn. Yes-5, No-0, Motion carried.

**Meeting Adjourned**

Meeting adjourned at 9:31 p.m.

Michele D. Rice  
District Clerk