

**Oxford Academy & Central School Board of Education
Regular Meeting
April 16, 2024**

Mrs. Gates called the meeting to order at 5:00 p.m.

Call to Order

Mrs. Gates led those present in the flag salute.

Flag Salute

Additions: None

Additions

Deletions: 4.1 Junior Prom Concern-Mrs. Smith & Parents

Deletions

Present were Trustees: Julie Gates, John Godfrey, Nathaniel Emerson, Matthew Leach and Brian Sheridan.

Present

Interim Superintendent

Terrance Dougherty

School Business Manager

Erin Gramstad

District Clerk

Michele Rice

High School Principal

Dawn Hover

Middle School Principal

Greg Lehr

Primary School Principal

Brian Collier

Visitors

Jonathan Rogers

Visitors

Approve Minutes

Mr. Godfrey made a motion, seconded by Mr. Leach to approve the meeting minutes of March 25, 2024. Yes-5, No-0, Motion carried.

Minutes

At 5:01 p.m., Mr. Emerson made a motion, seconded by Mr. Sheridan 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. Mr. Collier, Mr. Lehr and Ms. Hover were invited to attend.

Executive Session

Mr. Emerson made a motion, seconded by Mr. Leach to appoint Dr. Dougherty Clerk Pro Tem. Yes-5, No-0, Motion carried.

Clerk Pro Temp

At 5:05 p.m., Mr. Collier and Mr. Lehr were excused.

Excused

At 5:15 p.m., Ms. Hover was excused.

Excused

At 6:00 p.m., Mr. Emerson made a motion, seconded by Mr. Sheridan to come out of executive session. Yes-5, No-0, Motion carried.

Come out of Executive Session

Additional Visitors

Holly Cirello, Holly Abbott, Courtney Emerson, Michael Rullo, Jessica Pinney, Ben Pinney, Jodi Carey, Ava Benjamin

Visitors

Reports/Presentations

Valedictorian and Salutatorian Introduction – Mrs. Carey introduced Ava Benjamin as the senior class valedictorian and Katie Yates as the senior class salutatorian. Ava was in attendance and presented with a gift for her accomplishments. Katie was unable to attend but will be presented with a gift at school for her accomplishments.

Valedictorian Salutatorian

2024-2025 Budget Update – Dr. Dougherty reviewed key talking points to decrease the 2.8 million budget deficit. The allowable tax levy limit is 4.6%. The district will propose a 4.59% tax levy increase. Dr. Dougherty again stated he recommends that the BOE propose a

2024-2025 Budget Update

budget of at least the tax cap percentage to voters each year to keep the district fiscally sound. Dr. Dougherty stated three vacancies will not be filled. He also noted a big savings is moving to the BTD Health Insurance Consortium, which was confirmed today. Dr. Dougherty provided possible options if enhanced aid is awarded. He also shared three mailings pertaining to the budget and capital project that will be sent out. The proposed \$23,685,320 budget is a 4.59% tax levy increase.

Public Comment
None

**Public
Comment**

Interim Superintendent's Report

Dr. Dougherty provided a BOE self-evaluation tool and encouraged the BOE to review it for the May 7 meeting. Dr. Dougherty stated he strongly recommends the BOE reestablish their NYSSBA membership. He shared a memo that summarizes recently reviewed policies, a flyer of the musical being performed this weekend, recommended adding two unused snow days to the Memorial Day holiday (May 24 and May 28) and congratulated Jessica Pinney on her tenure status.

**Interim
Superintende
nt's
Update**

At 6:34 p.m., Mr. Emerson made a motion, seconded by Mr. Leach to enter into executive session for the purpose of other matters made confidential by state or federal law. Yes-5, No-0, Motion carried. Mr. Lehr was invited to attend.

**Executive
Session**

Mr. Emerson made a motion, seconded by Mr. Leach to appoint Dr. Dougherty Clerk Pro Tem. Yes-5, No-0, Motion carried.

**Clerk Pro
Temp**

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

CSE Minutes

At 6:41 p.m., Mr. Sheridan made a motion, seconded by Mr. Godfrey to come out of executive session. Yes-5, No-0, Motion carried.

**Come out of
Executive
Session**

Communications

The Board acknowledged a correspondence from Mr. Cluff (*football*), Mr. Rogers (*contractual*), Mrs. Hendricks (*soccer*) and a Matco Electric Corp change order.

Correspondence

Old Business

Mr. Godfrey made a motion, seconded by Mr. Leach to approve resolution G1. Yes-5, No-0, Motion carried.

04-24(1) G1

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve amending the Oxford Academy & Central School Instructional Calendar for the 2023-2024 school year as follows: May 24 and May 28 will be give back snow days (no school).

**Amend
2023-24
Instructional
Calendar**

New Business

Mr. Emerson made a motion, seconded by Mr. Sheridan to approve resolutions G2-G5. Yes-5, No-0, Motion carried.

04-24(1) G2

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby adopt the proposed budget for the Oxford Academy and Central School District in the amount of \$23,685,320 for the 2024-2025 school year.

**Adopt
Proposed
2024-2025
Budget**

04-24(1) G3

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Oxford Academy and Central School District Property Tax Report Card.

**Property
Tax
Report Card**

04-24(1) G4

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Parochial School Transportation requests for the following students for the 2024-2025 school year:

**Parochial
School
Transportation**

Holy Family

Ava Bechtel

Gia Wilcox

Paysen Wildenstein

Wyatt Wildenstein

04-24(1) G5

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Cyber Security Incident Response Plan as presented.

**Cyber
Security
Incident
Response
Plan**

Business Office

Warrants were provided for information only.

An Appropriation Status Report and Revenue Status Report for February 2024 were shared.

Warrants

Mr. Leach made a motion, seconded by Mr. Emerson to approve resolutions G6-G14. Yes-5, No-0, Motion carried.

Reports

04-24(1) G6

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby acknowledge receipt of the Internal Claims Auditor Report prepared by DCMO BOCES for February 2024.

**Internal
Claims
Auditor
Report**

04-24(1) G7

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby acknowledge receipt of the Internal Claims Auditor Report prepared by DCMO BOCES for March 2024.

**Internal
Claims
Auditor
Report**

04-24(1) G8

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Treasurers Report for February 2024 as given.

**Treasurers
Report**

04-24(1) G9

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

**Extracurricular
Account
Report**

February 2024 \$55,136.23

04-24(1) G10

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the DCMO BOCES billings (contract invoices) for services rendered for 098-24 OT Sports Official Warrant, CO230-24 AS-7 Contract Billing and 1878-24A Superintendent Vacancy Application totaling \$395,418.35.

**BOCES
Invoices**

04-24(1) G11

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the proposed Delaware-Chenango-Madison-Otsego BOCES Administrative Budget for the 2024-2025 school year in the amount of \$3,064,982.

**BOCES
Administrative
Budget**

04-24(1) G12

BE IT RESOLVED: that the Oxford Academy & Central School District Board of Education does hereby cast one vote for **Vanessa Warren**, one vote for **John Klockowski**, and one vote for **Cindy O’Hara** to fill the vacant seats for the position of board member of the Delaware-Chenango-Madison-Otsego BOCES Board of Education.

**DCMO
BOCES BOE
Members**

04-24(1) G13

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of Michele Rice as Chairperson for the Annual Meeting and Election to be held on May 21, 2024 from 12:00 – 8:00 p.m. at the Oxford Academy High School Media Center, Oxford, New York.

**Annual
Meeting &
Election
Chairperson**

04-24(1) G14

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools and Board of Education Recommended Policy #8 Disposal of District Property, that this Board does hereby approve the disposal of the following surplus equipment: 2015 IC Bus #117 in such a way as to maximize the net proceeds of sale via public auction and/or eBay, dispose of and/or recycle.

**Surplus
Bus #117**

BE IT FURTHER RESOLVED: All proceeds from the sale(s) will be deposited in the General Fund.

Personnel

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions C1-C2 and UC1-UC2. Yes-5, No-0, Motion carried.

04-24(1) C1

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Teachers for the 2023-2024 school year.

**Substitute
Teachers**

Chelsea Smith - Uncertified
Naiomi Smith - Uncertified

04-24(1) C2

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby grant tenure to **Jessica Pinney**, effective September 1, 2024, appointment date September 1, 2021, in the special tenure area of Special Education.

**Tenure
J. Pinney**

04-24(1) UC1

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Support Staff for the 2023-2024 school year.

**Substitute
Support Staff**

Susanna Colquitt - Registered Nurse/LPN PT Substitute, retroactive to 4/12/24

04-24(1) UC2

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve **Margaret McGowan** as an Oxford Academy Volunteer to work in the Bus Garage.

Volunteer

Planning

Mrs. Gates noted the following reminders.

- April 19 & 20 – Spring Musical, 7 pm, OAPAA
- April 21 – Spring Musical, 3 pm, OAPAA
- May 7 – Annual Budget Information and BOE Meeting, 6 pm, MS Conference Room

Public Comment

None

BOE Member Comments/Concerns

Mr. Godfrey noted Arbor Day is April 27 on the park. This year celebrates the 30th year with Tree City USA. A variety of trees will be handed out.

Mr. Leach encouraged people to attend the musical.

At 6:46 p.m., Mr. Sheridan made a motion, seconded by Mr. Emerson 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. Dr. Dougherty was excused. Mr. Rullo was invited to attend.

Mr. Leach made a motion, seconded by Mr. Emerson to appoint Mr. Rullo Clerk Pro Tem. Yes-5, No-0, Motion carried.

At 8:58 p.m., Mr. Godfrey made a motion, seconded by Mr. Sheridan to come out of executive session.

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

Meeting adjourned at 9:00 p.m.

Michele D. Rice
District Clerk

Reminders

**Public
Comment**

**BOE
Member
Comments/
Concerns**

**Executive
Session**

**Clerk Pro
Tem**

**Come out of
Executive
Session**

**Meeting
Adjourned**