

Oxford Academy & Central School Board of Education

**Regular Meeting**

**April 4, 2022**

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: 5.2 Emergency/Snow Give Back Days (May 27, then May 26), 11.5 approve DCMO BOCES Invoices

**Additions/  
Deletions**

Deletions: 10.3 Approve Parochial School Transportation Requests, 13.1 April 8 & 9, 2022 Spring Musical Production

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

**Present**

Superintendent

John Hillis

School Business Manager

Erin Gramstad

District Clerk

Michele Rice

High School Principal

Dawn Hover

Middle School Principal

Greg Lehr

**Visitors**

Holly Cirello, Courtney Emerson, Becky Rosas, Julia Bogardus, Melissa Lawrence, Molly Winn, Jessica Pinney, Emily Conner, Ashley Schultheis

**Visitors**

**Approve Minutes**

Mrs. Gates made a motion, seconded by Mr. Godfrey to approve the meeting minutes of March 7, 2022. Yes-5, No-0, Motion carried.

**Meeting  
Minutes**

**Reports/Presentations**

**ELA Curriculum** – Mrs. Winn and Mrs. Pinney presented on the “*Into Reading*” curriculum program. *Into Reading* is a comprehensive reading and writing program for grades K-6. After researching several programs, the Literacy Department agreed on this program. It includes a leveled reader library, daily show and teach lessons, core lesson reinforcement, scaffolded writing support, data-driven reading instruction and a benchmark assessment. Training is also offered to staff. Mrs. Emerson and Mrs. Lawrence weighed in on the program, stating how important visuals and colors are for student engagement. The program will be used K through 4 with the possibility of implementing it in 5<sup>th</sup> and 6<sup>th</sup> grade. Mrs. Cirello noted how important it is to stick with the program once initiated, including training for new teachers. The BOE was supportive of the *Into Reading* program and thanked the presenters. Ms. Gramstad will look into funding sources.

**ELA  
Curriculum**

**2022-2023 School Budget** – Ms. Gramstad presented on the proposed \$20,898,159 budget. She reported the district will maintain current programs. The proposed budget will be a 1.95% increase on the tax levy. A proposition to establish a capital reserve fund will also be presented to voters. Ms. Gramstad noted the BOCES budget increase, inflation and the projected 10.5% increase in health insurance are all contributors to the levy increase. She reported the district pays \$3.5 million in health insurance costs, of which only \$150,000 is covered by employee contributions. Ms. Gramstad stated she is in the process of researching other funding sources, including federal grants.

**2022-2023  
School  
Budget**

**Leadership Team Updates**

Mr. Collier was unable to attend the meeting but offered the following updates: PS events included a staff development day, parent teacher conferences, a spring book fair, leprechaun traps for St. Patrick's Day, ELA testing, and the annual Greatest Show and Tell event. Upcoming events include the Literacy/ELA team presenting new curriculum to faculty, report cards and math state testing.

**PS Update**

Ms. Hover congratulated Ms. Eaton on being recognized as New York State's Region 4 Art Teacher of the Year. FFA sub states were held at the high school and FFA members collected supply donations for Ukraine. On March 25, Ms. Morris put on a nice breakfast for seniors. The spring musical will be performed April 30 and May 1. Ms. Hover congratulated the top 5 seniors: Mallory Olsen, Liam O'Brien, Alyssa Burke-Franklin, Rudy Hess and Emma Peila.

HS Update

Mr. Lehr reported while FFA sub states were occurring, the middle school was hosting a 4H event. He reported Mrs. Johnson also took students to Penn Yam to compete. ELA state exams were completed on paper with only a handful of students opting out. Faculty has been working in department meetings aligning curriculum. He reported the lockdown drill and parent teacher conferences went well. The middle school is welcoming a new special education teacher to their staff. Summer school will be held at the middle school for 7<sup>th</sup> and 8<sup>th</sup> grade students. Modified sports have started with good participation numbers.

MS Update

### Public Comment

Mrs. Cirello asked for clarification as to what expenses are included in each of the three budget components. Ms. Gramstad reported the administrative component includes Board related expenses, the clerk, superintendent and administrative salaries, auditor and insurance policy fees. The program component includes teaching staff salaries, legal fees, special education, speech services and transportation. The capital component includes operations of plant, and debt services (bonds/bonds/etc.).

Budget Question

### Superintendent's Report

Budget Update – Mr. Hillis reported Ms. Gramstad covered the budget update.

Budget Update

Emergency/Snow Give Back Days (May 27, then May 26) – Mr. Hillis state the district has used three of the six reserved snow days. He would like to give back two days which will extend the Memorial Day weekend. As long as no emergency/snow days are needed between now and May 26, May 26 and May 27 will be no school days.

Give Back Days

At 7:06 p.m., Mrs. Gates made a motion, seconded by Mrs. Locke 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

At 7:06 p.m., Ms. Hover was excused.

Excused

Mr. Godfrey 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 7:39 p.m., Mr. Lehr was excused.

Excused

At 7:40 p.m., Mrs. Gates made a motion, seconded by Mrs. Locke to come out of executive session.

Come out of Executive Session

### Communications

None

### Board Committee Reports

The topic of absolving BOE committees was discussed. Concerns included the meetings could unintentionally lead to micromanaging and the information shared in the meetings may not be shared with the entire Board.

BOE Committees Discussion

Mrs. Locke made a motion, seconded by Mrs. Gates to eliminate the following BOE Committees, effective immediately: Finance, Policy, Buildings and Grounds, Transportation and Personnel. Yes-5, No-0, Motion carried.

**Eliminate  
Non-  
Mandated  
BOE  
Committees**

**Old Business**

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

**04-22(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby rescind Resolution 3-22(1) G8 from the March 7, 2022 Meeting Minutes, as the establishment of a Capital Reserve must be approved by district voters before the Board of Education can act on it.

**Rescind  
Resolution  
3-22(1) G8  
From March  
7, 2022**

**New Business**

Mrs. Locke made a motion, seconded by Mr. Godfrey to approve resolutions G2-G3. Yes-5, No-0, Motion carried.

**04-22(1) G2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the 2022-2023 Notice of Public Budget Hearing and Annual Meeting and Election as given and attached.

**2022-23  
Notice of  
Budget  
Hearing**

**04-22(1) G3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the 2022-2023 Unit Cost Methodology for DCMO BOCES Shared Services.

**2022-23 Unit  
Cost  
Methodology**

Mr. Emerson made a motion, seconded by Mr. Godfrey to approve resolutions G5-G6. Yes-5, No-0, Motion carried.

**04-22(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 \$20,898,159 for the 2022-2023 school year.

**Adopt 2022-  
23 Budget**

**04-22(1) G6**

**BE IT RESOLVED:**

**WHEREAS,** the Oxford Academy and Central School District, Chenango County, New York (the "School District") is considering undertaking a capital project, including the renovation, reconstruction, improvement, rehabilitation, repair, furnishing or equipping of a playground or similar outdoor recreational area at the School District at a total estimated maximum cost not to exceed \$375,000 (the "Project");

**WHEREAS,** the School District has received federal stimulus relief funds, including, but not limited to, pursuant to the Elementary and Secondary School Emergency Relief Fund (the "Grant");

**WHEREAS,** pursuant to Section 1709(12) of the Education Law, the School District is authorized to accept grants and apply the grants according to the terms and conditions for the grants; and

**WHEREAS,** the School District desires to accept and apply the proceeds of the Grant, in whole or in part, to finance the Project;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Oxford Academy and Central School District, Chenango County, New York, as follows:

**Section 1.** The School District is hereby authorized to undertake the Project.

**School  
Emergency  
Relief Fund  
for  
\$375,000  
Project**

Section 2. Pursuant to Section 1709(12) of the Education Law, the School District is hereby authorized to accept and apply the proceeds of the Grant, in whole or in part, for the purpose of financing the Project.

Section 3. The execution and delivery of any documents related to the Project by the President of the Board of Education is hereby confirmed, ratified and approved.

Section 4. This Resolution shall be effective immediately upon its approval and adoption.

Mrs. Gates made a motion, seconded by Mrs. Locke to approve resolutions G7-G10. Yes-5, No-0, Motion carried.

**04-22(1) G7**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurers Report for February 2022 as given.

**Treasurers  
Report**

**04-22(1) G8**

**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 2022.

**Internal  
Claims  
Auditor  
Report**

**04-22(1) G9**

**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  
Report**

February 2022 \$50,081.27

**04-22(1) G10**

**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 March 2022 AS7, Sports Official Warrants 1/7/22 and 3/4/22, and 2021 Summer School Billing totaling \$388,893.22.

**DCMO  
BOCES  
Invoices**

**Personnel**

Mr. Godfrey made a motion, seconded by Mrs. Locke to approve resolutions C1- C4. Yes-5, No-0, Motion carried.

**04-22(1) C1**

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

**Tenure  
B. Collier**

**04-22(1) C2**

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

**Tenure  
A. Donahue**

**04-22(1) C3**

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

**Tenure  
B. Lehmer**

**04-22(1) C4**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant tenure to **Shawn Magrath**, effective July 1, 2022, appointment date October 8, 2018, in the tenure area of English Education.

**Tenure  
S. Magrath**

Mrs. Gates made a motion, seconded by Mrs. Locke to approve resolutions C5- C14. Yes-5, No-0, Motion carried.

**04-22(1) C5**

**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**

**04-22(1) C6**

**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**

**04-22(1) C7**

**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**

**04-22(1) C8**

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

**Continuing  
Probation  
V. Joureaeva**

**04-22(1) C9**

**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**

**04-22(1) C10**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Janine Federowicz** in the special subject tenure area of Music Education, effective September 1, 2021, probationary period to end September 1, 2025.

**Continuing  
Probation  
J. Federowicz**

**04-22(1) C11**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Jessica Pinney** in the special tenure area of Special Education, effective September 1, 2021, probationary period to end September 1, 2025.

**Continuing  
Probation  
J. Pinney**

**04-22(1) C12**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Nina Savasta** in the special subject tenure area of Music Education, effective September 1, 2021, probationary period to end September 1, 2025.

**Continuing  
Probation  
N. Savasta**

**04-22(1) C13**

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

**Continuing  
Probation  
S. Davis**

the tenure area of Science Education, effective March 11, 2022, probationary period to end March 11, 2025.

**04-22(1) C14**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the continuing probationary appointment of **Kristen Ely** in the special tenure area of Special Education, effective March 7, 2022, probationary period to end March 7, 2026.

**Continuing  
Probation  
K. Ely**

Mr. Emerson made a motion, seconded by Mrs. Gates to approve resolutions C15- C21.  
Yes-5, No-0, Motion carried.

**04-22(1) C15**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Teachers for the 2021-2022 school year.

**Substitute  
Teacher**

**Matilda Contreras - Uncertified**

**04-22(1) C16**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the daily compensation rate of \$195.00 per day to be paid to **Lacole Langer** for planning and performing the duties of Special Education Teacher, retroactive to March 14, 2022.

**Long-term  
Spec Ed  
Substitute  
L. Langer**

**04-22(1) C17**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Alis Vincent** in the special tenure area of Special Education, Permanent Certification, effective May 9, 2022, probationary period to end May 9, 2026, base salary \$66,000, prorated to \$11,550. (Vice: Ms. Burnside)

**Special Ed  
Teacher  
A. Vincent**

**04-22(1) C18**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the appointment of the following Mentor for the 2022-2023 school year, \$600.00 stipend per semester:

**Mentors**

**Mentors and New Teachers**

<b>First Year Teacher</b>	<b>Teaching Assignment</b>	<b>Mentor</b>	<b>Semesters</b>
<b>Kristen Ely</b>	Special Ed	Clayton Kappauf	2 <sup>nd</sup>
<b>Lacole Langer</b>	Special Ed	Sara Williamson	2 <sup>nd</sup>

**04-22(1) C19**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending Resolution 3-22(1) C6 from the March 7, 2022 minutes as below:

**Amend  
Resolution 3-  
22(1) C6  
from March  
7, 2022**

Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the daily compensation rate of \$195.00 per day to be paid to **Jared Bush** for planning and performing the duties of Math Education Teacher, effective March 28, 2022 through May 31, 2022.

**04-22(1) C20**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending Resolution 3-22(1) C4 from the March 7, 2022 minutes as below:

**Amend  
Resolution 3-  
22(1) C4  
from March  
7, 2022**

Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Spring Coaches for the 2021-2022 Spring athletic season, pending coaching certification requirements.

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>
Modified Baseball	David Dunagan	\$1,803 - Step 1
Modified Track	Irene DeJager	\$1,115 - Step 3 (split)
	Shannon Gawronski	\$1,115 - Step 3 (split)

**04-22(1) C21**

**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 2021-2022 Spring athletic season, pending coaching certification requirements.

**Spring  
Coaches**

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>
Varsity Girls Softball Asst.	James Bohannon	\$2,148 - Step 1

Mrs. Locke made a motion, seconded by Mr. Godfrey to approve resolutions UC1- UC2. Yes-5, No-0, Motion carried.

**04-22(1) UC1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge Lisa Lawton's resignation from her position of Bus Attendant, retroactive to March 12, 2022.

**Bus  
Attendant  
Resignation  
L. Lawton**

**04-22(1) UC2**

**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 2021-2022 school year.

**Substitute  
Support Staff**

**Lisa Lawton - Typist PT Sub**

**Planning**

Mr. O'Brien noted the following reminders.

- April 11-15, 2022 - No School - Spring Recess
- April 15, 2022 - Offices Closed
- April 20, 2022 - BOCES Vote and Budget Meeting
- April 28, 2022 - CCSBA Annual Dinner, 6 pm, Canasawacta Country Club

**Reminders**

**BOE Member Comments/Concerns**

Mrs. Locke spoke about BOCES' Career Destinations Program and noted the speaker for the Chenango County School Boards Association dinner is Darci D'Ercole, NYSSBA Director of Leadership Development.

Mr. Godfrey noted the BOCES' Career Destinations Program sounds a lot like the Career Pathways Program Oxford Academy established. He reported the Oxford Village Tree Board will plant 175 trees in the community and will celebrate Arbor Day on April 30<sup>th</sup>. The Athletic Advisory Council met and reviewed ideas to fund recognition gifts for seniors. They decided to look to alumni to donate money during the alumni weekend and at the farmers market. Another suggestion was to utilize social media and set up a table for the annual golf tournament alumni weekend.

Mr. O'Brien noted he is excited about students going on the trip to Spain.

**BOE  
Comments/  
Concerns**

At 8:05 p.m., Mrs. Locke made a motion, seconded by Mrs. Gates to enter into executive session for the purpose of the medical, financial, credit and/or employment history of a

**Executive  
Session**

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.

At 8:20 p.m., Mr. Emerson made a motion, seconded by Mrs. Locke to come out of executive session.

**Come out of  
Executive  
Session**

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

Meeting adjourned at 8:21 p.m.

**Meeting  
Adjourned**



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Michele D. Rice  
District Clerk