

Oxford Academy & Central School Board of Education
Regular Meeting
December 6, 2021

Mrs. Gates called the meeting to order at 6:00 p.m.

Call to Order

Mrs. Gates led those present in the flag salute.

Flag Salute

Additions: 12.5 Approve Winter Coaches, Executive Session for Particular Personnel
Deletions: None

Additions/
Deletions

Present were Trustees: Julie Gates, John Godfrey, Nathaniel Emerson and Betsy Locke
(*Timothy O'Brien was unable to attend.*)

Present

Superintendent

John Hillis

Business Administrator

Joseph Gugino

District Clerk

Michele Rice

High School Principal

Dawn Hover

Middle School Principal

Gregory Lehr

Visitors

Matt Dorman, Fran Loiselle

Visitors

Approve Minutes

Mr. Godfrey made a motion, seconded by Mrs. Locke to approve the meeting minutes of November 1, 2021. Yes-4, No-0, Motion carried.

Meeting
Minutes

Reports/Presentations

Math Presentation– Mr. Dorman presented on behalf of the math department. He reported meeting with a curriculum development coordinator at BOCES. The math department is reviewing how to improve test scores and help students obtain a better math foundation. Mr. Dorman suggested a two-year track for algebra (algebra 1a and 1b). His proposal also included a scenario for advanced students and a third option for electives/BOCES classes to meet the NYS requirements. Mr. Dorman noted many schools are moving in this direction. The BOE was in favor of the proposal.

Math
Presentation

Leadership Team Updates

Mr. Lehr reported the MS started students helping students peer mediation that is working well. Modified sports participation is great and all teams are doing very well. The fab lab is being utilized almost every period with some very interesting activities happening.

MS Update

Ms. Hover shared a sample of the new graduation gown. Students will pay \$45 a gown and take possession after the ceremony. This will eliminate the \$900+ yearly dry cleaning costs. All gowns will be the same color. The old gowns will be saved for unforeseen circumstances. Ms. Hover reported the HS concert is Tuesday and the fall play has been postponed until January due to sporting conflicts. Ms. Hover shared student course failing data.

HS Update

- 9th grade – 3 students are failing 1 course, 13 are failing 2 or more
- 10th grade – 1 student is failing 1 course, 6 are failing 2 or more
- 11th grade – 5 students are failing 1 course, 1 is failing 2 or more
- 12th grade – 2 students are failing 1 course, 2 are failing 2 or more

Ms. Hover thanked the students and faculty for working hard on improving course failures.

Public Comment

Community member Fran Loiselle spoke to the BOE about his property on Columbia Street and interest of installing a fence. His property borders the school property but there is a 10 foot indent into his property. He would like permission to put up the fence. He stated he

Public
Comment

considered purchasing the section but there's no survey map. He's been maintaining the property, as there's no access to the property for the school to mow it. Mr. Loisel shared a legal document that will be reviewed by the school attorney. The BOE was in favor of resolving this issue.

Superintendent's Report

Academic Priorities/Department Chairs – Mr. Hillis reported interviews for department chairs were conducted. At the end of January principals will begin working with the department chairs on aligning curriculum, curriculum development, and analyzing student data.

**Academic
Priorities/
Department
Chair**

At 6:50 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey to enter into executive session for the purpose of other matters made confidential by state or federal law. Yes-4, No-0, Motion carried. Mr. Lehr was invited to attend.

**Executive
Session**

At 6:50 p.m., Ms. Hover was excused.

Excused

Mr. Godfrey made a motion, seconded by Mrs. Locke to appoint Mr. Hillis Clerk Pro Tem. Yes-4, No-0, Motion carried.

**Clerk Pro
Tem**

Mr. Emerson made a motion, seconded by Mr. Godfrey to approve the CSE minutes. Yes-4, No-0, Motioned Carried.

CSE Minutes

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

Excused

At 7:15 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey to come out of executive session.

**Come out of
Executive
Session**

Communications

None

Board Committee Reports

Finance – Scheduled to meet 1/4/22 @ 5:30 pm

Policy – Met 9/27/21

Buildings & Grounds – Was scheduled to meet 12/6/21 @ 5:30 pm – need to reschedule

Transportation – Scheduled to meet 2/7/22 @ 5:30 pm

Personnel – Met 11/1/21

**BOE
Committees**

Old Business

None

New Business

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions G1-G7. Yes-4, No-0, Motion carried.

12-21(1) G1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Memorandum of Understanding with Chenango County Community Mental Hygiene for Services through December 31, 2022.

**MOU
Chenango
County
Community
Mental
Hygiene**

12-21(1) G2

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 September 2021.

**Internal
Claims
Auditor
Report**

12-21(1) G3

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 October 2021.

**Internal
Claims
Auditor
Report**

12-21(1) G4

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**

October 2021 \$48,464.31

12-21(1) G5

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

**Treasurers
Report**

12-21(1) G6

WHEREAS, the Oxford Academy & Central School District (“District”) Board of Education (“Board”) is proposing to perform energy saving upgrades in the form of an energy performance contract to be performed at various District buildings, including replacement of florescent with new energy efficient LED lighting, LED field lighting, boiler replacement at the Middle School, HVAC optimization controls at the High School, freezer and cooler controls, kitchen hood controls, destratification fans and building thermal envelope improvements, (“Project”); and

**SEQRA
Energy
Performance
Contract**

WHEREAS, as the scope of the Project is a routine activity of the District which qualifies as a Type II action as set forth in 6 NYCRR Part 617.5, of the New York State Environmental Quality Review Act (“SEQRA”); and

WHEREAS, the Board has considered the information and documentation, which describe the design and intent of the proposed Project.

NOW, THEREFORE, BE IT RESOLVED, based upon the record before it, including the general, specific and detailed knowledge of the Board of the proposed Project and pursuant to the applicable standards of Article 8 of the New York State Environmental Conservation Law and 6 NYCRR Part 617.5 of SEQRA, the Oxford Academy & Central School District Board of Education does hereby determine that the proposed Project is classified as a Type II Action, and accordingly, will not have a significant impact on the environment.

12-21(1) G7

BE IT RESOLVED: Upon the recommendation of the 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: 2013 IC School Bus #116 in such a way as to maximize the net proceeds of sale via public auction and/or eBay.

**Surplus
Item
2013 IC
School Bus
#116**

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

Personnel

Mrs. Locke made a motion, seconded by Mr. Emerson to approve resolutions C1- UC5. Yes-4, No-0, Motion carried.

12-21(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Christopher Rovente’s** letter of resignation from his position of Stage Director, effective immediately.

**Stage
Director
Resignation
C. Rovente**

12-21(1) C2

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 Teachers

Jenna Albin	-	Uncertified, <i>pending fingerprint clearance</i>
Samantha Emerson	-	Uncertified
Lauren Marris	-	Uncertified
Brooke Parmalee	-	Uncertified

12-21(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept Jennifer Scaturro's request for a leave of absence to begin approximately September 1, 2022, with an anticipated return date of November 21, 2022, from her position of English Education Teacher.

Leave of Absence
J. Scaturro

12-21(1) C4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Department Chairs for the 2021-2022 school year, effective February 1, 2022, at a stipend of \$1250.00 unless otherwise noted.

Department Chairs

Primary Literacy	Molly Winn & Jessica Pinney (\$625 each)
Primary Math	Sara Locke
Primary STEAM	Clayton Kappauf
5-12 ELA/LOTE	Christopher Rovente
5-12 Math	Todd Harden
5-12 Social Studies	Christine Long
5-12 Science	Annick Donahue
UPK-12 Related Arts	Melanie Maroney
UPK-12 Health and PE	Margo Barrows

12-21(1) C5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Winter Coaches for the 2021-2022 school year, pending coaching certification requirements.

Winter Coaches

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>
Girls 8 th Grade Basketball	Edward Holmquist	\$2,230 - Step 3
Girls 7 th Grade Basketball	Corbin Henry	\$1,803 - Step 1
Modified Wrestling	Greg Lehr	\$2,230 - Step 3

12-21(1) UC1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge Richard Warner's letter of resignation from his position of Custodial Worker, retroactive to November 16, 2021.

Custodial Worker Resignation
R. Warner

12-21(1) UC2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of Richard Warner to the position of full-time Bus Driver subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, retroactive to November 16, 2021, prorated base salary of \$9,590. (Vice: T. Luyster)

Bus Driver
R. Warner

12-21(1) UC3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of Cameron Lints to the position of full-time

Custodial Worker
C. Lints

Custodial Worker subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective December 7, 2021, prorated base salary of \$14,800. (Vice: R. Warner)

12-21(1) UC4

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**

- | | | |
|-------------------------|---|---|
| Jenna Albin | - | Teacher Aide PT Sub, <i>pending fingerprint clearance</i> |
| Samantha Emerson | - | Teacher Aide PT Sub |
| Richard Warner | - | Custodial Worker PT Sub |
| Debora Wiggins | - | Food Service Helper PT Sub, <i>retroactive to 12/1/21</i> |
| Roy Ferrington | - | Bus Driver PT Sub, <i>pending fingerprint clearance</i> |

12-21(1) UC5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Chelsea Miller's** request for a leave of absence to begin approximately April 1, 2022, with an anticipated return date of September 2022, from her position of Registered Nurse (School).

**Leave of
Absence
C. Miller**

Planning

Mrs. Gates noted the following reminders.

- December 7 – HS Concert and Art Show, OAPAA, 7 pm
- December 9 – 3rd & 4th Grade Choral Winter Concert, OAPAA, 8:30 am – *(families/extended family only)*
- December 10 – UPK-2nd Grade Winter Concert, OAPAA, 8:30 am - *(families/extended family only)*
- December 14 – MS Concert & Art Show, OAPAA, 7 pm
- December 23 – 31 – No School, Christmas Recess
- January 4 – BOE Finance Committee Meeting, 5:30 pm
- January 4 – BOE Regular Meeting, 6 pm

Reminders

Public Comment

None

BOE Member Comments/Concerns

School Business Manager/Administrator interviews are scheduled for the afternoon of December 15. Four candidates will be interviewed. Interview questions will be shared and adjusted. Mr. Godfrey and Mrs. Locke will serve on the interview committee.

Mrs. Locke reported Emma Piela will speak at the CCSBA Legislative Breakfast. She has been working on a program called Harvest NY Cornell Coop Extension which allows for reimbursements of using local produce/products. She will continue to work with them and Deb Morris on getting it established. Mr. Hillis stated he has a meeting Thursday about grants.

Mr. Godfrey stated he worked the Clyde Cole Wrestling Tournament. Due to no spectators, the tournament was very quiet and progressed quickly.

**BOE
Comments/
Concerns**

At 7:35 p.m., Mrs. Locke 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-4, No-0, Motion carried.

**Executive
Session**

At 7:50 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 Mr. Godfrey to adjourn. Yes-4, No-0, Motion carried.

Meeting adjourned at 7:51 p.m.

**Meeting
Adjourned**



Michele D. Rice
District Clerk