

Oxford Academy & Central School Board of Education  
**Regular Meeting**  
February 7, 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 Safety Patrol Trip, 12.9 Approve Mentor

**Additions/**

Deletions: 11.1 Warrants for Information Only

**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

Primary School Principal

Brian Collier

**Visitors**

Erin Gramstad, Holly Cirello

**Visitors**

Mr. O'Brien welcomed Erin Gramstad, who will be replacing Joseph Gugino.

**Approve Minutes**

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve the meeting minutes of January 4, 2022. Yes-5, No-0, Motion carried.

**Meeting Minutes**

**Reports/Presentations**

**Reestablishment of Capital Reserve** – Mr. Gugino noted the current capital reserve expired in 2020 and the funds were rolled into the inappropriate reserves on the general fund account. The district would like to reestablish the fund which requires voter approval. A proposition will be presented at the May school budget vote.

**Reestablishment of Capital Reserve**

**Leadership Team Updates**

Mr. Lehr was unable to attend the meeting but prepared an update to include: 66% of MS students are on high/honor roll for the second quarter, all 5<sup>th</sup> and 6<sup>th</sup> grade students are passing all classes, 87% of 7<sup>th</sup> and 8<sup>th</sup> grade students have a passing average, modified girls basketball is undefeated with 30 players, modified wrestling has 12 athletes, and Binghamton University began their engineering afterschool program in the fab lab. The MS issued students a "Happiness Challenge". Results of the challenge will be shared in 2 weeks. Upcoming events include a winter ball dance and a fun night February 11 and March 11.

**MS Update**

Mr. Collier reported the PS enjoyed numerous Martin Luther King, Jr., activities, 2<sup>nd</sup> and 3<sup>rd</sup> graders worked with a 3D printer, and Mr. Kappauf's class built their own hydroponics grower. Progressive Dental conducted a presentation on dental health and distributed dental supplies to PS students. The PS provided social, emotional and mental health lessons to students. The American Heart Association fundraiser will begin soon, as will Valentine's Day events and the 100<sup>th</sup> day of school events. The PS is establishing enriched after school programs.

**PS Update**

Ms. Hover complemented an article on Ms. Eaton. She congratulated Madalyn Barrows on scoring 1000 points in basketball, noting only 4 females have achieved that accomplishment. Forty-five students are on high honor roll and 47 on honor roll. Students failing one or more courses per grade are: 9<sup>th</sup> grade – 15 students, 10<sup>th</sup> grade – 14 students, 11<sup>th</sup> grade – 12 students, 12<sup>th</sup> grade – 12 students. Ms. Hover reported the HS will focus on the seniors failing. DCMO BOCES presented on technical programs and students will visit the campus

**HS Update**

later in the month. She shared data provided by the social worker and intern.

**Public Comment**

Holly Cirello commented on the basketball presentation honoring Madalyn Barrow and Maureen McBride. She thought it was a great acknowledgement and encouraged more events like it.

**Public  
Comment**

**Superintendent's Report**

**Safety Patrol Trip** – Mr. Hillis reported the safety patrol advisors want to take 6<sup>th</sup> grade safety patrol students and those that participated whom are now in 8<sup>th</sup> grade on a trip to Hershey Park because the normal trip to Washington DC has been canceled again. The day trip is scheduled for May. Consensus of the BOE was in favor, however, they would like to research opportunities to continue to offer the Washington DC trip in the future. Mr. Hillis noted he will check with Chenango Forks, as they offer the trip yearly.

**Safety Patrol  
Trip**

**Digital Fabrication Lab** – Mr. Hillis reported WBNG will be airing a segment on the fab lab, interviewing those involved and the students this week.

**Digital  
Fabrication  
Lab**

**Department Chair Meetings** – Mr. Hillis noted the first department chairs meeting was held. The focus is to get curriculum aligned and benchmarking in place while aligning courses.

**Department  
Chairs**

**State Aid Runs** – Mr. Hillis stated the district has been removed from the fiscal stress list. Mr. Gugino shared a handout outlining state aid runs. Aid will increase overall about 6.6%. Mr. Hillis mentioned the projected fiscal cliff and noted the district will continue to stay on track with long-term planning and not overspend. The district is also strategizing on utilizing grant money.

**State Aid  
Runs**

**Transportation Report** – Mr. Hillis reported a recent DOT inspection was performed and the district received a perfect score of 100%. Mr. Hillis noted Head Bus Driver Ketchum has been acting proactively not reactively and is a good leader.

**Transportation  
Report**

At 6:31 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-5, No-0, Motion carried.

**Executive  
Session**

At 6:31 p.m., Ms. Hover and Mr. Collier were 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 7:21 p.m., Mrs. Gates made a motion, seconded by Mr. Emerson to come out of executive session.

**Come out of  
Executive  
Session**

**Communications**

The BOE acknowledged a correspondence from DCMO BOCES announcing the retirement of the district superintendent.

**Correspondence**

**Board Committee Reports**

Finance – Met 1/4/22

Policy – Met 9/27/21

Buildings & Grounds – Scheduled to meet 3/7/22 @ 5:30 pm

Transportation – Met 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 Mrs. Gates to approve resolution G1. Yes-5, No-0, Motion carried.

**2-22(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Occupational Therapy Contract with United Developmental Therapeutics effective September 1, 2022 through August 30, 2023.

**Occupational  
Therapy  
United  
Developmental  
Therapeutics**

**Business Office**

Mrs. Gates made a motion, seconded by Mrs. Locke to approve resolutions G2-G4. Yes-5, No-0, Motion carried.

**2-22(1) G2**

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

**Treasurers  
Report**

**2-22(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 December 2021.

**Internal  
Claims  
Auditor  
Report**

**2-22(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**

December 2021                      \$47,296.88

**Personnel**

Mrs. Gates made a motion, seconded by Mr. Emerson to approve resolutions C1- C9. Yes-5, No-0, Motion carried.

**2-22(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following hourly pay rates for duties performed outside of any negotiated contract and with prior administrative approval, effective immediately.

**Hourly  
Pay Rates**

- Teacher orientation during summer months:                      (\$28 per hour)
- Teacher after school student help that includes:                      (\$40 per hour)
  - 1. Response to Intervention
  - 2. Content specific instruction with a student or group of students
  - 3. Learning Support
  - 4. Recursive Learning
  - 5. Credit Recovery

**2-22(1) C2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Uday Mukhlis'** letter of resignation from his position of Science Teacher, retroactive to January 31, 2022.

**Science  
Teacher  
Resignation  
U. Mukhlis**

**2-22(1) C3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Booker Davis'** request for a leave of absence to begin approximately April 18, 2022, with an anticipated return date of May 31, 2022, from his position of Math Education Teacher.

**Leave of  
Absence  
B. Davis**

2-22(1) C4

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Christopher Rovente's** request to rescind his resignation from the position of Stage Director from the December 6, 2021 meeting minutes (Resolution 12-21(1) C1), effective immediately.

**Rescind  
Resignation  
Stage  
Director  
C. Rovente**

2-22(1) C5

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the advisor appointments for the 2021-2022 school year as follows:

**Advisors**

High School Advisors

Vocal Director

**Nina Savasta & Sarah Leach**

Stipend

\$986.50 each

2-22(1) C6

**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**

**Maureen Biviano** - Uncertified  
**Jacqueline Knoll-Carr** - Certified

2-22(1) C7

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Shaundra Davis** in the tenure area of Science Education, Professional Certification, effective March 11, 2022, probationary period to end March 11, 2025, base salary \$61,000, prorated to \$21,960. (Vice: Uday Mukhlis)

**Science  
Teacher  
S. Davis**

2-22(1) C8

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept, with regret, **Holly Abbott's** letter of resignation, for the purpose of retirement, from her position of Elementary Teacher, effective June 24, 2022.

**Elementary  
Teacher  
Resignation  
H. Abbott**

2-22(1) C9

**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 2021-2022 school year, \$600.00 stipend per semester:

**Mentor**

**Mentors and New Teachers**

First Year Teacher	Teaching Assignment	Mentor	Semesters
Shaundra Davis	Science	Judith Moore	2 <sup>nd</sup>

Mrs. Locke made a motion, seconded by Mrs. Gates to approve resolutions UC1- UC4. Yes-5, No-0, Motion carried.

2-22(1) UC1

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve temporarily increasing the hourly pay for Teacher Aide, **Kimberly Marshman** to \$25.00 per hour, retroactive to January 3, 2022 through June 24, 2022.

**Teacher Aide  
Temporary  
Pay Increase  
K. Marshman**

2-22(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**

**2-22(1) UC3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby create two fulltime positions of Bus Attendant, effective February 8, 2022.

**Create Bus Attendant Positions (2)**

**2-22(1) UC4**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Lori Kipp** to the position of Teacher Aide subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective February 8, 2022, at an hourly rate of \$13.20. (Vice: S. Whaley)

**Teacher Aide L. Kipp**

**Planning**

Mr. O'Brien noted the following reminders and recommended canceling the February 22 BOE budget meeting. Consensus of the BOE was in favor.

**Reminders**

- February 18 – No School, President’s Day Recess
- February 21 – No School, President’s Day

**Public Comment**

Holly Cirello stated, *“It takes a big heart to shape little minds, Mrs. Abbott taught for 45 years so she must have a huge heart.”*

**Public Comment**

**BOE Member Comments/Concerns**

Mrs. Locke talked about the legislative breakfast and how impressed she was with Emma Piela as a presenter.

Mr. Godfrey stated there was a number of assemblyman and senators that spoke well at the legislative breakfast.

**BOE Comments/Concerns**

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

Meeting adjourned at 7:27 p.m.

**Meeting Adjourned**



Michele D. Rice  
District Clerk

