

**Oxford Academy & Central School Board of Education  
Regular Meeting  
January 4, 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: 2.1 Approve Letter of Understanding (STEM), 12.2 Approve Substitute Teachers, and 12.3 Accept Foreign Language Teacher Resignation, 16.1 Particular Personnel Executive Session  
Deletions: None

**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**

**Visitors**

Sara Culotta, Julie Hasfjord, Shadrach Treat (via Zoom)

**Approve Minutes**

**Meeting  
Minutes**

Mrs. Gates made a motion, seconded by Mrs. Locke to approve the meeting minutes of December 7, 2020. Yes-5, No-0, Motion carried.

**Reports/Presentations**

**Digital  
Fabrication  
Laboratory**

**Digital Fabrication Laboratory** – Representatives from Siemens and TIES (Teaching Institute for Excellence in STEMS) presented on the STEM to Workforce Development Ecosystem plan with the district. The pilot program will take a lot of planning and cooperation from various stakeholders. Developing the plan will kick off with a Zoom meeting on January 20. The mayor of Oxford, community members, Chobani, BCC, Cornell Cooperative, DCMO BOCES, and school district teachers, students and administrators will be in attendance. (Senator Akshar was invited and may attend.) Ms. Culotta from Siemens talked about the energy performance project that was previously presented to the BOE. Mr. Treat explained the process as an alternative funding to accomplish capital project items. There is no upfront cost. An RFP is sent and awarded and then development begins. Once the development is completed the plans are sent to NYSED for approval. Once NYSED approves the project, the district can decide whether or not to move forward. If the project is voter approved, 85% of the cost will be aidable. If the district moves forward without voter approval 75% of the cost will be aidable. Mr. Treat had previously reported the program is guaranteed to pay for itself in savings over time.

Mrs. Gates made a motion, seconded by Mrs. Locke to approve resolution G05. Yes-5, No-0, Motion carried.

**1-21(1) G05**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Letter of Understanding for STEM to Workforce Development Ecosystem between Siemens Industry, Inc. and Oxford Academy and Central Schools.

**Letter of  
Understanding  
STEM to  
Workforce**

### Leadership Team Updates

Ms. Hover noted the first week back to school has been busy. Senator Akshar will present an award via zoom to a senior on January 14. Ms. Hover reported 60% of high school students are failing one or more courses. Faculty members are reviewing solutions to improve the failures. It was reported that the percentage of failing students is lower than the current national average. Ms. Hover stated Chenango County reported 117 new COVID cases in one day and that Oxford Academy has been approved as a COVID test site.

HS Update

Mr. Lehr noted teachers are reviewing the effectiveness of grading and homework in this new learning environment. He reported a few MS faculty members delivered Christmas packages to 41 students and the Facebook post regarding the delivery reached over 1700 people. Mr. Lehr noted the MS will celebrate Christmas in June since students were unable to celebrate prior to the Christmas break. Mr. Lehr and Mr. Holmquist will be conducting home visits to check on students not fully participating in school.

MS Update

Mr. Collier reported the primary school atmosphere is similar to the first day of school. Students are very excited to be back. He reported 90% of students are present and participating, however they are reaching out to the other 10% in an attempt to improve attendance.

PS Update

### Public Comment

None

At 6:52 p.m., Mr. Collier and Ms. Hover were excused from the meeting.

Excused

### Superintendent's Report

Bus Maintenance Facility Update – Mr. Hillis reported the transportation department moved into and is functioning out of the new bus facility. A prior concern about space to perform bus inspections no longer appears to be an issue.

Bus  
Maintenance  
Facility  
Update

Fiscal Stress – Mr. Hillis directed Mr. Gugino to report on the district's fiscal stress status. Mr. Gugino reported school districts that receive a rating of 25 or above are added to the list. Oxford Academy received a rate of 26, which is 20 points lower than last year. Mr. Gugino explained a RAN was authorized in anticipation of not being able to meet the high deductible medical plan claims. The RAN, unknowingly, adds 10 points to the fiscal stress rating. Mr. Gugino reported the district has a better understanding of the expenses and health claims from last year.

Fiscal Stress

Indoor Track – Mr. Hillis noted bowling has started. Indoor track may start later this week and higher risk sports (basketball and wrestling) are still on hold per Governor Cuomo. To date modified sports have not been discussed.

Indoor Track

At 7:00 p.m., Mrs. Locke made a motion, seconded by Mrs. Gates 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

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 7:09 p.m., Mr. Lehr was excused.

Come out of  
Executive  
Session

At 7:09 p.m., Mrs. Gates made a motion, seconded by Mr. Godfrey to come out of executive session.

### Communications

None

**Board Committee Reports**

Finance – Met November 2 at 5:30 pm  
Policy – Will be scheduled via Zoom  
Buildings & Grounds – Met December 7 at 4:30 pm  
Transportation – Met January 4 at 5:30 pm  
Personnel – Will meet February 1 at 5:30 pm

**BOE  
Committees**

**Old Business**

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

**1-21(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending Resolution 11-20(1) G4 from the November 2, 2020 Meeting Minutes to include a deadline date from the 2019-2020 external audit corrective action plan pertaining to the extracurricular activity funds.

**Amend  
Resolution  
11-20(1) G4**

**New Business**

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

**1-21(1) G2**

**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, 2021.

**MOU  
Chenango  
County  
Community  
Mental  
Hygiene**

**1-21(1) G3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge the 2020 Annual Fire Inspection Reports as given.

**2020 Fire  
Inspection  
Reports**

**Business Office**

None

**Personnel**

Mr. Emerson made a motion, seconded by Mrs. Locke to approve resolutions C1-C3. Yes-5, No-0, Motion carried.

**1-21(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve increasing substitute teacher pay to meet minimum wage requirements as noted.

**Increase  
Substitute  
Teacher Pay**

- Retired Teacher Substitute      \$120 per day
- Certified Teacher Substitute    \$110 per day
- Uncertified Teacher Substitute   \$100 per day

**1-21(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 2020-2021 school year.

**Substitute  
Teacher**

Garett Sylstra                      -                      Uncertified

**1-21(1) C3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Elizabeth Hall's** letter of resignation from her position of Foreign Language (Spanish) Teacher, effective March 5, 2021.

**Foreign  
Language  
Resignation  
E. Hall**

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

**1-21(1) UC1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve increasing support substitute pay to meet minimum wage requirements as noted.

**Increase  
Substitute  
Support  
Staff Pay**

- Typist Substitute \$95 per day
- Support Staff Substitute \$12.50 per hour

**Planning**

Mr. O'Brien noted the following reminders.

**Reminders**

- January 18, 2021 – Martin Luther King Jr. Day – No School
- January 20, 2021 – Digital Fabrication Lab – Design Studio I Innovation by Design Session via Zoom 9 am – noon
- February 1, 2021 – BOE Personnel Committee Meeting, 5:30 pm, District Office
- February 1, 2021 – BOE Meeting, 6 pm, MS Conference Room

**Public Comment**

None

**BOE Member Comments/Concerns**

Mr. Godfrey wished everyone a Happy New Year.

Mrs. Locke stated she's excited about the fabrication lab.

Mrs. Gates suggested contacting Kutik's Everything Bees regarding STEM.

**BOE  
Comments**

At 7:18 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 8:05 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 8:05 p.m.



Michele D. Rice  
District Clerk