

Oxford Academy & Central School Board of Education
Regular Meeting
January 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: 5.1 COVID Update

Deletions: 11.1 Warrants, 12.8 Create School Business Manager Position, 13.3 January 26 – 8th to 9th Grade Info Night Additions/
Deletions

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

(arrived at 6:10 pm) and Betsy Locke

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

Erin Gramstad

Visitors

Approve Minutes

Mrs. Gates made a motion, seconded by Mr. Godfrey to approve the meeting minutes of December 6, 2021. Yes-4, No-0, Motion carried. Meeting
Minutes

Reports/Presentations

FFA Trip – Mrs. Johnson requested to take seven FFA students to a workshop in Syracuse January 29 through 30. All COVID precautions will be followed as well as testing. The BOE was in favor of the trip and suggested parent permission/acknowledge of immediate pickup if their child becomes ill. FFA Trip

Capital Project Phase II Update – Mr. Duell and Mr. Gorman from BCA spoke about Phase II alternatives noting all will be included in the project since the primary school playground will be funded through an ESR grant. The paperwork will be submitted to NYSED this week with bidding to occur in the late spring. Capital
Project Phase
II Update

Leadership Team Updates

Mr. Collier noted students were busy making gifts for parents and the faculty/staff participated in a secret Santa event. The holiday concerts were great. A second round of benchmarking students has been completed. The PS had a visit from Cornell Cooperative and the 4th grade conducted research and displayed a museum on their findings. Attendance has dropped a little but nothing dramatic. PS Update

Mr. Lehr spoke about peer recognition day which included band and chorus students performed, along with modified sports teams to show their peers what activities are available and how much fun they can be. The feedback from 5th and 6th graders was great. Modified sports teams had a good season. More teams are beginning their seasons. Mr. Lehr reported on a student survey asking students how they feel on safety and belonging. He reported the MS concert was good and the program is showing growth. Ms. Branham will be replaced by Mrs. Leach and Mrs. Whaley will be joining the primary school staff. The MS peer mediation program has shown progress with decreasing student course failings. MS Update

Ms. Hover congratulated those involved with the HS concert and art show. Mrs. Carey offered ornament making to students during lunch, and student council established holiday spirit days. January Regents exams have been canceled. The annual play is scheduled for HS Update

January 15th and 16th. The 8th to 9th grade information night will be conducted as a video for students and parents to view. The latest version of the HS newsletter has been published. Ms. Hover offered thanks to substitute teachers and aides for helping to get through COVID sicknesses and quarantines.

Public Comment

None

Superintendent's Report

COVID Report – Mr. Hillis reported over the holiday break, Albany announced they would send COVID testing kits to schools. Oxford Academy received kits Monday afternoon and have instructed parents/guardians they can pick up testing kits on Wednesday. Ms. Hover added that the district was supplied with a large number of masks obtained through a grant that will be shared among buildings. Mr. Hillis stated the Department of Health continues to change COVID protocols. Some districts are having staffing issues but Oxford seems to be OK with only a few cases.

COVID Report

Mr. Gugino informed the BOE that a former alumni, John Popovczak, made a \$40,000 contribution towards the Oxford Academy scholarship program. He added this is the second donation from Mr. Popovczak. The first donation went towards the work-based learning program.

Donation

At 6:40 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 6:40 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 7:02 p.m., Mr. Lehr was excused.

Excused

At 7:02 p.m., Mrs. Gates made a motion, seconded by Mr. Emerson to come out of executive session.

Come out of Executive Session

Communications

None

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 – Scheduled to meet 2/7/22 @ 5:30 pm

Personnel – Met 11/1/21

BOE Committees

Old Business

None

New Business

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

1-22(1) G1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge the 2021 Annual Fire Inspection Reports as given.

**Annual Fire
Inspection
Reports**

Business Office

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolutions G2-G8. Yes-5, No-0, Motion carried.

1-22(1) G2

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

**Treasurers
Report**

1-22(1) G3

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

**Treasurers
Report**

1-22(1) G4

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

**Treasurers
Report**

1-22(1) G5

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 November 2021.

**Internal
Claims
Auditor
Report**

1-22(1) G6

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**

November 2021 \$47,758.17

1-22(1) G7

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 September 2021 AS7, October 2021 AS7, November 2021 AS7, December 2021 AS7, CSA Retreat 8/3-8/4/21, Sports Official Warrants 10/1/21, 11/5/21 and 12/3/21, and Recycling of Batteries and Lighting totaling \$1,279,588.79.

**DCMO
BOCES
Invoices**

1-22(1) G8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept the 2020-2021 Returned School Taxes Report prepared by Chenango County Tax Department as given.

**Returned
School Taxes
Report**

Personnel

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

1-22(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve payment for services offered, to those whom qualify, during sporting events, including but not limited to, ticket taking, score keeping and/or crowd control, for the 2021-2022 school year to the following individuals:

Ticket takers

Corbin Henry, retroactive to 12/1/21

1-22(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
Teacher**

Jada Albin - Uncertified

1-22(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby amend resolution 12-21(1) C3 from the December 6, 2021 meeting as follows:

**Amend
Resolution
12-21(1) C3**

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 the first week in June 2022, with an anticipated return date of November 21, 2022, from her position of English Education Teacher.

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolutions UC1- UC4 and UC6. Yes-5, No-0, Motion carried.

1-22(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.

**Substitute
Pay Increase**

- Typist Substitute \$13.20 per hour
- Support Staff Substitute \$13.20 per hour

1-22(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**

Jada Albin - Teacher Aide PT Sub

1-22(1) UC3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Stacey Whaley's** letter of resignation from her position of Teacher Aide, retroactive to January 2, 2022.

**Teacher Aide
Resignation
S. Whaley**

1-22(1) UC4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Stacey Whaley** to the position of full-time Clerk subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, retroactive to January 3, 2022, hourly rate remains the same (\$20.24 hr). (Vice: C. Hendricks)

**Clerk
S. Whaley**

1-22(1) UC6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the provisional appointment and contract of **Erin Gramstad** to the position of School Business Manager, pending Civil Service Certification, subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County and pending the Decentralized Eligible List for School Business Manager from Chenango County Civil Service Personnel Department, effective February 7, 2022, salary of \$90,000, prorated to \$44,500. (Vice: H. Covey)

**School
Business
Manager
E. Gramstad**

Planning

Mr. O'Brien noted the following reminders.

- January 17 – No School, Martin Luther King Jr. Day
- January 26 – UPK Information Night
- February 7 – BOE Transportation Committee Meeting, 5:30 pm
- February 7 – BOE Meeting, MS Conference Room, 6:00 pm

Reminders

Public Comment

None

BOE Member Comments/Concerns

Mr. Godfrey wished everyone a Happy New Year and congratulated the basketball teams for their performances at the Edmeston Christmas Tournament.

**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 7:08 p.m.



Michele D. Rice
District Clerk

**Meeting
Adjourned**