

**Oxford Academy & Central School Board of Education
Regular Meeting
January 8, 2024**

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 January 19 – Possible lock in at Middle School, 8pm-8am

Additions

Deletions: 2.2 National ELA Conference – Mr. Rovente

Deletions

Present were Trustees: Julie Gates, John Godfrey, Nathaniel Emerson, Matthew Leach and Brian Sheridan.

Present

Interim Superintendent

Terrance Dougherty

School Business Manager

Erin Gramstad

District Clerk

Michele Rice

High School Principal

Dawn Hover

Middle School Principal

Greg Lehr

Primary School Principal

Brian Collier

Visitors

Holly Cirello, Julie Bogardus, Courtney Emerson, Holly Abbott, Scott Duell, Mike Rullo, Ben Maslona, Tim Weber, Jonathan Rogers, Rebecca Rosas, Kathryn Rutz, Sarah Smith, Cat Reeder

Visitors

Approve Minutes

Mr. Leach made a motion, seconded by Mr. Emerson to approve the meeting minutes of December 4, 2023. Yes-5, No-0, Motion carried.

Minutes

Reports/Presentations

Mr. Rullo, DCMO BOCES District Superintendent Introduction – Mr. Rullo noted he was originally scheduled to meet the BOE members at tonight’s meeting but was able to do so prior to this meeting. He offered to answer any questions the BOE may have.

**Mr. Rullo
DCMO BOCES
District
Superintendent
Introduction**

BCA Presentation – Mr. Duell shared a proposed capital project presentation. This project was developed following the completion of a building condition survey. The following project priorities were noted: preservation at the middle school, security, STEAM/Ag Ed/Tech at the HS, outdoor PE updates, tennis court resurfacing, playground work, HS/PS campus parking lot reconfiguration, and infrastructure improvements at a cost of \$20 million. Solar energy panels were discussed and will be evaluated.

BCA Presentation

C&S Engineers – Mr. Weber introduced himself noting the BOE would be seeing him a lot in the future.

C&S Engineers

Fiscal Advisors Presentation – Mr. Maslona shared a document on building aid, cost allowances and a review of outstanding debt and building aid. He noted building aid ratio for the proposed capital project is 95.8%. Building aid is paid over 15, 20 or 30 years. Mr. Maslona reviewed the current outstanding projects, how a new project would impact the district, and the importance of maintaining the debt ratio with projects dropping off to keep the local impact low and/or at no cost.

**Fiscal Advisors
Presentation**

Catalyst Program Events – Mr. Lehr shared the following proposed catalyst events, noting no additional liability insurance coverage is required for either.

**Catalyst Program
Events**

- January 19 – 8 pm to 8 am – 7th and 8th grade lock in (Mr. Lehr will be in attendance the entire time)
- March 9 – noon to 3 pm – March Madness Carnival at the MS

The BOE was in favor of both events.

Leadership Team Updates

Ms. Hover noted the following events occurred in December: parent/teacher conferences, Clyde Cole wrestling tournament, drama club play, instrumental concert, spirit week and a holiday party. Employees from Fabius-Pompey School District will visit the STEAM room this week.

HS Update

Mr. Lehr stated fifth graders helped prepare free Christmas meals, DCMO BOCES employees visited the fab lab, the holiday concerts were well attended, the MS is offering an art elective and all state testing will be via computer. Eighth graders will attend SUNY Broome's career interest presentation. He noted there will be a snowball dance prior to the MS lock in on January 19.

MS Update

Mr. Collier noted the following events occurred in December: parent/teacher conferences, book fair, holiday dress up along with special events throughout the month. LETRS training is ongoing. Once completed, 95% of PS faculty will have attended the training. The PS will have three student teachers this semester. Upcoming events include UPK information night, winter concerts and a Lion King play.

PS Update

Public Comment

Mrs. Bogardus referred to her letter on classroom size and asked if the BOE had any questions.

Public Comment

Mrs. Cirello thanked Mr. Collier for encouraging all faculty to take the LETRS training.

Mrs. Smith shared her same concern with the class size. She also suggested that the district look at CTE pathways since STEAM is being mentioned.

Mrs. Reeder noted she is starting a CTE Ag program in Afton and is happy to share information with the district. She complemented Mr. Lehr and Mr. Collier about bringing her kids back to Oxford. She also noted her concern with the class size previously mentioned.

Interim Superintendent's Report

Dr. Dougherty noted Mr. Rullo will be conducting the superintendent search and shared the proposed timeline outlining those services. He spoke about the capital project and fees and services associated with the architect, construction management, fiscal and communication consultants/firms. Dr. Dougherty addressed the topics of a new PS gym (not practical), and solar panels. He recommended approving a draft of a workforce violence prevention policy, shared BOE roles and responsibilities along with a self-evaluation guide. He presented information on the legislative breakfast, budget development, SledFest scheduled for February 3, review of the 2023-24 instructional calendar, development of the 2024-2025 calendar, an enrollment study, January 2024 Regents schedule, and a career fair at the HS on January 12. Dr. Dougherty also talked about medical concerns that occurred at the high school.

Interim Superintendent's Update

At 7:58 p.m., Mr. Godfrey made a motion, seconded by Mr. Emerson to enter into executive session for the purpose of other matters made confidential by state or federal law and 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. Mr. Lehr and Mr. Rullo were invited to attend.

Executive Session

Mr. Emerson made a motion, seconded by Mr. Leach to appoint Dr. Dougherty 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 8:05 p.m., Mr. Lehr was excused.

Excused

At 8:09 p.m., Mr. Sheridan made a motion, seconded by Mr. Emerson to come out of executive session. Yes-5, No-0, Motion carried.

Come out of Executive Session

Communications

The Board acknowledged an invitation to attend the Legislative Breakfast on January 27 and a communication pertaining to class size from Mrs. Bogardus.

Correspondence

Old Business

None

New Business

Mr. Emerson made a motion, seconded by Mr. Leach to approve resolutions G1-G2. Yes-5, No-0, Motion carried.

01-24(1) G1

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby appoint **Michael Rullo**, District Superintendent of the DCMO BOCES, as the search consultant for the position of Superintendent of Schools.

**Mr. Rullo
Supt Search
Consultant**

01-24(1) G2

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve a DRAFT of the below Legally Mandated Policy:

**Draft - Policy
Workplace Violence
Prevention Policy**

#18 – Workplace Violence Prevention Policy

Business Office

Warrants were provided for information only.

Warrants

Mr. Emerson made a motion, seconded by Mr. Leach to approve resolutions G3-G11. Yes-5, No-0, Motion carried.

01-24(1) G3

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby acknowledge receipt of the Internal Claims Auditor Report prepared by DCMO BOCES for October 2023.

**Internal Claims
Auditor Report**

01-24(1) G4

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Treasurers Report for October 2023 as given.

**Treasurers
Report**

01-24(1) G5

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the General Ledger Report for Extracurricular Account for the following month:

November 2023 \$52,924.67

**Extracurricular
Account
Report**

01-24(1) G6

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the DCMO BOCES billings (contract invoices) for services rendered for C0119-24 Contract Billing, and Sports Official Warrant totaling \$383,545.12.

**BOCES
Invoices**

01-24(1) G7

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Agreement with Mower Public Relations as presented.

Mower Public Relations

01-24(1) G8

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Agreement with Fiscal Advisors & Marketing as presented.

Fiscal Advisors & Marketing

01-24(1) G9

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Agreement with Bernier, Carr and Associates as presented.

Bernier, Carr & Associates

01-24(1) G10

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Transportation Contracts between Sherburne-Earlville Central School District and Oxford Academy & Central School District for Sherburne-Earlville to transport Oxford students and for Oxford to transport Sherburne-Earlville students for the 2023-2024 school year.

Transportation Contract SE

01-24(1) G11

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby award the request for proposals pre-referendum bid for construction management services to C&S Companies of 499 Col. Eileen Collins Blvd., Syracuse, NY 13212 in an agreed amount not to exceed \$20,000.

Transportation Contract SE

Personnel

Mr. Emerson made a motion, seconded by Mr. Godfrey to approve resolutions C1-C6 and UC1-UC3. Yes-5, No-0, Motion carried.

01-24(1) C1

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve **Lanette (Lynn) Breck** as an Oxford Academy Volunteer to work in the Primary School.

Volunteer L. Breck

01-24(1) C2

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Teachers for the 2023-2024 school year.

Substitute Teachers

- Cara Bradley** - Uncertified
- Jonathan Jankowski** - Uncertified
- Diana Meade** - Uncertified
- Connie Smith** - Uncertified

01-24(1) C3

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Memorandum of Agreement (MOA) with the Oxford Teachers' Association and Employee Mr. Voce, regarding years of service, as presented.

OTA MOU Retirement

01-24(1) C4

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby accept **Matthew Voce's** letter of intent to retire

Teacher Retirement

from his position of Elementary Teacher as per the terms of OTA MOU dated December 21, 2023, effective after the close of day June 30, 2024.

01-24(1) C5

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of the following Winter Coaches for the 2023-2024 school year, pending coaching certification requirements, stipend as per Oxford Teachers' Association Agreement.

Winter Coaches

SPORT

COACH

8th grade girls Volleyball
7th grade girls Volleyball

Renee Johnson
Megan Kappauf

01-24(1) C6

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of the following Department Chair for the 2023-2024 school year, at a pro-rated stipend of \$1,250.00.

**Department Chair
ELA/LOTE
S. Magrath**

5-12 ELA/LOTE **Shawn Magrath**

01-24(1) UC1

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby accept **Mark Hodge's** letter of intent to retire from his position of Director of Facilities I, effective after the close of day December 20, 2024.

**Retirement Director of Facilities I
M. Hodge**

01-24(1) UC2

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Support Staff for the 2023-2024 school year.

Substitute Support Staff

Alicia Gracin - Bus Driver PT Substitute
Lois VanWagner - Teacher Aide PT Substitute, retroactive to 11/27/23

01-24(1) UC3

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve increasing support substitute pay to meet minimum wage requirements at \$15.00 per hour.

Minimum Wage Increase

Planning

Mrs. Gates noted the following reminders.

- January 12 – HS Career Day (snow date 1/16)
- January 15 – Martin Luther King, Jr. Day – No School/Offices Closed
- January 18 – 3rd & 4th Grade Concert, 6 pm, OAPAA
- January 19 – UPK-2nd Grade Concert, 8:30 am, OAPAA
- January 19 – Possible Lock In at Middle School, 8 pm – 8 am
- January 23-26 – Regents Exams
- January 27 – Annual Legislative Breakfast, 9 am, The Wild Owl, Greene
- January 31 – UPK Information Night
- February 3 – Possible SledFest, 3-6 pm, Oxford Football Field
- February 5 – BOE Meeting, 6 pm, MS Conference Room

Reminders

Public Comment

Mr. Rogers stated the teacher union would like to offer direct communications with the BOE.

Public Comment

BOE Member Comments/Concerns

Mr. Godfrey will attend the Legislative Breakfast and asked about Lobby Day. *(It was noted no information on Lobby Day has been received.)*

Mr. Emerson stated those in attendance for the SledFest need to be aware of the large pole at the bottom of the hill. (Block it off and/or move to a different area.)

At 8:17 p.m., Mr. Emerson made a motion, seconded by Mr. Leach 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. Mr. Collier, Mr. Lehr, Ms. Hover and Ms. Gramstad were invited to attend.

Mr. Emerson made a motion, seconded by Mr. Sheridan to appoint Dr. Dougherty Clerk Pro Tem. Yes-5, No-0, Motion carried.

At 9:45 p.m., Mr. Sheridan made a motion, seconded by Mr. Godfrey to come out of executive session.

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

Meeting adjourned at 9:46 p.m.



Michele D. Rice
District Clerk

**BOE Member
Comments/
Concerns**

**Executive
Session**

Clerk Pro Tem

**Come out of
Executive Session**

Meeting Adjourned