

**Oxford Academy & Central School Board of Education
Regular Meeting
January 9, 2023**

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: 10.6 Approve BOCES Invoices, 11.8 Acknowledge PT Bus Attendant Resignation, and 11.9 Acknowledge Teacher Aide/HS Nurse Letter of Intent to Retire
Deletions: 11.2 Amending Department Chairs

**Additions/
Deletions**

Present were Trustees: Julie Gates, John Godfrey, Betsy Locke, Nathaniel Emerson and Matthew Leach.

Present

Superintendent

John Hillis

School Business Manager

Erin Gramstad

District Clerk

Michele Rice

High School Principal

Dawn Hover

Middle School Principal

Gregory Lehr

Primary School Principal

Brian Collier

Visitors

Holly Cirello, Jonathan Rogers, Courtney Emerson, Renee Johnson

Visitors

Approve Minutes

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

Minutes

Reports/Presentations

FFA Member Leadership Series Conference and State Leaders Experience Conference –

**FFA
Events**

Mrs. Johnson informed the BOE of two events she would like students to participate in. January 28-29 is a conference in Syracuse. Approximately 800 students will attend. She would like to take 8 students. February 6-7 is a conference in Albany. She would like to take 6 students. The BOE was in favor of both overnight trips.

Leadership Team Updates

Mr. Lehr shared data on student attendance and passing and failing numbers. The middle school is utilizing the enrichment period and built in reading and math time. Home visits are occurring for those chronically absent. Students were offered a survey that will be reviewed by the building growth team.

MS Update

Mr. Collier complemented the UPK-2 grade concert. He noted the 3rd and 4th grade concert is being rescheduled. The staff enjoyed a holiday gift exchange and students enjoyed a visit from Santa. Parent/teacher conferences went well, as did the book fair. Mr. Collier provided an update on attendance and math fluency goals. The primary school will host 6 student teachers and the UPK informational night will be in person this year.

PS Update

Ms. Hover applauded the high school concert and student activities that occurred during spirit week. She informed the BOE of a new app that writes papers for students. Seven students need to retake a Regents exam. Ms. Hover reported 4 indoor track students broke a record by 7 seconds. SUNY Oneonta will partner with Oxford Academy by offering 2 college classes to start building student interest in teaching.

HS Update

Public Comment

Mrs. Cirello talked about the enrichment period and how much she enjoys connecting with students during that time. Every PS student attends enrichment during the week.

**Public
Comment**

(Mr. Emerson suggested putting together a report on how enrichment is going throughout the district.)

Superintendent’s Report

Capital Project Updates – Mr. Hillis reported Fiscal Advisors is recommending another capital project to keep the district debt ratio in line. A building condition survey will be conducted in late spring with a possible project vote in May 2024. One item Mr. Hillis will suggest is altering the PS/HS drop off/pick up pattern. Mr. Hodge provided an update on the current ongoing projects in the district. The 10.6 million project will wrap up after the PS playground rubber mat is poured in the spring and the auditorium sounds and lights system is complete this summer. The energy performance contract will be completed when boiler work in the MS is completed in March and the pilot project (sensors and lights) installation is complete. Mr. Hillis reported that Siemens viewed Mr. Kappauf’s STEAM video and want to use it in their advertising.

Capital Project Updates

Health Insurance – Mr. Hillis noted the district is going to meet with Mrs. Ferrarese on a health insurance RFP (request for proposals).

Health Insurance

At 6:34 p.m., Mr. Emerson 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 6:34 p.m., Ms. Hover and Mr. Collier were excused.

Excused

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

Clerk Pro Tem

Mr. Emerson made a motion, seconded by Mr. Leach to approve the CSE minutes. Yes-5, No-0, Motioned Carried.

CSE Minutes

At 6:44 p.m., Mr. Lehr was excused.

Excused

At 6:44 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey to come out of executive session. Yes-5, No-0, Motion carried.

Come out of Executive Session

Communications

The Board acknowledge a correspondence from Mr. LaMonica and a correspondence from Mr. Fleury.

Correspondence

Old Business

None

New Business

None

Business Office

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions G1-G6. Yes-5, No-0, Motion carried.

Extracurricular Account Report

1-23(1) G1

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:

November 2022 \$57,364.80

1-23(1) G2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurers Report for September 2022 and October 2022 as given.

Treasurers Report

1-23(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 November 2022.

**Internal
Claims
Auditor
Report**

1-23(1) G4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept the 2021-2022 Returned School Taxes Report prepared by Chenango County Tax Department as given.

**Returned
School Taxes**

1-23(1) G5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby grant authorization to **Erin Gramstad**, as District Treasurer, and **Michele Rice**, as District Deputy Treasurer, access to the Oxford Academy and Central School District Safe Deposit box hosted at the NBT Bank location at 10 North Canal Street, Oxford.

**Safe Deposit
Box
Authorization**

1-23(1) G6

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 Sports Official Warrants 043-23OT and AS-7 Contract Invoice CO114-23 totaling \$362,491.46.

**DCMO
BOCES
Invoices**

Personnel

Mr. Emerson made a motion, seconded by Mr. Leach to approve resolutions C1, UC1 – UC7. Yes-5, No-0, Motion carried.

PERSONNEL

1-23(1) C1

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 2022-2023 school year.

**Substitute
Teachers**

- Samantha Darling** - Uncertified, *pending fingerprint clearance*
- Shay Franklin** - Uncertified
- Seamus Nolan** - Uncertified

1-23(1) UC1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Todd Hall's** letter of resignation from his position of Full-time Bus Driver, retroactive to December 9, 2022.

**Bus Driver
Resignation
T. Hall**

1-23(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 2022-2023 school year.

**Support Staff
Substitutes**

- Haley DeJager** - Teacher Aide PT Sub, retroactive to 12/8/22
- Priscilla Todd** - Teacher Aide PT Sub, pending fingerprint clearance

1-23(1) UC3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the permanent appointment, retroactive to December 5, 2022 of **Jennifer-Jo Merritt**, to the position of 12-month Account Clerk, subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of

**Permanent
Appointment
Account
Clerk
J. Merritt**

Chenango County effective August 11, 2022 salary of \$15 per hour/prorated salary of \$25,763.

1-23(1) UC4

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 Full-time Clerk, retroactive to January 4, 2023.

**Clerk
Resignation
S. Whaley**

1-23(1) UC5

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 Teacher Aide subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, retroactive to January 5, 2023, salary \$26,818 (Vice: New)

**FT Teacher
Aide
S. Whaley**

1-23(1) UC6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Lisa Conway's** letter of resignation from her position of Part-time Bus Attendant, effective January 13, 2023.

**PT Bus
Attendant
Resignation
L. Conway**

1-23(1) UC7

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Susanna Colquitt's** letter of intent to retire from her position of Teacher Aide (assigned to HS Nurse's office), effective after the close of day October 31, 2023.

**Intent to
Retire
T. Aide/
HS Nurse
S. Colquitt**

Planning

Mrs. Gates noted the following reminders.

- January 16, 2023 – No School, Martin Luther King, Jr. Day
- January 24-27, 2023 – Regents Exams
- February 6, 2023 – BOE Meeting, 6 pm, MS Conference Room

Reminders

Public Comment

Mrs. Cirello gave kudos to Mr. Kappauf and his mac and cheese competition through the Ag in the Classroom with teachers. She said it was fun and nice to be able to participate.

**Public
Comment**

BOE Member Comments/Concerns

None

Mr. Hillis requested an executive session for particular personnel.

**BOE
Member
Comments/
Concerns**

At 6:52 p.m., Mr. Emerson 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**

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

**Clerk Pro
Tem**

At 7:07 p.m., Mr. Leach 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, Mr. Emerson made a motion, seconded by Mr. Leach to adjourn. Yes-5, No-0, Motion carried.

Meeting adjourned at 7:07 p.m.

A handwritten signature in cursive script that reads "Michele D. Rice". The signature is written in black ink and is positioned above the printed name and title.

Michele D. Rice
District Clerk

**Meeting
Adjourned**