

**Oxford Academy & Central School Board of Education
Reorganizational Meeting
July 10, 2023**

Mrs. Rice called the meeting to order at 6:00 p.m.

Call to Order

Mrs. Rice led those present in the flag salute.

Flag Salute

Additions: 11.22 Accept Science Teacher Resignation, 11.23 Approve Administrators' Association Tentative Agreement, 11.24 Approve MOA with Administrators Association, 11.33 Approve Amending a Portion of Resolution 06-23(1) UC1
Deletions: 15.1 Particular Personnel

**Additions/
Deletions**

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

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

Courtney Emerson, Holly Cirello, Julie Bogardus

Visitors

Mrs. Rice called for president nominations. Mr. Emerson nominated Mrs. Gates, seconded by Mr. Godfrey. Yes-5, No-0. Motion carried.

**President
Nomination**

Mrs. Rice called for vice president nominations. Mrs. Gates nominated Mr. Godfrey, seconded by Mr. Emerson. Yes-5, No-0. Motion carried.

**Vice
President
Nomination**

Oaths of Office were taken.

Oaths

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

07-23(1) G1

BE IT RESOLVED: that the Oxford Academy & Central School Board of Education does hereby approve the below appointments and authorizations for the 2023-2024 school year effective through the 2024-2025 Reorganizational Meeting.

**Yearly
Appointments**

1. Superintendent - John Hillis
2. Clerk of the Board - Michele Rice
3. Clerk Pro-Tem - John Hillis
4. Treasurer – Erin Gramstad
5. Deputy Treasurer(s) - Board President, Secretary to the Superintendent
6. Tax Collector - Hope Crawford
7. Tax Roll Extended - Chenango County Real Property Tax Service & Print Bills
8. Purchasing Agent - John Hillis
9. Safeguard of all Fixed Assets - John Hillis
10. Attendance Officer - John Hillis
11. Chief Information Officer - Jennifer Davis
12. Supervisors of School Building Register of Attendance:
Primary School – Chelsea Miller
Middle School – Carrie Moyer
High School - Susanna Colquitt

13. Advisory Council - DCMO BOCES Career and Technical Education Advisory Council
14. Internal Claims Auditor - DCMO BOCES
15. External Auditor – Allied CPA’s, PC
16. Bond Counsel - Bond, Schoeneck & King, LLP
17. School Physician – Dr. Jennifer O’Reilly
18. Official Newspaper - The Evening Sun (Norwich, NY)
19. Official Depository-

<u>Institution</u>	<u>Maximum Limits</u>
NBT Bank, N.A.	\$15,000,000
JP Morgan Chase Bank	\$15,000,000
Bank of America	\$20,000,000
Alliance Bank, N.A.	\$ 5,000,000
MBIA Investors (Class)	\$15,000,000
BOCES Cooperative Investment Services	\$15,000,000

20. Safe Deposit Box Authorization/Access – Erin Gramstad and Michele Rice
21. Auditors of Classroom Accounts – Erin Gramstad and Matthew Dorman
22. Extra Classroom Accounts Treasurer - Matthew Dorman
23. Extra Classroom Accounts Co-Signer – Dawn Hover
24. School Attorneys – Ferrara Fiorenza PC Law Firm
25. Approve Budget Transfers - John Hillis
26. Approve Change/Field Orders under \$20,000 - John Hillis
27. Approve Conference Attendance - John Hillis
28. Bonding Authorization - Treasurer, Tax Collector, Deputy Treasurer and Business Administrator-\$1,000,000
Internal Auditor- \$1,000,000
All Others: \$100,000
Extracurricular - \$50,000
29. Authorize Disposals - John Hillis
30. Mileage Reimbursement Rate - \$.25 per mile, IRS standard mileage rate if no school vehicle is available
31. Approve Substitute Rates - Uncertified Teachers-\$115/Day
Certified Teachers-\$125/Day
Retired Teachers-\$130/Day
Support Staff - \$14.20/Hr. until 12/30/23 then
minimum wage increase
Typist Substitutes - \$115/Day
Bus Drivers - \$25.00/Hr. – Minimum 2 Hrs.
Registered Nurse-\$120/Day

Long-term Substitutes

- Retired Teacher \$225.00 per day
- Certified/Non-Certified \$195.00 per day

Long-term substitutes will plan and perform the duties of a certified teacher for a minimum of 30 consecutive business days in the same position. The regular substitute teacher pay will apply for the first 30 consecutive days of duty. At day 31, the long-term substitute rate will begin to be applied. Retro pay will be issued for substitutes hired daily that surpass 30 days in the same position and will be issued long-term substitute pay when they hit 31 days.

32. Approve Federal and State Programs - Title I, Title II, Title IV, NCLB Title VI, IDEA Part B Section 611, IDEA Part B, Section 619, National School Lunch, National School Breakfast and Surplus Food, Universal Pre-K
33. Use/Rental of School Facilities - per Policy
34. Payroll Certification - John Hillis
35. Authorization to Establish Petty Cash & Change Funds
Middle School - Teresa Morley-\$50.00

School Lunch Change Fund - Debra Morris -\$75.00

District Office – Erin Gramstad-\$100.00

36. Records Management Officer - Hope Crawford
37. Records Access Officer – Erin Gramstad
38. Legislative Liaison - John Hillis
39. District Dignity for all Students Act Coordinators - Brian Collier, Gregory Lehr, Dawn Hover
40. Compliance Officers - Dawn Hover and John Hillis
41. District Liaison for the Education of Homeless Youth - Gregory Lehr
42. Medicaid Compliance Officer - Gregory Lehr
43. 504 ADA Compliance Officer - Gregory Lehr
44. Migrant Student Officer - Dawn Hover
45. Foster Care Point of Contact - Dawn Hover
46. Census Enumerator – Teresa Morley
47. ESL (English as a Second Language) Coordinator - Dawn Hover
48. ~~Mentor Coordinator – Dawn Hover~~
49. Academic Intervention Services (AIS)/RIT Coordinator - Brian Collier
50. District HIPPA Privacy Officer - Brian Collier
51. District COBRA Officer – Erin Gramstad
52. Delinquent Youth Liaison - Gregory Lehr
53. Data Protection Officer - Jennifer Davis
54. District Hearing Officer - Carl Koenig
55. Asbestos Designee - Mark Hodge
56. Chemical Hygiene Officer - Mark Hodge
57. Article 19A Coordinator – Mr. Ketchum
58. Board of Education Meeting Nights - 1st Monday for Regular Meetings

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

07-23(1) G2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby appoint the Board Committee Members for the 2023-2024 school year as follows:

**BOE
Committees**

Oxford Academy Hall of Distinction Representative:	John Godfrey
Chenango County School Board Association Representative:	Matthew Leach
New York State School Boards Association Representative:	NA

07-23(1) G3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Audit Committee Membership for the 2023-2024 school year as follows:

**Audit
Committee**

Julie Gates	Board Member
John Godfrey	Board Member
Mary Branham	Community Member

Mr. Emerson made a motion, seconded by Mr. Godfrey to approve resolutions G4 - G21. Yes-5, No-0, Motion carried.

07-23(1) G4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby authorize the Secretary to the Superintendent, Board President and/or School Business Manager to sign checks in the absence of the District Treasurer.

Sign Checks

07-23(1) G5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby authorize the Superintendent of Schools to enter into contracts for services on behalf of the Oxford Academy & Central School District.

**Enter into
Contracts**

07-23(1) G6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does and hereby agrees that the district shall provide legal counsel and indemnify to its members, officers, the superintendent of schools, and school building and district administrators against all uninsured financial loss arising out of any proceedings, claim, demand suit, judgment by reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while said member, officer, superintendent, building administrator or district administrator is acting within the scope of his/her employment or at the direction of the Board of Education and in addition that this clause is continued in the employment contracts of the superintendent, school building and school district administrators.

**Legal
Counsel
&
Indemnify**

07-23(1) G7

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board of Education of the Oxford Academy and Central School District hereby adopts, in full, the coverage provided by Section 18 of the New York Public Officers Law. This coverage shall not supplant any existing protection and/or coverage provided by any other section of law, but shall add to and supplement such existing coverage.

**NY Public
Officers Law
Coverage**

07-23(1) G8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board hereby re-adopt all existing Policies.

Policies

07-23(1) G9

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby adopt the 2023-2024 Board Meeting Schedule as presented.

**2022-23
BOE Meeting
Schedule**

07-23(1) G10

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the student awards checking account, used for academic and scholastic achievement awards funded by donations from businesses and community activities, to carry a zero balance upon the disbursement of such awards to eliminate the account from being closed.

**Student
Awards
Account**

07-23(1) G11

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the authorization of the following employees to use a district-owned cellular telephone as per Board policy.

**District-
Owned
Cellular
Phones**

- Brian Collier** - Primary School Principal
- Gregory Lehr** - Middle School Principal/Director of Special Programs
- Dawn Hover** - High School Principal
- Timothy Davis** - Athletic Director
- Mark Hodge** - Superintendent of Buildings & Grounds
- Jennifer Davis** - Computer Technician
- Clifton Ketchum, Jr.** - Head Bus Driver
- Edward Holmquist** - MS Transition Coordinator
- Scott Donahue** - Digital Fabrication Lab Manager
- Jared Gorman** - Facilities/Grounds

07-23(1) G12

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following CSE/CPSE Committee, Sub-Committee, and 504 Committee Members for the 2023-2024 school year.

**CSE/CPSE
Sub & 504
Committee
Members**

CSE/CPSE Committee Members:

- Gregory Lehr** - CSE Chair/Director of Special Programs
- Jennifer Ostrom** - CSE/CPSE Chair Backup
- Jennifer Ostrom** - School Psychologist

CSE/CPSE Sub-Committee Members:

- Gregory Lehr** - CSE/CPSE Chair/Director of Special Programs
- Jennifer Ostrom** - CSE/CPSE Chair Backup
- Jennifer Ostrom** - School Psychologist

504 Committee Members:

- Gregory Lehr** - 504 Chair/Director of Special Programs
- Jennifer Ostrom** - 504 Chair Backup
- Jennifer Ostrom** - School Psychologist

07-23(1) G13 Engineering, Biomedical Equipment and Supplies

BE IT RESOLVED:WHEREAS, it is the plan of a number of PUBLIC SCHOOL DISTRICTS, other BOCES organizations, and the Monroe 2-Orleans BOCES (the “BOCES”) during the 2023-2024 school year to bid jointly for the purchase of various types of computers and technology commodities (the “Commodities”); and

WHEREAS, the Oxford Academy & Central School District (“the School District”) is desirous of participating in the joint bidding of the Commodities, as authorized by General Municipal Law, Article 5-G; and

WHEREAS, this Board of Education has received and reviewed the Cooperative Bid Procedures (“the Procedures”) governing its rights and responsibilities should it elect to participate in the joint bidding of the Commodities; and

BE IT RESOLVED, that the Board of Education hereby appoints the superintendent of designee to represent it in all matters related above; and

BE IT FURTHER RESOLVED, that in accordance with Cooperative Bid Procedures the Board of Education agrees to award bid item purchases according to the recommendations of the BOCES if such award is in the best interest of the school district.

**Engineering,
Biomedical
Equip &
Supplies**

07-23(1) G14

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools and the Cafeteria Manager, that this Board does hereby accept and award the bid for Milk deliveries to Bill Brothers Dairy and Ice Cream deliveries Hershey’s Ice Cream, for the 2023-2024 school year as per DCMO BOCES’s Milk and Ice Cream Bid.

**Milk Bid
Ice Cream
Bid**

07-23(1) G15

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools and the Cafeteria Manager, that this Board does hereby accept and award the bid for Bread deliveries to Bimbo Bakeries USA, Inc., for the 2023-2024 school year as per DCMO BOCES’s Bread Bid.

**Bread
Bid**

07-23(1) G16

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby award the bid for the furnishing of Transportation Maintenance Services for the 2023-2024 school year to Leonard Bus Sales, Inc., located at 4 Leonard Way, Deposit, New York at a cost of \$180,709.79 plus an hourly rate of \$66.27 for maintenance of extra fleet vehicles.

**Transportation
Services**

07-23(1) G17

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the use of the Oxford Academy and Central School as part of the Bida Home for Adults disaster plan. The Board of Education also approves the use of the Oxford Academy and Central School facilities and fleet.

Bida Home

07-23(1) G18

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the use of the Oxford Academy and Central School as part of the New York State Veterans Home disaster plan. The Board of Education also approves the use of the Oxford Academy and Central School facilities and fleet.

**NYS
Veterans
Home**

07-23(1) G19

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby agree to retain NBT Insurance to broker the business and other insurance needs. The District, with the guidance of NBT Insurance, will periodically obtain insurance coverage carrier quotes to assure competitive pricing.

**NBT
Insurance**

07-23(1) G20

BE IT RESOLVED THAT Gregory Lehr, Dawn Hover and Brian Collier are hereby certified as Qualified Lead Evaluators of classroom teachers having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b):

**Qualified
Lead
Evaluators
Classroom
Teachers**

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the Oxford Academy and Central School District for use in the evaluation of classroom teachers, including training on the effective application of such rubric to observe a classroom teacher's practice;
- (5) Application and use of the assessment tools that the Oxford Academy and Central School District utilizes to evaluate its classroom teachers, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc.;
- (6) Application and use of the State-approved locally selected measures of student achievement used by the Oxford Academy and Central School to evaluate its classroom teachers;
- (7) The scoring methodology utilized by the Department and the Oxford Academy and Central School District to evaluate a classroom teacher under 8 NYCRR §30-2, including:
 - (a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, and
 - (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers and their subcomponent ratings; and
- (8) Specific considerations in evaluating classroom teachers of English language learners and students with disabilities.

Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training.

This certification has been issued in accordance with the process for certifying lead evaluators described in the Oxford Academy and Central School District's annual professional performance review plan.

07-23(1) G21

BE IT RESOLVED THAT John Hillis is hereby certified as a Qualified Lead Evaluators of building principals having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b):

**Qualified
Lead
Evaluators
Principals**

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the Oxford Academy and Central School District for use in the evaluation of building principals, including training on the effective application of such rubric to observe a building principal’s practice;
- (5) Application and use of the assessment tools that the Oxford Academy and Central School District utilizes to evaluate its building principals, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc.;
- (6) Application and use of the State-approved locally selected measures of student achievement used by the Oxford Academy and Central School to evaluate its principals;
- (7) The scoring methodology utilized by the Department and the Oxford Academy and Central School District to evaluate a building principal under 8 NYCRR §30-2, including:
 - (a) how scores are generated for each subcomponent and the composite effectiveness score of principals, and
 - (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of principals and their subcomponent ratings; and
- (8) Specific considerations in evaluating building principals of English language learners and students with disabilities.

Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training.

This certification has been issued in accordance with the process for certifying lead evaluators described in the Oxford Academy and Central School District’s annual professional performance review plan.

Approve Minutes

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

Minutes

Reports/Presentations

None

Leadership Team Updates

Mr. Collier stated a lot of field trips were held in June at the primary school, along with play day, the UPK moving up ceremony, student awards and the yearly teacher dance. The Summer Reading and Math Program has 150 students attending. He noted a lot of professional development will be occurring over the summer months.

PS Update

Ms. Hover reported 15 high school students are attending summer school. She noted BOCES could not provide several courses due to low staffing. She provided a brief summary on course/Regents scores. Summer program enrollments are 12-15 students in STEAM, 10 students in theatre camp and 15 students taking driver education. Ms. Hover reported graduation went well with 100% graduating (*3 students opted to not participate in the ceremony*). She reported the free meal program will remain for another four years and this August will be the last safety net applied for student graduation.

HS Update

Mr. Lehr reported all year-end events went well. Middle School students had the highest score on the Algebra Regents and on the Biology Regents. The Summer Bridge program will accommodate a large number of students with three 2-week sessions. Mr. Lehr noted summer school is held at the middle school, however, some students will be retained due to attendance issues.

MS Update

Public Comment

None

Superintendent's Report

Solution Tree Math – Mr. Hillis shared a brochure from Solution Tree for mathematics professional development. He spoke about Binghamton University and their involvement with pursuing a community services grant (a family outreach program). The district could obtain a counselor and a coordinator from the grant that will be in the district daily. He added, literacy training/professional development will continue.

**Solution
Tree
Math**

At 6:37 p.m., Mr. Godfrey made a motion, seconded by Mr. Leach 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 6:37 p.m., Ms. Hover and Mr. Collier were excused.

Excused

Mr. Godfrey made a motion, seconded by Mr. Emerson 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 6:51 p.m., Mr. Emerson made a motion, seconded by Mr. Leach to come out of executive session.

**Come out of
Executive
Session**

Communications

The BOE acknowledged a Notice of Claim from OESPA and a correspondence from Ms. Ryan.

Correspondence

Old Business

None

New Business

Mr. Emerson made a motion, seconded by Mr. Leach to approve resolutions G22 - G23. Yes-5, No-0, Motion carried.

07-23(1) G22

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Health Care Physician Services Program Agreement with Dr. Jennifer O'Reilly for the 2023-2024 school year.

**Health Care
Physician
Services
Program
Agreement
O'Reilly**

07-23(1) G23

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept the Board of Education District Goals for the 2023-2024 school year as presented.

**2023-24
BOE Goals**

Business Office

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions G24-G31. Yes-5, No-0, Motion carried.

07-23(1) G24

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

**Transportation
Contracts
Greene**

07-23(1) G25

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

**Transportation
Contracts
Norwich**

07-23(1) G26

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

**Transportation
Contract
Cincinnatus**

07-23(1) G27

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 May 2023.

**Internal
Claims
Auditor
Report**

07-23(1) G28

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**

May 2023 \$50,269.21

07-23(1) G29

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 6/2/23137-23OT Sports Official Warrant, 6/14/23 C0329-23 Contract Billing and 6/14/23 CC106-23 Contract Credit Memo totaling \$388,571.97.

**BOCES
Invoices**

07-23(1) G30

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Parochial School Transportation requests for the following students for the 2023-2024 school year:

**Parochial
School
Transportation**

Holy Family
Ava Bechtel

07-23(1) G31

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools and Board of Education Recommended Policy #8 Disposal of District Property, that this Board does hereby approve the disposal of the following surplus equipment: 1973 Wurlitzer and 1978 Baldwin piano in such a way as to maximize the net proceeds of sale via public auction and/or eBay, dispose of and/or recycle.

**Surplus
Equipment
Piano's**

BE IT FURTHER RESOLVED: All proceeds from the sale(s) will be deposited in the General Fund.

Personnel

Mr. Godfrey made a motion, seconded by Mr. Sheridan to approve resolutions C1 – C24. Yes-5, No-0, Motion carried.

07-23(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the 2023-2024 contract amendment of **John Hillis**, Superintendent, as presented, retroactive to July 1, 2023.

**Superintendent
Contract
Amendment
J. Hillis**

07-23(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for the 2023 Summer Reading and Math Program, per salary noted.

**Summer
Reading &
Math
Program
Staff**

Substitute Teacher \$40 per hour
Hailey Branham
Patricia LaCotta

Substitute Teacher Aide \$35 per hour
Hailey Branham

07-23(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the creation of a Mentoring Coordinator Position, retroactive to July 1, 2023, at a stipend of \$2,500.00.

**Create
Mentoring
Coordinator
Position**

07-23(1) C4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the advisor appointments for the 2023-2024 school year as follows:

**Extracurricular
Advisor
Appointments**

High School Advisors

		<u>Stipend</u>
Senior Student Government	Jonathan Rogers	\$3,363
Graduation	Kimberly Murrer	\$1,965
Student Finance	Matthew Dorman	\$5,892
Band Director	Nina Savasta	\$5,567
FFA	Renee Johnson	\$3,363
National Honor Society	Jennifer Scaturro & Jodi Carey	\$1681.50 (each)
Multi-Cultural Club	Sandra Acevedo	\$1,823
Drama Club Advisor	Christopher Rovente	\$1,545
Stage Director	Christopher Rovente	\$2,115
Vocal Director	Sarah Leach	\$2,115
Pit Director	Nina Savasta	\$653
Choreographer	Kathleen Cragle	\$408
Mock Trial Advisor	Jonathan Rogers	\$1,545
Odyssey of the Mind Coordinator	Megan Kappauf	\$3,363
Freshman Class Advisor	Sarah Palmer	\$1,965
Sophomore Class Advisor	Jodi Carey	\$1,965
Junior Class Advisor	Lance Thorne	\$1,965
Senior Class Advisor	Renee Johnson	\$1,965
GSA Advisor	Jennifer Scaturro	\$1,823
Yearbook	Kimberly Murrer	\$3,363

Middle School Advisors

Safety Patrol	Theresa Murphy & Rebecca Rosas	\$772.50 (each)
Junior Student Council	Rebecca Rosas	\$1,823
Middle School Chorus	Sarah Leach	\$2,418
Yearbook	Katherine Kappauf	\$1,965
Junior FFA	Renee Johnson	\$1,769

Science Club	Rebecca Rosas	\$1,823
Fall Stage Director	Christopher Rovente	\$2,115
Spring Stage Director	Kate Cirello	\$2,115

07-23(1) C5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve **Timothy Davis** as Athletic Coordinator for the 2023-2024 school year, at a stipend of \$15,225.00.

**Athletic
Coordinator
T. Davis**

07-23(1) C6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve **Lance Thorne** as Fitness Room Supervisor for the 2023-2024 school year, at a stipend of \$2,580.00.

**Fitness Room
Supervisor
L. Thorne**

07-23(1) C7

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following 2023-2024 Fitness Room Staff, \$14.20 per hour/minimum wage, effective immediately.

**Fitness Room
Staff**

**Margo Barrows
Jeanette Duncel
Carl Koenig
Barbara McNitt
Kelly Stark-Spence
Craig Tefft
Lance Thorne**

07-23(1) C8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve **Kimberly Boyer** as Medicaid Reimbursement Coordinator for the 2023-2024 school year, at a stipend of \$6,000.00.

**Medicaid
Reimbursement
Coordinator
K. Boyer**

07-23(1) C9

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve a three-year Agreement with **Edward Holmquist** for the position of Full-time Middle School Transition Coordinator, as per individual contract as presented.

**MS
Transition
Coordinator
E. Holmquist**

07-23(1) C10

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Agreement with **Scott Donahue** for the position of Full-time Digital Fabrication Lab Manager, as per individual contract as presented.

**Digital
Fabrication
Lab Manager
S. Donahue**

07-23(1) C11

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 2023-2024 school year to the following individuals:

Ticket takers

**Margo Barrows
Michele Collins
Jennifer Davis
Matt Dorman
Renee Johnson
Kaitlyn Korver**

**Michael Beckwith
Hope Crawford
Timothy Davis
Joni Eaton
Katherine Kappauf
Ann Loomis**

**Katie Blanchard
Booker Davis
Irene DeJager
Corey Endress
Megan Kappauf
James (Woody) Loomis**

**Susanna Colquitt
Jason Davis
Luke DeJager
Christine Hinman
John Knapp
Kimberly Marshman**

Judith Moore
Michele Rice
Ken Seiler
Troy Smith
Theresa Woodford

Kimberly Murrer
Christopher Rovente
Rachel Seiler
Kelly Stark-Spence

Denelle Northup
Kathleen Ryan
Robert Shimer
Brandon Stoddard

Christopher Palmer
Brenda Seiler
Terry Simpson
Todd Tefft

07-23(1) C12

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Kaitlin Korver's** letter of resignation from her position of Elementary Education Teacher, effective August 31, 2023.

**Elementary
Teacher
Resignation
K. Korver**

07-23(1) C13

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Molly Winn's** letter of resignation from her position of Special Education Teacher, effective August 31, 2023.

**Special Ed
Teacher
Resignation
M. Winn**

07-23(1) C14

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Maureen Biviano's** letter of resignation from her position of Elementary Education Teacher, retroactive to June 14, 2023.

**Elementary
Teacher
Resignation
M. Biviano**

07-23(1) C15

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Molly Winn** in the subject tenure area of Elementary Education, Professional Certification, probationary period effective September 1, 2023, probationary period to end September 1, 2026. (Vice: K. Korver)

**Elementary
Teacher
M. Winn**

07-23(1) C16

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Stacey Bolster** in the subject tenure area of Elementary Education, Initial Certification, probationary period effective September 1, 2023, probationary period to end September 1, 2027. (Vice: M. Biviano)

**Elementary
Teacher
S. Bolster**

07-23(1) C17

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Nicole Gardepe** in the special subject tenure area of Special Education, Professional Certification, probationary period effective September 1, 2023, probationary period to end September 1, 2026. (Vice: M. Winn)

**Special Ed
Teacher
N. Gardepe**

07-23(1) C18

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the appointment of the following Mentors for the 2023-2024 school year, \$600.00 stipend per semester:

Mentors

First Year Teacher	Teaching Assignment	Mentor	Semesters
Misty Golden	Elementary	James Bohannon	1 st and 2 nd
Kylie Marvin	Elementary	Claudia Tefft	1 st and 2 nd
Jessica Ellis	Math	Booker Davis	1 st and 2 nd
Mallory Collier	Elementary	Barbara McNitt	1 st and 2 nd
Colin Davis	Elementary	Courtney Emerson	1 st and 2 nd
Nicole Gardepe	Special Education	Molly Winn	1 st and 2 nd
Stacey Bolster	Elementary	Stephanie Smith	1 st and 2 nd
Morgan Westbrook	Elementary	Matthew Voce	1 st and 2 nd
Kimberly Bohannon	CTE Business	Julia Bogardus	1 st and 2 nd
Molly Winn	Elementary	Holly Cirello	1 st and 2 nd

07-23(1) C19

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby agree to create one full-time position of Business Teacher, effective September 1, 2023.

**Create
Business
Teacher**

07-23(1) C20

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Kimberly Bohannon** in the special subject tenure area of Business Education, Initial Certification, probationary period effective September 1, 2023, probationary period to end September 1, 2027. (Vice: New)

**Business
Teacher
K. Bohannon**

07-23(1) C21

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Kimberly Marshman** in the special subject tenure area of Licensed Teacher Assistant, effective September 1, 2023, probationary period to end September 1, 2027. (Vice: K. Ryan)

**Licensed
Teacher
Assistant
K. Marshman**

07-23(1) C22

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Shaundra Davis**' letter of resignation from her position of Science Education Teacher, effective August 17, 2023.

**Science
Teacher
Resignation
S. Davis**

07-23(1) C23

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Administrators' Association Tentative Agreement Changes as presented.

**Administrators'
Assoc.
Tentative
Agreement**

07-23(1) C24

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Memorandum of Agreement (MOA) with the Administrators' Association for professional development/mentoring of principals as presented.

**Administrators'
MOA**

Mr. Emerson made a motion, seconded by Mr. Godfrey to approve resolutions UC1 – UC9, Yes-5, No-0, Motion carried.

07-23(1) UC1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve appointing **Hope Crawford** as Tax Collector for the 2023 school tax season at a stipend of \$4,000.00.

**Tax Collector
H. Crawford**

07-23(1) UC2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby affirm the 2023-2024 contracts of the following non-represented staff: **Hope Crawford, Jennifer-Jo Merritt, Jennifer Davis, Erin Gramstad, Mark Hodge, Clifton Ketchum, Debra Morris, and Michele Rice** as presented, retroactive to July 1, 2023.

**Non-
represented
Staff
Contracts**

07-23(1) UC3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve **Teresa Morley** as District Registrar for the 2023-2024 school year at a stipend of \$2,500.00.

**District
Registrar
T. Morley**

07-23(1) UC4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Michele Reynolds**' request for a leave of absence, retroactive to July 1, 2023, from her position of Teacher Aide.

**T. Aide
Leave of
Absence
M. Reynolds**

07-23(1) UC5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the provisional appointment of **Michele Reynolds** to the position of full-time Clerk, pending the Decentralized Eligible List for Clerk from Chenango County Civil Service Personnel Department and subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, retroactive to July 1, 2023. (Vice: S. Whaley)

**Clerk
M. Reynolds**

07-23(1) UC6

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 2023-2024 school year.

**Substitute
Support
Staff**

Renee Johnson - Bus Driver PT Sub, pending fingerprint clearance

07-23(1) UC7

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Stacey Whaley**'s resignation from her position of Teacher Aide, retroactive to June 30, 2023.

**T. Aide
Resignation
S. Whaley**

07-23(1) UC8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Kimberly Marshman**'s request for a leave of absence, effective September 1, 2023 through September 1, 2024, from her position of Teacher Aide.

**T. Aide
Leave of
Absence
K. Marshman**

07-23(1) UC9

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby amend a portion of resolution 06-23(1) UC1 from the June 5, 2023 meeting as follows:

**Amend
06-23(1) UC1
Food Service
Helper**

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the following individuals to work during the summer. Compensation rate noted.

Food Service Workers
Martha West \$18.00 per hour

Planning

Mrs. Gates noted the following reminders.

- July 28 – Hall of Distinction Ceremony, 7 pm
- August 7, 2023 – BOE Meeting, 6 pm

Reminders

Public Comment

Mrs. Cirello commented on marching band, requesting that the district review how other schools manage scheduling. She noted community members have spoken to her about the lack of participating in the Memorial Day parade, even if it was a few band members performing or working with the community band. She questioned whether the piano in the HS auditorium is tuned every year. (It was reported it is tuned during the summer each year.)

**Public
Comment**

Mrs. Bogardus informed the BOE that plants were planted to represent the service of teachers recently retiring.

BOE Member Comments/Concerns

Mr. Emerson complemented the high school yearbook design.

Mr. Leach noted hearing great reviews on all end of year ceremonies.

Mr. Godfrey stated the district does a nice job at recognizing students and complemented the ceremonies.

Mr. Sheridan stated he enjoyed the PS end of year events.

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

Meeting adjourned at 7:16 p.m.

**BOE
Comments/
Concerns**

**Meeting
Adjourned**



Michele D. Rice
District Clerk