

**Oxford Academy & Central School Board of Education
Reorganizational Meeting
July 11, 2022**

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: None

**Additions/
Deletions**

Deletions: 9.1 Approve the Health Care Physician Services Program Agreement with Dr. O'Reilly

Present were Trustees: Julie Gates, John Godfrey, Nathaniel Emerson, Betsy Locke 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

Visitors

Courtney Emerson, Holly Cirello, Greg LaMonica

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

**President
Nomination**

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

**Vice
President
Nomination**

Oaths of Office were taken.

Oaths

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

07-22(1) G1

**Yearly
Appointments**

BE IT RESOLVED: that the Oxford Academy & Central School Board of Education does hereby approve the below appointments and authorizations for the 2022-2023 school year effective through the 2023-2024 Reorganizational Meeting.

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 - Insero & Co

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-

Institution

Maximum Limits

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. Auditors of Classroom Accounts – Erin Gramstad and Matthew Dorman

21. Extra Classroom Accounts Treasurer - Matthew Dorman

22. Extra Classroom Accounts Co-Signer – Dawn Hover

23. School Attorneys - Hogan, Sarzynski, Lynch, Surowka, DeWind, & Gregory, LLP

24. Approve Budget Transfers - John Hillis

25. Approve Change/Field Orders under \$20,000 - John Hillis

26. Approve Conference Attendance - John Hillis

27. 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

28. Authorize Disposals - John Hillis

29. Mileage Reimbursement Rate - \$.25 per mile, IRS standard mileage rate if no school vehicle is available

30. Approve Substitute Rates - Uncertified Teachers-\$110/Day

Certified Teachers-\$120/Day

Retired Teachers-\$120/Day

Support Staff - \$13.20/Hr.

Typist Substitutes - \$95/Day

Bus Drivers - \$25.00/Hr. – Minimum 2 Hrs. (\$18.00 for summer runs)

Registered Nurse-\$100/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. The compensation rate will not begin until the long-term substitute begins the duties and takes full control of the classroom. (The regular substitute teacher pay will apply while working with the certified teacher, preparing for his/her leave, to avoid overlapping of pay/service.)

31. 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

32. Use/Rental of School Facilities - per Policy

33. Payroll Certification - John Hillis
34. 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
35. Records Management Officer - Hope Crawford
36. Records Access Officer – Erin Gramstad
37. Legislative Liaison - John Hillis
38. District Dignity for all Students Act Coordinators - Brian Collier, Gregory Lehr, Dawn Hover
39. Compliance Officers - Dawn Hover and John Hillis
40. District Liaison for the Education of Homeless Youth - Gregory Lehr
41. Medicaid Compliance Officer - Gregory Lehr
42. 504 ADA Compliance Officer - Gregory Lehr
43. Migrant Student Officer - Dawn Hover
44. Foster Care Point of Contact - Dawn Hover
45. Census Enumerator – Stacey Whaley
46. ESL (English as a Second Language) Coordinator - Dawn Hover
47. Mentor Coordinator - Dawn Hover
48. Academic Intervention Services (AIS)/RIT Coordinator - Brian Collier
49. District HIPPA Privacy Officer - Brian Collier
50. District COBRA Officer – Erin Gramstad
51. Delinquent Youth Liaison - Gregory Lehr
52. Data Protection Officer - Jennifer Davis
53. District Hearing Officer - Carl Koenig
54. Asbestos Designee - Mark Hodge
55. Chemical Hygiene Officer - Mark Hodge
56. Article 19A Coordinator – Mr. Ketchum
57. Board of Education Meeting Nights - 1st Monday for Regular Meetings

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

07-22(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 2022-2023 school year as follows:

**BOE
Committees**

| | |
|--|---------------------|
| Oxford Academy Hall of Distinction Representative: | John Godfrey |
| Chenango County School Board Association Representative: | Betsy Locke |
| New York State School Boards Association Representative: | NA |

Mrs. Locke made a motion, seconded by Mr. Emerson to approve resolution G3. Yes-5, No-0, Motion carried.

07-22(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 2022-2023 school year as follows:

**Audit
Committee**

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

Mrs. Locke made a motion, seconded by Mr. Godfrey to approve resolutions G4 - G23. Yes-5, No-0, Motion carried.

07-22(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 Business Administrator to sign checks in the absence of the District Treasurer.

Sign Checks

07-22(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**

07-22(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**

07-22(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**

07-22(1) G8

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

Policies

07-22(1) G9

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby adopt the 2022-2023 Board Meeting Schedule as presented.

**2022-23
BOE Meeting
Schedule**

07-22(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**

07-22(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 |

07-22(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 2022-2023 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

07-22(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 2022-2023 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**

07-22(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 2022-2023 school year as per DCMO BOCES's Milk and Ice Cream Bid.

**Milk Bid
Ice Cream
Bid**

07-22(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 2022-2023 school year as per DCMO BOCES's Bread Bid.

**Bread
Bid**

07-22(1) G16

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby award the Solid Waste Removal bid to Waste Recovery for the 2022-2023 school year at a sum of \$17,800.

**Solid Waste
Bid**

07-22(1) G17

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 2022-2023 school year to Leonard Bus Sales, Inc., located at 4 Leonard Way, Deposit, New York at a cost of \$177,601.76 plus an hourly rate of \$65.13 for maintenance of extra fleet vehicles.

**Transportation
Services**

07-22(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 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

07-22(1) G19

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**

07-22(1) G20

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**

07-22(1) G21

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):

- (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

**Qualified
Lead
Evaluators
Classroom
Teachers**

(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.

07-22(1) G22

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.

07-22(1) G23

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Occupational Therapy Contract with United Developmental Therapeutics effective September 1, 2022 through August 30, 2023.

**Occupational
Therapy
Contract**

Approve Minutes

Mrs. Locke made a motion, seconded by Mr. Emerson to approve the meeting minutes of June 6, 2022. Yes-5, No-0, Motion carried.

Minutes

Reports/Presentations

None

Leadership Team Updates

Mr. Lehr talked about an honors trip to Bowman Lake, field days, 8th grade moving up ceremony, 5-7 grade awards and a 4th grade building tour and dance. Middle school Biology students scored well on the exam. The middle school currently has a math teacher vacancy. Mr. Lehr noted 7th and 8th grade students failing one or more courses are required to attend in-person summer school.

MS Update

Ms. Hover was pleased with the awards ceremony and graduation. Eighth graders became familiar with the high school through a scavenger hunt. Some high school students are attending summer school at BOCES. The district is offering a STEAM academy and a theatre program this summer. This year's graduation rate is 88.2%. New York State is allowing special appeals for students scoring 50-64 on exams. The district awarded 35 appeals. This will continue through the next school year. Driver education is being offered and Music Theory will be added as a college course in the fall.

HS Update

Mr. Collier noted the following events occurred in June at the primary school: 3rd and 4th grade musicals, play day, UPK graduation, 4th grade graduation and a great teacher dance to end the school year. Mrs. Abbott was presented with a decked out walker and a luncheon was held for her and those moving on. Mr. Collier reported a lot of professional development was happening over the summer and screening for UPK and kindergarten has occurred. The summer reading program enrollment is 140 students and Mrs. Tefft is doing an amazing job overseeing it.

PS Update

Public Comment

Mr. Greg LaMonica complemented the good things happening in the district. He shared information on bathroom sensors that detect nicotine, vaping, vandalism and fighting. He reported schools that have installed them have shown a decrease in all activity. Ms. Hover noted the district has looked into the sensors and have added them to a wish list of items if there's excess funds in the project.

**Public
Comment**

Superintendent's Report

Mr. Hillis reported phase 2 of the capital project is underway. The middle school parking lot is being repaved, the high school gym floor has been sanded and is being prepped for staining and lining. The Blackhawk logo will be in the middle of the floor. Due to products being unavailable the high school auditorium and primary school playground will not be completed before fall. The primary school will have other opportunities for recess until completed. The auditorium will not be completed until next summer. Mr. Emerson suggested adding a sign to the playground to inform parents/community members.

**Capital
Project
Phase 2**

At 6:39 p.m., Mrs. Locke 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. Yes-5, No-0, Motion carried. Mr. Lehr was invited to attend.

**Executive
Session**

At 6:39 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., Mrs. Locke made a motion, seconded by Mr. Godfrey to come out of executive session.

Come out of Executive Session

Communications

The BOE acknowledged communications from Mrs. Lawton and DCMO BOCES.

Correspondence

Old Business

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

07-22(1) G24

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending the Oxford Academy & Central School Instructional Calendar for the 2022-2023 school year as follows, December 2 & 5 and March 24 & 27 will **not** be half days of instruction for high school students – high school students will attend full days.

Amend
2022-2023
Instructional
Calendar

New Business

Mr. Emerson made a motion, seconded by Mrs. Locke to approve resolutions G26 - G29. Yes-5, No-0, Motion carried.

07-22(1) G26

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 2022-2023 school year as presented.

BOE Goals

07-22(1) G27

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 acknowledge the disposal of the following surplus equipment, retroactive to June 20, 2022: 2019 Chromebooks in such a way as to maximize the net proceeds of sale via public auction and/or eBay.

Surplus
Equipment
Chromebooks

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

07-22(1) G28

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, retroactive to June 20, 2022: damaged musical instruments (*Holton Trombone, King Baritone Saxophone, Lamonte French Horn, Pedler & Sons Trumpet, Tourine Clarinet and Vito Clarinet*) in such a way as to maximize the net proceeds of sale via public auction and/or eBay.

Surplus
Equipment
Musical
Instruments

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

07-22(1) G29

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve 1st Reading of Additional Appropriate Policies:

1st Reading of
Policies

- #30 – Causing Disturbances Policy
- #31 – Board Meetings Conducted via Videoconference Policy

Business Office

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions G30-G36.
Yes-5, No-0, Motion carried.

07-22(1) G30

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:

May 2022

\$50,303.17

**Extracurricular
Account
Report
May 2022**

07-22(1) G31

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 June 2022 AS7, Flex Plan Deficit for 2021 and Sports Official Warrants for 6/3/2022 and 6/30/2022 totaling \$424,921.03.

**BOCES
Invoices**

07-22(1) G32

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 2022-2023 school year.

**Transportation
Contracts
Greene**

07-22(1) G33

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 2022-2023 school year.

**Transportation
Contracts
Norwich**

07-22(1) G34

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 2022-2023 school year.

**Transportation
Contract
Cincinnatus**

07-22(1) G35

BE IT RESOLVED:

WHEREAS, at the annual district meeting of the Oxford Academy and Central School District, Chenango County, New York (the "School District"), duly called, held and conducted on May 18, 2021, the duly qualified voters of the School District approved a proposition authorizing the undertaking of the renovation, reconstruction, improvement, rehabilitation, repair, furnishing or equipping of the Oxford Academy and Central School District High School & Primary School, Oxford Academy Middle School and District Bus Maintenance Facility through the enhancement of the School District's energy services, including, but not limited to, electricity, heating, ventilation, cooling, steam or hot water, involving the installation, maintenance or management of energy systems or equipment to improve the energy efficiency of, or production of, energy in connection with a building or facility, at a total estimated maximum cost not to exceed \$2,900,000; and

WHEREAS, all conditions precedent to the financing of the capital projects described above, including compliance with the provisions of the State Environmental Quality Review Act, have been performed; and

WHEREAS, it is now desired to provide for the financing thereof;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Oxford Academy and Central School District, Chenango County, New York, as follows:

**Energy
Services
Project**

Section 1. The renovation, reconstruction, improvement, rehabilitation, repair, furnishing or equipping of the Oxford Academy and Central School District High School & Primary School, Oxford Academy Middle School and District Bus Maintenance Facility through the enhancement of the School District's energy services, including, but not limited to, electricity, heating, ventilation, cooling, steam or hot water, involving the installation, maintenance or management of energy systems or equipment to improve the energy efficiency of, or production of, energy in connection with a building or facility, at a total estimated maximum cost not to exceed \$2,900,000 is hereby approved.

Section 2. The plan for financing of such maximum estimated cost shall consist of the issuance of up to \$2,900,000 serial bonds of the School District (the "Bonds"), which are hereby authorized, pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid object or purpose is thirty (30) years pursuant to Subdivision 97 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. The temporary use of available funds of the School District, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this resolution.

Section 5. The Bonds and any bond anticipation notes issued in anticipation of the Bonds, shall contain the recital of validity prescribed by Section 52.00 of the Local Finance Law and the Bonds, and any bond anticipation notes issued in anticipation of the Bonds, shall be general obligations of the School District, payable as to both principal and interest by a general tax upon all the real property within the School District without legal or constitutional limitation as to rate or amount.

Section 6. The faith and credit of the School District are hereby irrevocably pledged to the punctual payment of the principal of and interest on the Bonds, and any bond anticipation notes issued in anticipation of the Bonds, and provision shall be made annually in the budget of the School District by appropriation for (a) the amortization and redemption of the Bonds and bond anticipation notes to mature in such year, and (b) the payment of interest to be due and payable in such year.

Section 7. Subject to the provisions of this resolution and of the Local Finance Law, and pursuant to the provisions of Sections 21.00, 30.00, 50.00 and 56.00 to 63.00, inclusive, of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the Bonds herein authorized, including renewals of such notes, and the power to prescribe the terms, form and contents of the Bonds, and any bond anticipation notes, and the power to sell and deliver the Bonds and any bond anticipation notes issued in anticipation of the Bonds, and the power to issue Bonds providing for substantially level or declining annual debt service, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the School District.

Section 8. This resolution shall constitute a declaration of the School District's "official intent" to reimburse expenditures of the aforesaid object or purpose with proceeds of the Bonds or bond anticipation notes issued in anticipation of issuance of the Bonds as required by Treasury Regulation Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

Section 9. The validity of the Bonds or any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if:

(a) Such obligations are authorized for an object or purpose for which the School District is not authorized to expend money, or

(b) The provisions of law which should be complied with at the date of the publication of this resolution or a summary hereof are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after such publication, or

(c) Such obligations are authorized in violation of the provisions of the Constitution.

Section 10. The President of the Board of Education, as chief fiscal officer of the School District, is hereby authorized to enter into an undertaking for the benefit of the holders of the Bonds from time to time, and any bond anticipation notes issued in anticipation of the sale of the Bonds, requiring the School District to provide secondary market disclosure as required by Securities and Exchange Commission Rule 15c2-12.

Section 11. This resolution, which takes effect immediately, or a summary hereof, shall be published in the official newspapers of the School District, together with a notice of the School District Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

07-22(1) G36

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurer's Report for May 2022 as given.

**Treasurers
Report
May 2022**

Personnel

Mrs. Locke made a motion, seconded by Mr. Emerson to table resolution C19 and approve resolutions C1 - C18, C20 - C22 and UC1 - UC5. Yes-5, No-0, Motion carried.

07-22(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for the 2022 Summer Theatre and Media Expressionism Program, per salary noted.

**2022
Summer
Theatre
Program**

| <u>Position</u> | <u>Appointee</u> | <u>Stipend</u> |
|------------------------------|---------------------------------------|------------------|
| Coordinator & Stage Director | Christopher Rovente | \$2,000.00 |
| Co-Teachers | Sarah Leach & Nina Savasta | \$ 750.00 (each) |
| Guest Artist Instructor | Nate Gross | \$32 per hour |
| Teaching Aide | Melissa Gross | \$1,500.00 |

07-22(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Todd Harden's** letter of resignation from his position of Mathematics Education Teacher, effective August 31, 2022.

**Math
Teacher
Resignation
T. Harden**

07-22(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Brian Breck's** letter of resignation from his position of Elementary Education Teacher, effective July 1, 2022.

**Elementary
Teacher
Resignation
B. Breck**

07-22(1) C4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Kristen Ely's** letter of resignation from her position of Special Education Teacher, effective August 31, 2022.

**Special Ed
Teacher
Resignation
K. Ely**

07-22(1) C5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the daily compensation rate of \$195.00 per day to be paid to **Sarah Leach** for planning and performing the duties of Music Education Teacher, effective September 1, 2022 through June 23, 2023.

**LT Music
Substitute
S. Leach**

07-22(1) C6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **John Huther** in the subject tenure area of

**Elementary
Teacher
J. Huther**

Elementary Education, Initial Certification, probationary period effective September 1, 2022, probationary period to end September 1, 2026, base salary \$49,500. (Vice: B. Breck)

07-22(1) C7

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Morgan Westbrook** in the subject tenure area of Elementary Education, Initial Certification, probationary period effective September 1, 2022, probationary period to end September 1, 2026, base salary \$52,500. (Vice: H. Abbott)

**Elementary
Teacher
M. Westbrook**

07-22(1) C8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Brandon Stoddard** in the tenure area of Science Education, Professional Certification, probationary period effective September 1, 2022, probationary period to end September 1, 2025, base salary \$63,000. (Vice: C. Henry)

**Science
Teacher
B. Stoddard**

07-22(1) C9

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for the 2022 Summer Reading and Math Program, per salary noted, retroactive to July 5, 2022.

**Summer
Reading &
Math
Program**

Teacher \$2,400
Barbara Ryan-McNitt

Substitute Teacher Aide
Lori Kipp

07-22(1) C10

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following teacher mentors for the 2022-2023 school year.

**Teacher
Mentors**

**Judy Chawgo
Heather Pizza
Sara Williamson**

**Elly Powers-Leech
Jonathan Rogers
Annick Donahue** *-pending summer mentor training*

**Judy Moore
Claudia Tefft
Patrick Moore
Matthew Voce**

07-22(1) C11

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Department Chairs for the 2022-2023 school year, at a stipend of \$2,500.00 unless otherwise noted.

**Department
Chairs**

**Primary Literacy
Primary Math
Primary STEAM
5-12 ELA/LOTE
5-12 Math
5-12 Social Studies
5-12 Science
UPK-12 Related Arts
UPK-12 Health and PE**

**Molly Winn & Jessica Pinney (\$1,250 each)
Sara Locke
Clayton Kappauf
Christopher Rovente
TBD
Christine Long
Annick Donahue
Melanie Maroney
Margo Barrows**

07-22(1) C12

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 2022-2023 school year, at a stipend of \$2,580.00.

**Fitness Room
Supervisor
L. Thorne**

07-22(1) C13

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following 2022-2023 Fitness Room Staff, \$13.20 per hour, effective immediately.

**Fitness Room
Staff**

**Margo Barrows
Jeanette Duncel
Megan Kappauf
Carl Koenig
Craig Tefft
Lance Thorne**

07-22(1) C14

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the advisor appointments for the 2022-2023 school year as follows:

**Extracurricular
Advisor
Appointments**

High School Advisors

| | | <u>Stipend</u> |
|---------------------------|------------------------|-----------------------|
| Senior Student Government | Jonathan Rogers | \$TBD |
| Graduation | Kimberly Murrer | \$TBD |
| Student Finance | Matthew Dorman | \$TBD |
| Band Director | Nina Savasta | \$TBD |

| | | |
|------------------------|--|--------------|
| FFA | Renee Johnson | \$TBD |
| National Honor Society | Jennifer Scaturro & Elly Powers-Leech | \$TBD (each) |
| Multi-Cultural Club | Sandra Acevedo | \$TBD |
| Drama Club Advisor | Christopher Rovente | \$TBD |
| Stage Director | Christopher Rovente | \$TBD |
| Vocal Director | Sarah Leach & Nina Savasta | \$TBD |
| Pit Director | Nina Savasta | \$TBD |
| Choreographer | Kathleen Cragle | \$TBD |

| | | |
|-------------------------|--|--------------|
| Freshman Class Advisor | Irene DeJager | \$TBD |
| Sophomore Class Advisor | Lance Thorne | \$TBD |
| Junior Class Advisor | Renee Johnson | \$TBD |
| Senior Class Advisor | Christine Long | \$TBD |
| GSA Advisor | Jennifer Scaturro & Elly Powers-Leech | \$TBD (each) |

Middle School Advisors

| | | |
|------------------------|---|--------------|
| Safety Patrol | Theresa Murphy & Rebecca Rosas | \$TBD (each) |
| Junior Student Council | Rebecca Rosas | \$TBD |
| Odyssey of the Mind | Megan Kappauf | \$TBD |
| Middle School Chorus | Sarah Leach | \$TBD |
| Yearbook | Katherine Kappauf | \$TBD |
| Junior FFA | Renee Johnson | \$TBD |

| | | |
|-----------------------------------|---------------------------------|-------|
| Instructional Technology Coaches: | TBD (PS) | \$TBD |
| | Rebecca Rosas (MS) | \$TBD |
| | Christopher Rovente (HS) | \$TBD |
| Lego Club | Clayton Kappauf | \$TBD |
| Science Club | Rebecca Rosas | \$TBD |
| Fall Stage Director | Christopher Rovente | \$TBD |

07-22(1) C15

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve **Timothy Davis** as Athletic Coordinator for the 2022-2023 school year, at a stipend of \$15,225.00.

**Athletic
Coordinator
T. Davis**

07-22(1) C16

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 2022-2023 school year, at a stipend of \$6,000.00.

**Medicaid
Reimbursement
Coordinator
K. Boyer**

07-22(1) C17

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Robin Wonka's** request for a leave of absence to begin approximately October 3, 2022, with an anticipated return date of January 3, 2023, from her position of School Counselor Intern.

**Leave of
Absence
R. Wonka**

07-22(1) C18

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Matthew Dorman's** request for a leave of absence to begin approximately October 3, 2022 for two weeks, then another four weeks in January 2023 for paternity leave, from his position of Math Education Teacher.

**Leave of
Absence
M. Dorman**

07-22(1) C19

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.

**TABLED
RESOLU-
TION**

07-22(1) C20

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 Fab
Lab
Manager
S. Donahue**

07-22(1) C21

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Agreement with **Robin Wonka** for the position of School Counselor Intern, as per individual contract as presented.

**School
Counselor
Intern
R. Wonka**

07-22(1) C22

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for Middle School Summer School, per salary noted.

**MS Summer
School**

Katherine Kappauf - MS Summer School Teacher (\$40 per hour)

07-22(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 2022 school tax season at a stipend of \$4,000.00.

**Tax Collector
H. Crawford**

07-22(1) UC2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Cameron Lints'** letter of resignation from his position of Custodial Worker, retroactive to June 22, 2022.

**Custodial
Worker
Resignation
C. Lints**

07-22(1) UC3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve creating one fulltime position of Account Clerk, effective August 1, 2022.

**Create
Account
Clerk
Position**

07-22(1) UC4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Jazmine Albin** 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, effective September 1, 2022, salary \$13.20 per hour. (Vice: **New**)

**Teacher Aide
J. Albin**

06-21(1) UC5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby affirm the 2022-2023 contracts of the following non-represented staff: **Hope Crawford, Jennifer Davis, Erin Gramstad, Mark Hodge, Clifton Ketchum, Debora Morris, and Michele Rice** as presented, retroactive to July 1, 2022.

**Non-
represented
Staff
Contracts**

Planning

Mrs. Gates noted the following reminders.

- July 29 – Hall of Distinction Ceremony, 7 pm
- August 1, 2022 – BOE Meeting, 6 pm

Reminders

Public Comment

Mrs. Cirello suggested conducting a faculty/staff survey on extracurricular advisor positions. She also shared her concerns with the 2022-2023 schedule and recommended helping the YMCA search for a candidate to offer the after school program.

**Public
Comment**

BOE Member Comments/Concerns

All BOE members welcomed Mr. Leach to the Board.

At 8:01 p.m., Mrs. Locke made a motion, seconded by Mr. Emerson 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**

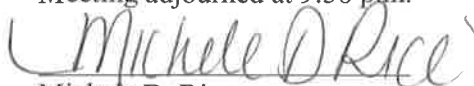
At 9:57 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey to come out of executive session. Yes-5, No-0, Motion carried.

**Come out of
Executive
Session**

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**

Meeting adjourned at 9:58 p.m.



Michele D. Rice
District Clerk