

**Oxford Academy & Central School Board of Education
Regular Meeting
June 5, 2023**

Mrs. Gates called the meeting to order at 5:00 p.m.

Call to Order

Present were Trustees: Julie Gates, Betsy Locke, Nathaniel Emerson and Matthew Leach.
(John Godfrey was unable to attend.)

Present

At 5:00 p.m., Mr. Emerson made a motion, seconded by Mr. Leach to enter into executive session for the purpose of the medical, financial, credit and/or employment history of a particular person or corporation, and/or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Yes-4, No-0, Motion carried.

Executive Session

At 5:50 p.m., Mrs. Locke made a motion, seconded by Mr. Emerson to come out of executive session. Yes-4, No-0, Motion carried.

Come out of Executive Session

(There was a brief intermission.)

Mrs. Locke was presented with a plant and thanked for her service on the Board of Education.

Thank you Notification

At 6:00 p.m., Mrs. Gates led those present in the flag salute.

Flag Salute

Additions: None

Additions/

Deletions: None

Deletions

Present were Trustees: Julie Gates, Betsy Locke, Nathaniel Emerson and Matthew Leach.
(John Godfrey was unable to attend.)

Present

Superintendent

John Hillis

School Business Manager

Erin Gramstad

District Clerk

Michele Rice

High School Principal

Dawn Hover

Middle School Principal

Greg Lehr

Primary School Principal

Brian Collier

Visitors

Holly Cirello, Courtney Emerson, Jonathan Rogers

Visitors

Approve Minutes

Mr. Emerson made a motion, seconded by Mr. Leach to approve the meeting minutes of April 24, 2023, May 2, 2023 and the May 16, 2023 School District Budget voting results. Yes-4, No-0, Motion carried.

Minutes

Reports/Presentations

None

Leadership Team Updates

Ms. Hover talked about a career day event which resulted in a hiring event for juniors and seniors. The scholar recognition dinner was May 15, honoring Hailey Fleury and Ms. Long. She congratulated Ms. Savasta, Mrs. Leach and Ms. Eaton on the spring concert and art show. Oxford Academy placed 3rd in jazz, 2nd in small ensemble and 3rd in concert band at the Sherburne Pageant of Bands. She reported 18 students took TC3 classes and earned 267 college credits.

HS Update

Yearbooks have been distributed and the evacuation drill went well. Awards night, the senior trip and graduation are upcoming.

Mr. Collier reported instructional training continues. There's several field trips scheduled, along with play day and moving up days. The UPK-2nd grade concert was good, as was the Finding Nemo Jr. musical. Classroom raised trout were released and the summer reading and math program enrollment is strong.

PS Update

Mr. Lehr noted all 3-8 testing is complete. MS students provided the OM team with a sendoff to the national competition. A FFA competition, MS concert, semi-formal dance and a trip to the Rumble Ponies have occurred. Upcoming events include award assemblies, 4th graders visiting the MS, an honors trip, safety patrol trip and a fun day.

MS Update

Public Comment

Mrs. Cirello stated the hawk and nest on the yearbook were created by Jackie Murrer and Kevin Davis when they were in school. She asked where the safety patrol trip was and if they would be returning to Washington DC in the future. *(Mr. Lehr noted they are going to Knoebels and will inquire about future DC trips.)*

**Public
Comment**

Mrs. Emerson stated Kate Cirello did an outstanding job with the PS musical.

Mr. Rogers stated the powderpuff game and dance was well attended and complemented the students on pulling it together and cleaning up afterwards.

Superintendent's Report

Auditorium/Gym Update – Mr. Hillis stated the sound system in the auditorium and gym was supposed to be completed this summer, however, due to supply and demand he was informed it would be completed the summer of 2024. As a result, the district is accepting an alternate system that is just as good and will be completed by the end of the 2023 summer. There was a discussion about the current wiring only being compatible for certain sound systems which limits the options.

**Auditorium/
Gym Update**

At 6:27 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-4, No-0, Motion carried. Mr. Lehr was invited to attend.

**Executive
Session**

At 6:27 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-4, No-0, Motion carried.

**Clerk Pro
Tem**

Mr. Emerson made a motion, seconded by Mr. Leach to approve the CSE minutes. Yes-4, No-0, Motioned Carried.

CSE Minutes

At 6:37 p.m., Mrs. Locke made a motion, seconded by Mr. Emerson to come out of executive session. Yes-4, No-0, Motion carried.

**Come out of
Executive
Session**

Communications

The BOE acknowledged a correspondence from DCMO BOCES announcing Board of Education members.

Correspondence

Old Business

Mr. Emerson made a motion, seconded by Mrs. Locke to approve resolution G1. Yes-4, No-0, Motion carried.

06-23(1) G1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve July 10, 2023 as the BOE Reorganizational Meeting for the 2023-2024 school year.

**Reorganiza-
tional
Meeting**

New Business

None

Business Office

Warrants were given for information only.

Warrants

Mr. Emerson made a motion, seconded by Mrs. Locke to approve resolutions G2-G10. Yes-4, No-0, Motion carried.

06-23(1) G2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the legal services agreement with Ferrara Fiorenza PC, 520 Columbia Drive, Suite 204, Johnson City, NY for the school year 2023-2024.

**2023-24
Legal
Services
Agreement**

06-23(1) G3

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**

April 2023 \$49,352.28

06-23(1) G4

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 April 2023.

**Internal
Claims
Auditor
Report**

06-23(1) G5 COOPERATIVE PURCHASING 2023-2024

WHEREAS, The Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

**Cooperative
Purchasing**

WHEREAS, The Oxford Academy & Central School is desirous of participating with other districts in the Delaware-Chenango- Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Oxford Academy & Central School wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf, therefore;

BE IT RESOLVED, That the Board of Education of Oxford Academy & Central School hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Oxford Academy & Central School hereby authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Oxford Academy & Central School agrees to (1) assume it's equitable share of the cost of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

06-23(1) G6 FOOD & CAFETERIA SUPPLIES 2023-2024

WHEREAS, It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly Cafeteria supplies including, but not limited to, food and paper items, and

**Food &
Cafeteria
Supplies**

WHEREAS, The Oxford Academy & Central School is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and **WHEREAS**, The Oxford Academy & Central School wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and awarding bids and reporting the results to the schools; therefore;

BE IT RESOLVED, That the Board of Education of the Oxford Academy & Central School hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications and,

BE IT FURTHER RESOLVED, That the Board of Education of the Oxford Academy & Central School authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Oxford Academy & Central School agrees to (1) assume it equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendations of the committee; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

06-23(1) G7 GENERIC

2023-2024

Generic

WHEREAS, It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS, The Oxford Academy & Central School is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Oxford Academy & Central School wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and providing the information of their Board of Education who will make the awards; therefore;

BE IT RESOLVED, That the Board of Education of the Oxford Academy & Central School hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications and,

BE IT FURTHER RESOLVED, That the Board of Education of the Oxford Academy & Central School authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned items, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Oxford Academy & Central School agrees to (1) abide by majority decisions of the participating district on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

06-23(1) G8

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 2023-2024 school year at a sum of \$17,880.

**Solid Waste
Removal Bid**

06-23(1) G9

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurer's Report for April 2023 as given.

**Treasurers
Report**

06-23(1) G10

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 5/9/23 CO293-23 AS-7 Contract Billing, 5/9/23 CC089-23 Credit Memo and 5/5/23 122-23OT-Sports Officials totaling \$356,884.80.

**DCMO
BOCES
Invoices**

Personnel

Mrs. Locke made a motion, seconded by Mr. Emerson to approve resolutions C1-C4 & UC1-UC3. Yes-4, No-0, Motion carried.

06-23(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending the below appointments from Resolution 05-23(1) C1 from the May 2, 2023 meeting minutes as follows: the following appointments for the 2023 Summer Reading and Math Program, per salary noted.

**Amend
Summer
Reading &
Math
Program
Staff**

Teachers \$40 per hour

~~**Renaë Ruff**~~
~~**Molly Winn**~~

Teacher Aides \$35 per hour

~~**Deborah Copeland**~~
~~**Jennifer Tefft**~~

Office Support \$35 per hour

~~**Michele Reynolds**~~
~~**Renaë Ruff**~~

Substitute Teachers \$40 per hour

~~**Molly Winn**~~

06-23(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Sara Locke's** request for a leave of absence to begin approximately September 5, 2023, with an anticipated return date of November 1, 2023, from her position of Elementary Education Teacher.

**Leave of
Absence
S. Locke**

06-23(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Fall Coaches for the 2023-2024 school year, pending coaching certification requirements.

Fall Coaches

SPORT

Varsity Football
V. Assistant Football
V. Assistant Football
Modified Football
Varsity Girls Soccer
JV Girls Soccer
Modified Girls Soccer
Varsity Boys Soccer
Volleyball
JV Volleyball
Varsity Golf
Varsity Golf Asst.

COACH

~~**Mitch Cluff**~~
~~**Jonathan Dunckel**~~
~~**Richard Hunter**~~
~~**David Dunagan**~~
~~**Rachel Seiler**~~
~~**Stacey Whaley**~~
~~**Sandra Acevedo**~~
~~**Corey Endress**~~
~~**Kimberly Martin**~~
~~**Renee Johnson**~~
~~**Lance Thorne**~~
~~**Timothy Paden**~~

06-23(1) C4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for the 2023 Summer Bridge/Catalyst Program, PENDING FINGERPRINT CLEARANCE, per salary noted.

**Summer
Bridge/
Catalyst
Program
Staff**

Student Workers \$14.20 per hour

Mallory Olsen-Nichols

06-23(1) UC1

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 will be at their regular hourly rate.

**Summer
Workers**

Food Service Workers

Debra Morris

Sharlene Lints

Martha West

Robert Shimer

Bus Attendants

Vicky Beech

Jolene Brown

Joanne Dean

Alicia Gracin (sub)

Kimberly Miller

Robyn Young

Bus Drivers

Joanne Dean

Robert Donholt, Jr.

Trent Ferrington

Tim Fowlston

Donald Rogers, Sr.

Barbara Sabines

Bus/Garage Cleaners

Joanne Dean

Robert Donholt, Jr.

Kimberly Miller

06-23(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.

**Substitute
Support Staff**

Destiny Armondi - Teacher Aide PT Sub

Austin Mead - Custodial Worker PT Sub

06-23(1) UC3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Alicia Gracin** to the position of Bus Attendant (PT) subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective June 5, 2023. (Vice: J. Struble)

**PT Bus
Attendant
A. Gracin**

Planning

Mrs. Gates noted the following reminders.

Reminders

- June 7 – HS Spring Awards, OAPAA, 6 pm
- June 10 – Junior Prom
- June 14 – 16 & 20-22 – Regents Exams
- June 15 – PS Play Day (6/16 rain date)
- June 19 – No School, Juneteenth, Offices Closed
- June 20 – UPK Moving Up Ceremony
- June 20, 21, & 22 – ½ days for PS & MS Students

- June 21 – 4th Grade Moving Up Ceremony
- June 23 – No School for Students
- June 24 – Graduation, OAPAA, 11 am (*arrive at 10:30 am*)
- July 4 – Independence Day, Offices Closed
- July 10 – BOE Reorganizational Meeting, MS Conference Room, 6 pm

Public Comment

None

BOE Member Comments/Concerns

Mr. Emerson stated the PS musical was wonderful.

Mr. Leach agreed.

Mrs. Gates offered thanks to Mrs. Locke for her service to the BOE. She also enjoyed the MS/HS spring concert and stated seeing the student conduct was awesome.

Ms. Gramstad noted a correction that the NY Giants stadium trip is June 6.

Mrs. Locke offered a thank you for a wonderful experience and offered well wishes.

At 6:54 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-4, No-0, Motion carried.

Mr. Emerson made a motion, seconded by Mr. Leach to appoint Mr. Hillis Clerk Pro Tem. Yes-4, No-0, Motion carried.

At 7:35 p.m., Mrs. Locke made a motion, seconded by Mr. Leach to come out of executive session. Yes-4, No-0, Motion carried.

There being no further action to come before this Board, Mrs. Locke made a motion, seconded by Mr. Emerson to adjourn. Yes-4, No-0, Motion carried.

Meeting adjourned at 7:36 p.m.



Michele D. Rice
District Clerk

**BOE
Comments/
Concerns**

**Executive
Session**

**Clerk Pro
Tem**

**Come out of
Executive
Session**

**Meeting
Adjourned**