

Oxford Academy & Central School Board of Education
Regular Meeting
June 6, 2022

Mr. O'Brien called the meeting to order at 6:00 p.m.

Call to Order

Mr. O'Brien led those present in the flag salute.

Flag Salute

Additions: 11.12 Approve Summer Reading & Math Program Faculty/Staff, 11.17 Acknowledge Food Service Helper Intent to Retire, 11.18 Approve Full-time Bus Driver, 12.6a June 25, 2022 Graduation

**Additions/
Deletions**

Deletions: 11.6 Accept Summer STEAM Teacher Resignation, 11.11 Accept Math Education Teacher's Resignation, 12.1 June 7, 2022 MS Spring Choral Concert & Art Show

Present were Trustees: Timothy O'Brien, Julie Gates, Nathaniel Emerson, John Godfrey, and Betsy Locke

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

Visitors

Holly Cirello, Courtney Emerson, Emily Conner, Matthew Leach

Approve Minutes

**Meeting
Minutes**

Mrs. Gates made a motion, seconded by Mrs. Locke to approve the meeting minutes of April 20, 2022 and May 3, 2022. Yes-5, No-0, Motion carried.

Mrs. Locke made a motion, seconded by Mrs. Gates to approve the school district budget voting results of May 17, 2022. Yes-5, No-0, Motion carried.

**Voting
Results**

Mrs. Gates made a motion, seconded by Mr. Godfrey to approve the meeting minutes of May 23, 2022. Yes-5, No-0, Motion carried.

**Meeting
Minutes**

Reports/Presentations

None

Leadership Team Updates

HS Update

Ms. Hover reported on field tests, GSA spirit week, senior activities day, senior signings and the senior walk through the primary school. Seniors will attend a trip to Kalahari Water Park this weekend. High school awards and yearbook distribution will occur Wednesday at 6 pm. Prom is Saturday from 7 to 11 pm. Graduation rehearsal is June 24 at 10 am with graduation on June 25 at 11 am. She thanked all of the high school advisors and noted Mrs. Scatturo welcomed a new baby girl.

Mr. Lehr reported he was impressed with the MS/HS choral concert, applauding the talent of students. State testing has completed, the semi-formal was Saturday with 90 out of 115 students attending. He noted Oxford was the largest group to attend the Rumble Ponies game with over 400 students. He complemented the art show held at 6OTS and noted the evacuation drill went well. Upcoming events include a 4th - 6th grade dance on June 17 from 6-8 pm, honors trip to Bowman Lake (135 of 220 students will be attending), field days on June 21, 8th grade graduation on June 23 at 6 pm outside of the middle school steps, and 5th - 7th grade awards on June 24. He reported modified softball was undefeated, boys baseball went 11-1 and boys and girls competition in track was impressive.

MS Update

Mr. Collier reported on the Rumble Ponies event, 4th graders placing flags on headstones of veterans at the cemetery, trips to Animal Adventure and the Syracuse Zoo, the 3rd and 4th grade musicals, 4-H attending the fair, and interviewing for a 4th grade teacher. This year was the last year for 4th grade testing. Upcoming events include play day on June 15, UPK graduation on June 21, 4th grade graduation on June 22, and awards ceremony on June 23. 4th graders will tour the MS on June 16 and attend a dance June 17. There is 130 students enrolled in the summer reading and math program. Additional field trips include Hanford Mills, Rogers Center, Roberson Center and a trip to the Oxford Memorial Library and Hoppies.

PS Update

Public Comment

Mrs. Cirello invite everyone to the primary school play day and water slide.

**Public
Comment**

Superintendent's Report

None

At 6:18 p.m., Mrs. Gates made a motion, seconded by Mrs. Locke to enter into executive session for the purpose of other matters made confidential by state or federal law. Yes-5, No-0, Motion carried. Mr. Lehr was invited to attend.

**Executive
Session**

At 6:18 p.m., Ms. Hover and Mr. Collier were excused.

Excused

Mrs. Gates 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 6:48 p.m., Mr. Lehr was excused.

Excused

At 6:48 p.m., Mrs. Locke made a motion, seconded by Mrs. Gates to come out of executive session. Yes-5, No-0, Motion carried.

**Come out of
Executive
Session**

Communications

The BOE acknowledged correspondences from the NYS Department of Transportation and Spence Curnalia. Mr. Ketchum will be invited to attend the August meeting to report on the process of the NYS Department of Transportation vehicle inspection report.

Correspondence

Old Business

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolutions G1-G3. Yes-5, No-0, Motion carried.

06-22(1) G1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve July 11, 2022 as the BOE Reorganizational Meeting for the 2022-2023 school year.

**Reorganizational
Meeting
7/11/22**

06-22(1) G2

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

**2022-23
BOE Meeting
Schedule**

06-22(1) G3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve appointing **Erin Gramstad** as district Consolidated Omnibus Budget Reconciliation Act (COBRA) Officer, retroactive to February 7, 2022.

**COBRA
Officer**

New Business

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

06-22(1) G4

WHEREAS, pursuant to Section 3651 of the Education Law, upon approval of the qualified voters, the Oxford Academy and Central School District, Chenango County, New York (the "School District") is authorized to establish a Capital Reserve Fund for certain purposes; and

Capital Reserve Fund

WHEREAS, at an annual district meeting held on May 17, 2022, the School District voters authorized the establishment of a Capital Reserve Fund to pay the cost of the repair and reconstruction of School District Facilities, and the acquisition of original furnishings, equipment, machinery and apparatus required for the purposes for which said improvements are to be used in the ultimate amount of \$3,000,000;

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

Section 1. Pursuant to Section 3651 of the Education Law, there is hereby created a Capital Reserve Fund to pay the cost of the repair and reconstruction of School District Facilities, and the acquisition of original furnishings, equipment, machinery and apparatus required for the purposes for which said improvements are to be used. The ultimate amount to be deposited in the Capital Reserve Fund is \$3,000,000. The term of the Capital Reserve Fund shall be fifteen (15) years. Deposits shall be made to the Capital Reserve Fund from various sources including, but not limited to, State aid reimbursement and cost saving measures resulting in unexpended funds or an unappropriated fund balance in such amounts as determined annually by the Board of Education.

Section 2. This resolution shall take effect immediately.

Business Office

Mrs. Gates made a motion, seconded by Mrs. Locke to approve resolutions G5-G12. Yes-5, No-0, Motion carried.

06-22(1) G5

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: On spot tire chains in such a way as to maximize the net proceeds of sale via public auction and/or eBay.

Surplus Equipment On spot tire chains

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

06-22(1) G6

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 2022 \$48,203.76

06-22(1) G7

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 2022.

Internal Claims Auditor Report

06-22(1) G8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept the Oxford Employee Support Personnel Association Contract Agreement negotiated changes as presented.

OESPA Negotiated Changes

06-22(1) G9 COOPERATIVE PURCHASING

2022-2023

**Cooperative
Purchasing**

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

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).

06-22(1) G10 FOOD & CAFETERIA SUPPLIES

2022-2023

**Food &
Cafeteria
Supplies**

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

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).

06-22(1) G11 GENERIC

2022-2023

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).

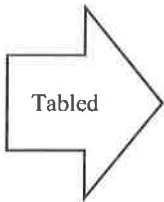
06-22(1) G12

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 May 2022 AS7, 741-22A Learning Tech CoSer HMH and Sports Official Warrants 5/1/2022 totaling \$392,677.98.

**BOCES
Invoices**

Personnel

Mr. Godfrey made a motion, seconded by Mr. Emerson to **table** resolution C1 and approve resolutions C2- C10. Yes-5, No-0, Motion carried.



06-22(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.

**TABLED
RESOLUTION**

<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	\$1,500.00
Teaching Aide	Melissa Gross	\$1,500.00

06-22(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending Resolution 04-22(1) C17 from the April 4, 2022 meeting minutes as follows:

**Amend
Resolution
04-22(1) C17**

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Alis Vincent** in the special tenure area of Special Education, Permanent Certification, effective May 9, 2022, probationary period to end May 9, 2025, base salary \$66,000, prorated to \$11,550. (Vice: Ms. Burnside)

06-22(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Jonathan Carey's** letter of resignation from his position of Special Education Teacher, effective June 30, 2022.

**Special Ed
Teacher
Resignation
J. Carey**

06-22(1) C4

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

**Special Ed
Teacher
Resignation
A. Fisher**

06-22(1) C5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Corbin Henry's** letter of resignation from his position of Science Education Teacher, effective July 29, 2022.

**Science
Teacher
Resignation
C. Henry**

06-22(1) C7

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 **Jared Bush** for planning and performing the duties of English Education Teacher, effective June 2, 2022 through June 24, 2022.

**LT Sub
English
J. Bush**

06-22(1) C8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Teachers for the 2021-2022 school year.

**Substitute
Teachers**

Natalie Barrows	-	Uncertified
Amanda Utter	-	Uncertified

06-22(1) C9

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
Teachers/
Monitors**

James Bohannon	-	MS Summer School Teacher (\$40 per hour)
Shaundra Davis	-	MS Summer School Teacher/Monitor (\$40 per hour – 2-hours per week)
Todd Harden	-	MS Summer School Teacher/Monitor (\$40 per hour – 2-hours per week)

06-22(1) C10

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 2022-2023 school year, pending coaching certification requirements.

Fall Coaches

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>
Varsity Volleyball	Kimberly Martin	\$TBD - Step 5
JV Volleyball	Renee Johnson	\$TBD - Step 5
Varsity Girls Soccer	Irene DeJager	\$TBD - Step 3
Modified Girls Soccer	Sandra Acevedo	\$TBD - Step 2
Varsity Boys Soccer	Corey Endress	\$TBD - Step 2
Modified Boys Soccer	Dustin Hendricks	\$TBD – Step 2
Varsity Golf	Lance Thorne	\$TBD - Step 5
Modified Football	Jonathan Duncel	\$TBD – Step 2
Modified Football	Richard Hunter	\$TBD – Step 2
Modified Football	David Dunagan	\$TBD – Step 2

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolution C12. Yes-5, No-0, Motion carried.

06-22(1) C12

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.

**Summer
Reading &
Math
Faculty/Staff**

Aides \$2,100
Chanalle Pecka-Tranvaag
Deborah Copeland

Substitute Teachers:
Anthony Giglio
Molly Winn

Substitute Teacher Aide
Angela Tracy

Mrs. Gates made a motion, seconded by Mrs. Locke to approve resolutions UC1-UC6. Yes-5, No-0, Motion carried.

06-22(1) UC1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve paying the following individuals to work in the cafeteria during the summer from July 5, 2022 through July 28, 2022.

**Summer
Cafeteria Pay**

Robert Shimer - \$21.00 per hour

06-22(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 2021-2022 school year.

**Substitute
Support Staff**

Jillian Chesebro	-	Teacher Aide PT Sub
Jillian Chesebro	-	Typist PT Sub
Amanda Utter	-	Teacher Aide PT Sub

06-22(1) UC3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve rescinding resolution **04-22(2) UC2** from the April 20, 2022 meeting minutes and does hereby approve paying the following individuals their normal hourly/daily rate to drive and clean school buses during the summer, as needed, from June 27, 2022 through September 1, 2022.

**Summer Bus
Drivers &
Bus Aides**

<u>Drivers</u>	<u>Aides</u>
Joanne Dean	Lisa Conway
Robert Donholt	Kimberly Miller
Tim Fowlston	
Barbara Sabines	Vicky Beech
Donald Rogers	
Rick Warner	
Roy Ferrington	

06-22(1) UC4

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

**Create FT
Teacher Aide
Position**

06-22(1) UC5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Candice Burke's** letter of intent to retire from her position of Food Service Helper, effective June 25, 2022.

**Food Service
Helper Intent
to Retire
C. Burke**

06-22(1) UC6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Roy Ferrington** to the position of full-time Bus Driver subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective June 27, 2022, hourly rate of \$17.50. (Vice: M. Downey)

**Bus Driver
R. Ferrington**

Planning

Mr. O'Brien noted the following reminders.

- June 15-23, 2022 – Regents Exams
- June 20, 2022 – No School, Juneteenth Day, Offices Closed
- June 21, 2022 – UPK Graduation
- June 22, 2022 – 4th Grade Graduation
- June 22, 23 & 24, 2022 – ½ Day of Instruction for Students
- June 25, 2022 Graduation, 11 am
- July 11, 2022 – BOE Reorganizational Meeting, MS Conference Room, 6 pm

Reminders

Public Comment

Mrs. Cirello recommended conducting exit interviews for employees leaving the district.

**Public
Comment**

BOE Member Comments/Concerns

Mr. Godfrey welcomed Mr. Leach and thanked Mr. O'Brien for his service as BOE member. Mrs. Locke agreed, as did the rest of the BOE.

**BOE
Member
Comments/
Concerns**

At 7:06 p.m., Mrs. Locke made a motion, seconded by Mrs. Gates to enter into executive session for the purpose of the medical, financial, credit and/or employment history of a particular person or corporation, and/or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Yes-5, No-0, Motion carried.

**Executive
Session**

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

**Clerk Pro
Tem**

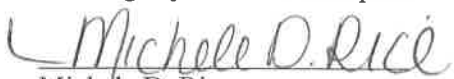
At 8:12 p.m., Mrs. Gates made a motion, seconded by Mr. Emerson to come out of executive session. Yes-5, No-0, Motion carried.

**Come out of
Executive
Session**

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

**Meeting
Adjourned**

Meeting adjourned at 8:15 p.m.


Michele D. Rice
District Clerk