

**Oxford Academy and Central School District  
Board of Education Meeting - Via Zoom  
June 1, 2020**

Mr. O'Brien called the meeting to order at 12:02 pm.

**Call to Order**

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

**Flag Salute**

Additions: None

**Additions/**

Deletions: None

**Deletions**

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

**Present**

Superintendent

John Hillis

Business Administrator

Joseph Gugino

District Clerk

Michele Rice

Primary School Principal

Brian Collier

Middle School Principal

Gregory Lehr

High School Principal Interim

Diane Bucino

Director of Special Education

Dawn Hover

**Visitors**

**Visitors**

None

**Approve Minutes**

**Meeting  
Minutes**

Mrs. Gates made a motion, seconded by Mr. Godfrey to approve the meeting minutes of May 4, 2020. Yes-5, No-0, Motion carried.

**Reports/Presentations**

**2020-2021  
Budget  
Hearing**

2020-2021 Budget Hearing – Mr. Gugino presented on the proposed \$18,510,542 budget. The proposal includes a 2.73% increase on the tax levy. He shared a calculation noting this increase would only increase taxes on a \$50,000 home by \$25.50. The district is also looking for approval to purchase two 30-passenger vans for a total not to exceed \$125,000. It was noted that 90% of transportation costs is aidable.

**Leadership Team Updates**

**Special Ed  
Update**

Ms. Hover reported wrapping up annual reviews. Once the annual reviews are complete she will work with Mr. Lehr on transferring CSE information and duties to him for the upcoming school year.

**PS Update**

Mr. Collier reported finishing up the school year and preparing the virtual graduation ceremonies.

**MS Update**

Mr. Lehr stated the MS teachers have been in to clean their rooms. They will finish plans for the awards ceremony by Friday. A schedule will be developed for students to return electronic devices and collect their belonging on June 18 and 19. Mr. Lehr has asked his teachers to review how distance learning went, noting accomplishments and challenges. The reviews will be shared as professional development over the summer. The Catalyst Program will run virtually over the summer.

**HS Update**

Mrs. Bucino reported on canceling the May 30, 2020 virtual graduation ceremony and the yearbook distribution event due to possible COVID exposure. There's a meeting established to review rescheduling each event and she will share what is decided.

**Public Comment**

None

**Superintendent's Report**

2020-2021 District Goals – Mr. Hillis requested to meet to establish district goals. A zoom meeting has been scheduled for July 14 at noon.

Capital Project Update - Mr. Hillis reported on the bid with Air Temp. The original bid had a miscommunication issue and installation fees were not included. Mr. Hillis requested the architects and Air Temp resolve the issue. After negotiating Air Temp took a \$40,000 loss on the installation costs to move forward. Mrs. Gates shared her disappointment with Air Temp, noting their software is not a non-propriety software so other organizations cannot utilize it which may be an issue if they ever go out of business.

Graduation – Mr. Hillis noted graduation was paused for May 30<sup>th</sup> but planning has already begun for another plan.

**Communications**

The BOE acknowledged a letter from FFA awarding them the 2020 Honorary Empire Degree Group Recipients and thanked the FFA students for nominating them.

**Board Committee Reports**

Finance - Met 1/6/20

Policy –Approve/Amend Policies

- #46 – Parents Bill of Rights Relating to Student Data
- #52 – Data Security and Privacy Policy

Buildings & Grounds – Met 2/3/20

Transportation – Met 3/2/20

Personnel – Need to schedule

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

**06-20(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby amend/adopt the following policies:

**Legally Mandated Policy**

46 – Parents Bill of Rights Relating to Student Data Policy

52 – Data Security and Privacy Policy

**Old Business**

None

**New Business**

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolutions G2-G6. Yes-5, No-0, Motion carried.

**06-20(1) G2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the 2020-2021 Board of Education Meeting Schedule as presented.

**06-20(1) G3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Notice of Public Budget Hearing and Annual Meeting and Election as given and attached.

**2020-2021  
District  
Goals**

**Capital  
Project**

**Graduation**

**Correspondence**

**BOE  
Committees**

**Amend/Adopt  
Policies**

**2020-2021  
BOE Meeting  
Schedule**

**Budget  
Hearing  
Notice**

**06-20(1) G4**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Oxford Academy and Central School District Property Tax Report Card.

**Property Tax  
Report Card**

**06-20(1) G5**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of Hope Crawford as Chairperson for the Annual Meeting and Election to be held on June 9, 2020 via Absentee Ballot.

**Chairperson  
Annual  
Meeting and  
Election  
H. Crawford**

**06-20(1) G6**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following inspectors and tellers for the June 9, 2020 budget vote:

**Inspectors  
and Tellers**

- Holly Abbott
- Julia Bogardus
- Holly Cirello
- Hope Crawford
- Jeannie Marshman
- Kimberly Murrer
- Renae Ruff
- Angela Tracy
- Michelle Williams
- Terri Woodford

**Business Office**

Warrants were shared for information only.

**Warrants**

Mr. Godfrey made a motion, seconded by Mrs. Locke to approve resolution G7. Yes-4, No-1-Mrs. Gates, Motion carried.

**06-20(1) G7**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, the Board does hereby award the bid of HVAC controls to Air Temp Heating and Air Conditioning, Inc., 1165 Front Street, Binghamton, NY 13905 in the amount not to exceed \$109,398.00.

**Award  
HVAC  
Controls Bid  
Air Temp**

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolutions G8-G10. Yes-5, No-0, Motion carried.

**06-20(1) G8**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurers Report for March 2020 as given.

**Treasurers  
Report**

**06-20(1) G9**

**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 March 2020.

**Internal  
Claims  
Auditor  
Report**

**06-20(1) G10**

**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**

March 2020

\$56,434.62

**Personnel**

Mrs. Locke made a motion, seconded by Mrs. Gates to approve resolutions C1. Yes-5, No-0, Motion carried.

**06-20(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Corbin Henry** in the tenure area of Science Education, pending certification requirements, effective September 1, 2020, probationary period to end September 1, 2024, base salary \$47,112. (Vice: Phil Mason)

**Science  
Teacher  
C. Henry**

**Planning**

Mr. O'Brien noted the following reminders.

- July 7, 2020 BOE Reorganizational Meeting, MS Conference Room/Zoom, Time TBD

**Reminder**

**Public Comment**

None

**BOE Member Comments/Concerns**

Mr. Godfrey asked about Mr. Daniels and noted he would like to send him and Mrs. Bucino a thank you note for stepping in when needed.

Mrs. Locke thanked all those involved with planning the virtual graduation ceremony and for the positive comments and actions of community members. It's nice to have positive energy.

Mrs. Emerson agreed with Mrs. Locke's comments.

**BOE  
Comments**

At 12:40 p.m., Mr. Emerson made a motion, seconded by Mr. Godfrey to enter into executive session for the purpose of other matters made confidential by state or federal law and of collective negotiations and 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. Mrs. Hover was invited to attend. Yes-5, No-0, Motion carried.

**Executive  
Session**

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

**Clerk Pro  
Tem**

At 12:38 p.m., Ms. Hover was excused from the meeting.

**Excused**

At 12:57 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. Emerson made a motion, seconded by Mr. Godfrey to adjourn. Yes-5, No-0, Motion carried.

**Meeting  
Adjourned**

Meeting adjourned at 12:58 p.m.



Michele D. Rice  
District Clerk