

**Oxford Academy & Central School Board of Education  
Regular Meeting  
March 4, 2024**

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

**Call to Order**

Mrs. Gates led those present in the flag salute.

**Flag Salute**

Additions: 6.4 Matco Electric Corp CO 4-03, 6.5 Matco Electric Corp CO 4-04, 10.8 Acknowledge RN Resignation

**Additions  
Deletions**

Deletions: 8.1 Approve 2024-2025 Instructional Calendar, 9.11 Approve OTA MOA Retirement Incentive, 9.12 Approve OESPA Retirement Incentive

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

**Present**

Interim Superintendent  
School Business Manager  
District Clerk  
High School Principal  
Middle School Principal  
Primary School Principal

Terrance Dougherty  
Erin Gramstad  
Michele Rice  
Dawn Hover  
Greg Lehr  
Brian Collier

**Visitors**

Holly Cirello, Julie Bogardus, Jonathan Rogers, Rebecca Rosas, Mitch Cluff, Claudia Tefft, Chris Rovente, Scott Duell, Jeff Nelson, Tim Weber, Mark Hodge, Wendy DeWind, Holly Abbott, Kat Reeder, Courtney Emerson, Jenny Davis, Tim Davis, Peter Heggie, Adam Francis

**Visitors**

**Approve Minutes**

Mr. Godfrey made a motion, seconded by Mr. Leach to approve the meeting minutes of February 5, 2024. Yes-5, No-0, Motion carried.

**Minutes**

**Reports/Presentations**

National ELA Conference – Mr. Rovente presented on a study he conducted with Dr. McConn and students from his literature and 10<sup>th</sup> grade ELA classes. The purpose was to observe how students in rural schools deal with literature that explores marginalized characters and communities. Initial findings were presented at the National Council Conference in Columbus, Ohio. The research is planned to be used for articles and possible publications.

**National  
ELA  
Conference**

Capital Project Update – Mr. Duell noted the recent building condition survey, issues identified, and favorable financial timing has brought about a capital project proposal. Highlights of the project include preservation to the MS, security, HS AGRISTEM, tennis court improvements, playgrounds, HS/PS campus traffic circulation and infrastructure improvements, for a total estimate of \$19,500,000. The funding sources would be state aid at 93.8% and use of the capital reserve. Mr. Duell shared a timeline for the project. Construction would start in April 2026 with completion in October 2026.

**Capital  
Project  
Update**

2024-2025 Budget Update – Dr. Dougherty stated the 2.8 million deficit continues to decrease and with recent developments may be balanced. He asked Mr. Collier to review options pertaining to the larger class at the primary school. Options included moving teachers to have fewer sections of certain grade levels, having RTI teachers fill in and hiring a new teacher. Hiring seems unlikely due to the budget status. Mr. Collier shared a historical perspective chart, average NYS classroom sizes and regional area classroom sizes.

**2024-2025  
Budget  
Update**

Public Comment – Dr. Dougherty shared a few documents pertaining to public comment. The BOE agreed public speakers will be timed for three minutes and will share specifics on proper etiquette.

**Public  
Comment**

### **Leadership Team Updates**

Mr. Collier's enrollment/class size research was used as his update.

**PS Update**

Mr. Lehr noted MS students looked at CTE program offerings, 24 girls participated in volleyball and 21 students in wrestling. The MS is planning their recognition assembly and parent/teacher conferences are scheduled.

**MS Update**

Ms. Hover noted Dr. O'Reilly and Dr. Anderson's presentations on vaping and mental health were fantastic. She noted the top five seniors have been calculated. HS students looked at CTE program offerings, 114 students made honor roll and were able to create their own pretzels. Next quarter honor roll students will be able to make their own coffee.

**HS Update**

Presentations to the 8<sup>th</sup> grade students on courses, what to expect, etc., have been completed. The FFA leadership development competition was held at Oxford Academy with several students moving on. Chenango Tobacco and Mental Health will present at Friday's faculty meeting. Parent/teacher conferences have been scheduled. Mrs. Palmer will be taking 21 students to the Dominican Republic for spring break. A student bowler qualified for states and a sophomore student represented very well at a power lifting competition.

### **Public Comment**

Mr. Rogers stated mock trial students competed against Greene students and won. They will compete against Norwich and then GMU. Those that win will move on to states. Mr. Rogers noted he works with an attorney from Binghamton and has 9 kids competing in mock trial.

**Public  
Comment**

Mr. Cluff shared his disappointment with the recent football coaching appointment.

Mrs. Abbott applauded the teaching staff for taking on district events. She mentioned the Dr. Seuss evening event.

Mrs. Reeder complemented the FFA competition and thanked the BOE for supporting it.

### **Interim Superintendent's Report**

Dr. Dougherty talked about BOE self-evaluation, policy development, April 8 will be a give back snow day, a projected enrollment study, the comptrollers audit corrective action plan, annual BOCES election material, the legal service fees for 2024-2025. He asked Officer Francis to speak about the K-9 unit.

**Interim  
Superintende  
nt's  
Update**

Officer Francis stated he's been working with Ms. Hover and the state police to do a K-9 sweep in the HS. The trainers use these sweeps as training days for the dogs. The canines look for explosives, drugs, etc. Officer Francis also noted Southern Tier Training Program would like to use the school facilities on non-school days, and/or summer days for training. Once the sweep has been scheduled, parents will be made aware that the event will be upcoming.

Dr. Dougherty noted, after a thorough review, the enrichment program at the primary school will change following the April break. A letter and additional correspondence will be provided to parents regarding the change. Enrichment at the MS and HS will remain as is. The enrichment period for all buildings will be evaluated for the 2024-2025 school year.

### **Communications**

The Board acknowledged correspondences from Ms. Warren (*DCMO BOCES BOE Member Nomination Correction*), Mr. Cluff (*Football*), DCMO BOCES (*Annual Meeting, Election, Etc., documents*), Matco Electric Corp (*Change Orders 4-03 ad 4-04*).

**Correspondence**

### **Old Business**

Mr. Emerson made a motion, seconded by Mr. Sheridan to approve resolutions G1-G2. Yes-5, No-0, Motion carried.

### **03-24(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby acknowledged and approve the management letter corrective action plan from the NYS Comptroller's Audit of 2022-2023, as presented.

**NYS  
Comptrollers  
Audit  
CAP**

**03-24(1) G2**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve amending the Oxford Academy & Central School Instructional Calendar for the 2023-2024 school year as follows: April 8, 2024 will be a give back snow day (no school).

**Amend  
2023-24  
Instructional  
Calendar**

**New Business**

None

**Business Office**

Warrants were provided for information only.

An Appropriation Status Report and Revenue Status Report for January 2024 were shared.

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions G4-G10 and G13-G14. Yes-5, No-0, Motion carried.

**Warrants**

**Reports**

**03-24(1) G4**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby acknowledge receipt of the Internal Claims Auditor Report prepared by DCMO BOCES for January 2024.

**Internal  
Claims  
Auditor  
Report**

**03-24(1) G5**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Treasurers Report for January 2024 as given.

**Treasurers  
Report**

**03-24(1) G6**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the General Ledger Report for Extracurricular Account for the following month:

January 2024    \$55,555.33

**Extracurricular  
Account  
Report**

**03-24(1) G7**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the DCMO BOCES billings (contract invoices) for services rendered for 081-24OT Sports Official Warrant, C0193-24 AS-7 Contract Invoice and 1677-24A Superintendent Search totaling \$390,746.27.

**BOCES  
Invoices**

**03-24(1) G8**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve a 3-year Installment Purchase Agreement (IPA) through Broome-Tioga BOCES to purchase instructional technology (Dell Precision Towers, Dell UltraSharp Monitors, Promethean ActivPanels, HP Fortis Chromebooks, HP Chromebooks, APPLE iPad Airs, APPLE iPads) in the amount not to exceed \$128,966.49.

**IPA  
for  
Technology**

**03-24(1) G9**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Memorandum of Understanding with Chenango County Community Mental Hygiene for Services through December 31, 2024.

**MOU  
Chenango  
County  
Mental  
Hygiene**

**03-24(1) G10**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, and having had an opportunity to review the matter, that in accordance with its Board Policy regarding provision of retiree health insurance, the Board of Education will provide Humana Medicare Advantage PPO as it's Medicare insurance provider effective July 1, 2024.

**Retiree  
Health  
Insurance  
Humana**

**03-24(1) G13**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the Merger of Schools for Athletic Activity with Greene Central School District for outdoor track for the 2024 season.

**Athletic  
Merger  
Outdoor  
Track**

**03-24(1) G14**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve Ferrara Fiorenza PC rates for Legal Services for the 2024-2025 School Year as presented.

**Ferrara  
Fiorenza PC  
Legal Service  
Fees**

**Personnel**

Mr. Leach made a motion, seconded by Mr. Sheridan to approve resolutions C1-C3 and UC1-UC5. Yes-5, No-0, Motion carried.

**03-24(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby accept **Melanie Maroney's** letter of intent to retire from her position of Reading Teacher, effective after the close of day June 30, 2024.

**Teacher  
Retirement**

**03-24(1) C2**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve amending Resolution **06-21(1) C14** from the June 7, 2021 meeting as follows: the appointment of **Jessica Pinney** in the special tenure area of Special Education, Professional Certification, effective September 1, 2021, probationary period to end September 1, 2024, base salary \$57,500. (Vice: New)

**Amend  
06-21(1) C14  
Probationary  
Period  
J. Pinney**

**03-24(1) C3**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of the following Spring Coaches for the 2023-2024 school year, pending coaching certification requirements, stipend as per Oxford Teachers' Association Agreement.

**Spring  
Coaches**

**SPORT**

- Varsity Baseball
- Varsity Softball
- JV Softball
- Modified Softball
- Varsity Track
  
- Varsity Assistant Track
- Modified Track
- Boys Tennis

**COACH**

- Corey Endress**
- Matt Dowling**
- Rachel Seiler**
- Ed Holmquist**
- Shannon Gawronski**
- Irene DeJager**
- Jenny Ryan**
- Haley DeJager**
- Lance Thorne**

**03-24(1) UC1**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve:

**WHEREAS,** the Oxford Academy and Central School District is the Respondent to a matter pending before the New York State Division of Human Rights, which was initiated by

Patricia Castaldy, and has been assigned Case No, 10227153 (“the Action”);

**WHEREAS,** the parties to the Action wish to resolve the Action through a settlement agreement as set forth in the Pre-Determination Conciliation Agreement and Order After Conciliation (“Conciliation Agreement”);

**WHEREAS,** the Board of Education has considered the terms of the proposed

**Human  
Rights  
Settlement  
P. Castaldy**

Conciliation Agreement and seeks to approve the material terms contained in said Conciliation Agreement; and

**WHEREAS**, the Conciliation Agreement provides for the payment of Five Thousand and No Cents Dollars (\$5,000.00) to Patricia Castaldy, which represents a fair and reasonable settlement and final resolution of the pending Action

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

1. The Board hereby approves of the material terms of the proposed Conciliation Agreement pertaining to the Action and authorizes the Interim Superintendent of the School District, or the Interim Superintendent's designee, to take all necessary actions and to execute any necessary documents on behalf of the Board of Education upon the recommendation of legal counsel necessary to effectuate/finalize the same.
2. The Board hereby approves the payment of \$5,000.00 to Patricia Castaldy, as set forth in the Conciliation Agreement.
3. This Resolution shall take effect immediately.

**03-24(1) UC2**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Support Staff for the 2023-2024 school year.

**Substitute  
Support Staff**

**Chris Seminera** - Custodial Worker PT Sub

**03-24(1) UC3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the permanent appointment, retroactive to February 9, 2024 of **Michele Reynolds**, to the position of 12-month Clerk, subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County.

**Permanent  
Appointment  
Clerk  
M. Reynolds**

**03-24(1) UC4**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby accept **Margaret McGowan's** letter of resignation from her position of PT Clerk, effective after the close of day March 28, 2024.

**PT Clerk  
Resignation  
M. McGowan**

**03-24(1) UC5**

**BE IT RESOLVED:** Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby accept **Renee Maynard's** letter of resignation from her position of Registered Nurse (School), effective after the close of day March 15, 2024.

**RN  
Resignation  
R. Maynard**

**Planning**

Mrs. Gates noted the following reminders.

- March 9 – March Madness Carnival, MS, 12-3 pm
- March 14 – Greatest Show and Tell, 6 pm, PS
- March 15 – No School - Superintendent's Conference Day
- March 18 – No School - Vacation Day
- March 22 & 25 – ½ Day of Instruction, PT Conferences
- March 25 – Budget BOE Meeting, 6 pm, MS Conference Room
- March 29 – No School - Good Friday (Offices Closed)
- April 1-5 – No School - Spring Recess
- April 8 – No School (Give Back Snow Day)

**Reminders**

- April 10-12 – NYS ELA Testing, Grades 3-8
- April 16 – BOE Meeting, 6 pm, MS Conference Room

**Public Comment**

None

**BOE Member Comments/Concerns**

Mr. Sheridan mentioned the enrichment at the primary school and thanked everyone for working it out. He also complimented events happening in the district (Read Across America, Dr. Seuss Night and the musical).

At 7:41 p.m., Mr. Emerson made a motion, seconded by Mr. Godfrey 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. Ms. DeWind, Mr. Collier, Mr. Lehr, Ms. Hover, Mrs. Rice and Mr. Davis were invited to attend.

Mr. Leach made a motion, seconded by Mr. Godfrey to appoint Dr. Dougherty Clerk Pro Tem. Yes-5, No-0, Motion carried.

At 8:01 p.m., Mr. Collier, Mr. Lehr, Ms. Hover were excused.

At 8:11 p.m., Mr. Davis was excused.

At 8:19 p.m., Mrs. Rice was excused.

At 8:20 p.m., Mr. Collier, Mr. Lehr, Ms. Hover and Ms. Gramstad were invited to attend.

At 8:50 p.m., Ms. Gramstad was excused.

At 9:30 p.m., Mr. Collier, Mr. Lehr, Ms. Hover, and Ms. DeWind were excused.

At 9:40 p.m., Ms. Gramstad was invited to attend.

At 10:30 p.m., Ms. Gramstad was excused.

At 10:35 p.m., Mr. Sheridan made a motion, seconded by Mr. Leach to come out of executive session.

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

Meeting adjourned at 10:35 p.m.



Michele D. Rice  
District Clerk

**BOE  
Member  
Comments/  
Concerns**

**Executive  
Session**

**Clerk Pro  
Tem**

**Excused**

**Excused**

**Excused**

**Invited**

**Excused**

**Excused**

**Invited**

**Excused**

**Come out of  
Executive  
Session**

**Meeting  
Adjourned**