

Oxford Academy & Central School Board of Education
Regular Meeting
March 7, 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: 10.10 Approve BOCES Invoices, 11.6 Approve Long-term Math Substitute
Deletions: 12.4 March 28 BOE Budget Meeting – all in favor of canceling meeting

**Additions/
Deletions**

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

Visitors

Holly Cirello, Megan Kappauf, Clayton Kappauf, Tim Davis, Jenny Davis, Stephanie Paden, Courtney Emerson, Claudia Tefft, Ashley Clark-Butler, Becky Rosas, Julia Bogardus, Hannah Vincent, Elizabeth Vincent, Alis Vincent, Roberta Muzzy, Renee Johnson, Colette Kappauf, Ahnalee Kappauf, Abigail Stone, and Lily Marshman.

Visitors

Valedictorian and Salutatorian Introduction – Mrs. Carey introduced Mallory Olsen-Nichols as the senior class valedictorian and Liam O'Brien as the senior class salutatorian. Mallory and Liam were presented with a plaque, flowers and a small gift for their accomplishments.

**Valedictorian
&
Salutatorian**

Approve Minutes

Mrs. Gates made a motion, seconded by Mr. Emerson to approve the meeting minutes of February 7, 2022. Yes-4, No-0, Motion carried.

**Meeting
Minutes**

Reports/Presentations

Odyssey of the Mind Team – The team, with advisor Mrs. Kappauf, preformed a skit for the BOE which was enjoyed by all in attendance.

**Odyssey
Of the Mind**

FFA Members – FFA members presented on agriculture professions.

FFA Advisor, Mrs. Johnson noted Oxford will host the sub-states with over 250 FFA members in attendance March 19.

**FFA
Members**

Leadership Team Updates

Mr. Collier was unable to attend the meeting but prepared an update to include: students and staff enjoyed celebrating the 100th day of school, Valentine's Day, Read Across America, and the first school day without masks. The PS will welcome a new special education teacher and an afterschool program. Parent/teacher conferences are scheduled. ELA state testing is at the end of the month along with math testing next month. New ELA curriculum will be presented at the next BOE meeting.

PS Update

Mr. Lehr noted the new science teacher will start March 11. The happiest challenge was good with kids sharing ideas. The MS held a fun game night for 7th and 8th graders and will do the same for 5th and 6th graders March 11. Seventy percent of 8th graders and their parents attended the moving to 9th grade information night. This event will be held earlier in the year to help kids understand how important their grades are before entering the HS. MS summer school will be held in-house this year. Modified teams performed well with good participation numbers. Wrestling is being introduced to 5th & 6th graders with 36 kids participating.

MS Update

Ms. Hover recognized several HS students for their accomplishments. Madalyn Barrows reached 1000 points in basketball, indoor track has been great, bowling went to MAC Championships, FFA members went to districts and several students won art awards. It was nice to finally see faces once the mask mandate was lifted. Upcoming events include Parent/teacher conferences, an in-service day, safety committee meeting, department chair meeting, senior breakfast recognition, FFA sub-states and The Stadium will host a give back night on March 30 for the Oxford Scholarship Program.

HS Update

Public Comment

None

Superintendent's Report

Budget YTD – Mr. Hillis asked Ms. Gramstad to report on the budget. Ms. Gramstad noted as of the end of February, 52% of the budget was spent out. She also reported the capital reserve fund expired and needs to be reestablished.

Budget YTD

STEM Ecosystem – Mr. Hillis shared a brochure on the upcoming Design Studio to be held via Zoom on April 8. Mr. Hillis noted both TIES and Siemens see Oxford Academy as the national leader.

STEM
Ecosystem

Communications

The BOE acknowledged a correspondence from DCMO BOCES on their annual meeting, election of BOE members and notice for special board meetings.

Correspondence

Board Committee Reports

Finance – Met 1/4/22

Policy – Met 9/27/21

Buildings & Grounds – Met 3/7/22

Transportation – Met 2/7/22

Personnel – Met 11/1/21

BOE
Committees

Old Business

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

03-22(1) G1

BE IT RESOLVED: that the Oxford Academy & Central School Board of Education does hereby approve the below appointments and authorizations retroactive to February 7, 2022 through the 2022-2023 Reorganizational Meeting.

Appointments
&
Authorizations

1. Treasurer – Erin Gramstad
2. Auditors of Classroom Accounts – Erin Gramstad
3. Authorization to Establish Petty Cash & Change Funds
 - District Office – Erin Gramstad - \$100.00
4. Records Access Officer – Erin Gramstad

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

03-22(1) G2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the License Agreement with Mr. Loiselle as presented pertaining to the Columbia Street property boundary line.

License
Agreement
Columbia St

New Business

Mr. Emerson made a motion, seconded by Mrs. Gates to approve resolutions G3-G4. Yes-4, No-0, Motion carried.

3-22(1) G3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge the 2022-2023 Budget Calendar.

**2022-23
Budget
Calendar**

3-22(1) G4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Oxford Academy & Central School Instructional Calendar for the 2022-2023 school year as presented.

**2022-23
Instructional
Calendar**

Business Office

Warrants were given for information only.

Warrants

Athletic Coordinator, Mr. Davis was asked about baseball participation numbers. Mr. Davis stated the district as 12 players on paper, however, a handful of them have chronic absenteeism which will interfere with the season. He verified 9th graders can play at the modified level. Mr. Davis reported he held a meeting for students and parents but only 6 people attended. Merging with Greene seems like the only option.

**Baseball
Discussion**

Mrs. Locke asked about track participation numbers and if all levels compete at the same events. Mr. Davis reported 14 students are participating in track and they do not all compete at the same events. Mr. Davis noted some coaches will be recommending assistants because their participation numbers are high (softball was mentioned).

**Track
Discussion**

Mrs. Gates made a motion, seconded by Mrs. Locke to approve resolutions G5-G10. Yes-4, No-0, Motion carried.

3-22(1) G5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurers Report for January 2022 as given.

**Treasurers
Report**

3-22(1) G6

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 January 2022.

**Internal
Claims
Auditor
Report**

3-22(1) G7

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**

January 2022 \$50,363.80

3-22(1) G8

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
Authorization**

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.

3-22(1) G9

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve a 3-year Installment Purchase Agreement (IPA) through Broome-Tioga BOCES to purchase instructional technology (HP Chromebooks, Apple iPads and Dell OptiPlex computers) in the amount not to exceed \$105,362.28.

IPA

3-22(1) G10

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Merger of Schools for Athletic Activity with Greene Central School District for varsity and junior varsity baseball for the 2021-2022 season.

**Baseball
Merger
Greene CSD**

Mrs. Locke made a motion, seconded by Mr. Emerson to approve resolutions G11-G13, Yes-4, No-0, Motion carried.

3-22(1) G11

BE IT RESOLVED:

WHEREAS there has been proposed a “New York State Municipal Workers’ Compensation Alliance Plan Document” pursuant to Section 50 3-a of the Workers’ Compensation Law (hereinafter “the Plan”); and

WHEREAS the Oxford Academy and Central School District is eligible for membership in the Plan; and

WHEREAS the Oxford Academy and Central School District has made an independent investigation of the Plan and reviewed the Plan document, and has concluded that it would be in the interest of the Oxford Academy and Central School to participate therein; now, therefore, be it

RESOLVED, that the Oxford Academy and Central School District enter into membership in the Plan pursuant to Section 50 Subdivision 3-a of the Workers’ Compensation Law, and be it further

RESOLVED, that John Hillis be and hereby is authorized and instructed to execute the Plan’s charter document on behalf of the Oxford Academy and Central School District; and be it further

RESOLVED, that the custody of all joint Plan moneys by the Plan Administrator under the Plan be and the same hereby is approved;

RESOLVED, that the Oxford Academy and Central School District hereby elects, pursuant to Subdivision 3-a of Section 50 of the Workers’ Compensation Law, to become a self-insurer as to Workers’ Compensation claims against this Municipality; and be it further

RESOLVED, that pursuant to Section 50 Subdivision 3-a of said Workers’ Compensation Law, notice of such election shall be filed forthwith with the Chairman of the Workers’ Compensation Board, Self-Insurance Section; and be it further

RESOLVED, that this election shall become effective on July 1, 2022.

**NYS
Municipal
Workers’
Compensation
Alliance**

3-22(1) G12

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Member Participation Agreement with New York State Municipal Workers’ Compensation Alliance, effective July 1, 2022, as presented.

**Member
Participation
Agreement**

3-22(1) G13

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 January 2022 AS-7 and February 2022 AS-7, Sports Officials Warrant, and 2021 Summer School Billing totaling \$707,867.

**DCMO
BOCES
Invoices**

Personnel

Mrs. Gates made a motion, seconded by Mr. Emerson to approve resolutions C1- C6. Yes-4, No-0, Motion carried.

3-22(1) C1

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**

Jillian Chesebro	-	Uncertified
Lisa Lawton	-	Uncertified

3-22(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending Resolution 07-21(1) C8 from the July 12, 2021 meeting minutes to increase the Medicaid Reimbursement Coordinator stipend from \$2,000 to \$6,000 for **Kimberly Boyer** for the 2021-2022 school year.

**Amend 07-
21(1) C8
Medicaid
Reimbursement
Coordinator**

3-22(1) C3

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

**Instructional
Technology
Coach**

<u>Instructional Technology Coach</u>	Rebecca Rosas (MS)	\$416.75
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3-22(1) C4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Spring Coaches for the 2021-2022 Spring athletic season, pending coaching certification requirements.

**Spring
Coaches**

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>
Varsity Girls Softball	Ed Holmquist	\$4,825 - Step 4
Modified Softball	Clayton Kappauf	\$1,803 - Step 1
Modified Baseball	Corey Endress	\$1,803 - Step 1
Varsity Track	Shannon Gawronski	\$2,865 - Step 5 (split)
	Irene DeJager	\$2,865 - Step 5 (split)
Varsity Assistant Track	Jenny Ryan	\$3,070 - Step 4
Modified Track	Irene DeJager	\$2,230 - Step 3
Boys Tennis	Lance Thorne	\$3,490 - Step 5

3-22(1) C5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Kristen Ely** in the special tenure area of Special Education, Professional Certification, effective March 7, 2022, probationary period to end March 7, 2026, base salary \$50,500, prorated to \$19,190. (Vice: Ms. Thomas-Lavine)

**Special
Education
Teacher
K. Ely**

3-22(1) C6

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

**LT
Math
Teacher
J. Bush**

Jared Bush for planning and performing the duties of Math Education Teacher, effective April 18, 2022 through May 31, 2022.

Mr. Emerson made a motion, seconded by Mrs. Gates to approve resolutions UC1- UC2. Yes-4, No-0, Motion carried.

3-22(1) UC1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge Yvette Williams' resignation from her position of Bus Attendant, retroactive to February 14, 2022.

**Resignation
Bus
Attendant
Y. Williams**

3-22(1) UC2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve temporarily increasing the daily pay for Registered Nurse (School) Substitute, Audrey Clinton to \$125.00 per day, effective April 1 through the end of June 2022.

**Registered
Nurse
Substitute
Pay
A. Clinton**

Planning

Mr. O'Brien noted the following reminders and again recommended canceling the March 28 BOE budget meeting. Consensus of the BOE was in favor of canceling the March 28 meeting.

Reminders

- March 11 & 14 - ½ Day of Instruction/PT Conferences
- March 18 – No School, Staff Development Day
- March 21 – No School

Public Comment

Mrs. Kappauf mentioned the Greatest Show and Tell event scheduled for March 25.

**Public
Comment**

BOE Member Comments/Concerns

Mrs. Locke reported 40 students enjoyed a trip to the Adirondacks. She noted Mrs. Johnson prepared food for all attendees, they snowshoed and all seemed to have a great day. Mrs. Locke also thanked the teachers for all they do and continue to do. All BOE members agreed.

**BOE
Comments/
Concerns**

At 7:20 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-4, No-0, Motion carried.

**Executive
Session**

At 7:40 p.m., Mr. Hillis was excused.

Excused

At 8:20 p.m., Mr. Emerson made a motion, seconded by Mrs. Locke to come out of executive session.

**Come out of
Executive
Session**

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

Meeting adjourned at 8:20 p.m.

**Meeting
Adjourned**



Michele D. Rice
District Clerk