

**Oxford Academy & Central School Board of Education  
Regular Meeting  
May 2, 2023**

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: 9.12 Approve Elementary Teacher-Ms. Collier  
Deletions: 9.11 Approve Elementary Teacher-Ms. Shaffer

**Additions/  
Deletions**

Present were Trustees: Julie Gates, John Godfrey, Betsy Locke, Nathaniel Emerson and Matthew Leach.

**Present**

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

John Hillis  
Erin Gramstad  
Michele Rice  
Dawn Hover  
Greg Lehr  
Brian Collier

**Visitors**

Holly Cirello, Courtney Emerson, Stephanie Paden, Claudia Albin, Molly Winn, Jessica Pinney, Renee Johnson, Jennifer Jo Merritt, Krystal Frederick, Brian Sheridan, Matthew Dorman, Jonathan Rogers, and students and parents promoting cheerleading.

**Visitors**

Mrs. Gates opened the floor to the cheer crowd.

**Public -  
Cheerleading**

Ms. Frederick noted she is a youth cheerleading coach. She stated those in attendance would like cheer to continue from the youth level to modified and varsity level. Ms. Frederick stated local businesses have offered to help and fundraising ideas are in place. Mr. Hillis stated the district had recently made a decision to not add a cheer program because of the fear of jeopardizing other sports. However, he was informed today that the MAC league is considering changing sports seasons. Mr. Hillis noted the BOE and athletic coordinator will discuss this further at the June meeting.

**Reports/Presentations**

ELA Initiatives Presentation – Mrs. Winn, Mrs. Cirello, Mrs. Emerson and Mrs. Paden presented on literacy initiatives in the primary school. Based on 2022 data, the state average ELA proficiency was 46.6%. In Oxford, 2022 ELA proficiency in 3<sup>rd</sup> grade was 51%, and 4<sup>th</sup> grade was 36%. The group presented on the implementation of a comprehensive and vertically aligned ELA curriculum to include RTI changes, HEGGERTY, and training from BT BOCES and LETRS. Several elementary teachers have attended the LETRS training, which is two sections and 8 sessions for each section. Some of the same teachers attend BT BOCES training. The district plans to offer these trainings to all primary school teachers over the next few years. The team noted students need to have word recognition and language comprehension to reach reading comprehension and shared an activity to understand the many strands of knowledge woven into skilled reading.

**ELA  
Initiatives  
Presentation**

Annual 2023-2024 Budget Hearing Information – Ms. Gramstad shared an updated budget presentation. She reported the state budget is fully funding foundation aid. The proposed Oxford Academy budget remains the same at \$22,909,507 with a 2% increase in the tax levy.

**2023-2024  
Budget  
Hearing Info**

### Leadership Team Updates

Ms. Hover noted the retired teacher luncheon with a presentation from the fabrication lab students was well received. She reported four businesses presented on what they look for in employees (needed skills, advanced opportunities). The HS also held a hiring event that housed 11 businesses looking for employees (sharing resumes, conducting interviews, etc.). The Dunkin' event was great, with 98 students being honored. Ms. Hover and Mr. Collier attended a safety training conducted by the FBI. She recognized Josie Finch and Katie Yates for winning 5 science awards. Upcoming events include teacher and staff appreciation week, trivia night, student recognition night and spirit week.

**HS Update**

Mr. Lehr reported the policy committee continues to review handbook policies. The MS held a music assembly to inform students of employment opportunities in the music industry. The MS career exploration club visited NBT bank to observe what jobs are available and the skills needed. The MS travel club provided another trip to Niagara Falls. The next trip is a visit to the Metlife Stadium. Upcoming events include a semi-formal, Rumble Ponies baseball game, NYS testing, teacher/staff appreciation week, a spring concert and a presentation from a FBI agent. Eighth grade has been chosen to conduct a science field test. WBNG is conducting a spotlight series for teacher appreciation week recognizing Mrs. Crandall. Mr. Lehr congratulated Ms. Rosas on being named NYS Senate Outstanding Librarian.

**MS Update**

Mr. Collier was not able to attend but provided a handout of PS events. Art, Lego and drama club have 200 participating students combined, the math department is looking to update curriculum, and literacy training for teachers is continuing. Upcoming events include a moms and muffins kindergarten event, visits to the Oxford Library, Rogers Center, Rumble Ponies, and Northeast Car Museum, Kids Heart Challenge Fundraiser and signups for the summer reading program.

**PS Update**

### Public Comment

Mrs. Cirello thanked Brian Sheridan for providing chicks and an incubator in her classroom to observe.

**Public Comment**

At 6:46 p.m., Mr. Godfrey 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-5, No-0, Motion carried. Mr. Lehr was invited to attend.

**Executive Session**

At 6:46 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-5, No-0, Motion carried.

**Clerk Pro Tem**

Mr. Emerson made a motion, seconded by Mr. Leach to approve the CSE minutes. Yes-5, No-0, Motioned Carried.

**CSE Minutes**

At 6:57 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**

### Communications

None

### Old Business

None

**New Business**

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

**05-23(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Summer Transportation Contract between Delaware-Chenango-Madison-Otsego BOCES and Oxford Academy & Central School District for July 1, 2023 through August 31, 2023 at a cost of \$4.40 per mile plus driver, tolls, meals and lodging.

**DCMO  
BOCES  
Summer  
Transportation  
Contracts**

**05-23(1) G2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Transportation Contract between Delaware-Chenango-Madison-Otsego BOCES and Oxford Academy & Central School District for September 1, 2023 through June 30, 2024 at a cost of \$4.40 per mile plus driver, tolls, meals and lodging.

**DCMO  
BOCES  
2023-2024  
Transportation  
Contracts**

**05-23(1) G3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the 2023-2024 Board of Education Meeting Schedule as presented.

**2023-24  
BOE Meeting  
Schedule**

**Business Office**

Mr. Emerson made a motion, seconded by Mr. Leach to approve resolutions G4-G7. Yes-5, No-0, Motion carried.

**05-23(1) G4**

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

**Treasurers  
Report**

**05-23(1) G5**

**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 4/11/23 CO257-23 AS-7, 4/6/23 106-23OT Sports Officials and 3/15/23 CC075-23 Credit Memo totaling \$364,384.46.

**DCMO  
BOCES  
Invoices**

**05-23(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 May 16, 2023 budget vote:

**Budget  
Vote  
Inspectors &  
Tellers**

**Holly Cirello  
Susanna Colquitt  
Hope Crawford  
Sandy Dain  
Linda Grant  
Joanne Lawton  
Lori Magrath  
Jennifer Jo Merritt  
Teresa Titus  
Gary Tompkins  
Barbara Tompkins  
Cecy Yerton**

**05-23(1) G7**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby award the bid of professional auditing services to Allied CPAs, PC, 150 State Street, Suite 301A, Rochester, NY 14614 for year ending June 30, 2023 in the amount not to exceed \$17,400.

**Professional  
Auditing  
Services  
Allied CPA**

**Personnel**

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions C1-C10 and C12. Yes-5, No-0, Motion carried.

**PERSONNEL**

**05-23(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for the 2023 Summer Reading and Math Program, per salary noted.

**Summer  
Reading &  
Math  
Program  
Staff**

Teachers \$40 per hour

**Megan Kappauf**

**Renaef Ruff**

**Kate Cirello**

**Leslie Tallmadge**

**Melissa Lawrence**

**Morgan Westbrook**

**Heather Pizza**

**Barbara Ryan-McNitt**

**Joni Eaton**

**Hannah Vincent**

**Liliana Ferreira\***

\*or

Teacher Aides \$35 per hour

**Christine Hinman**

**Chanelle Pecka**

**Katie Blanchard**

**Deborah Copeland**

**David Branham**

**Liliana Ferreira\***

Qualified Personnel to Man First Aid Office \$40 per hour

**Susanna Colquitt**

Office Support \$35 per hour

**Michele Reynolds**

Substitute Teachers \$40 per hour

**Ronda Battista**

**Holly Cirello**

**Molly Winn**

Substitute Teacher Aides \$35 per hour

**Melissa Lashway**

**05-23(1) C2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for the 2023 Summer STEAM Camp Program, per salary noted.

**Summer  
STEAM  
Camp  
Program  
Staff**

Teachers \$40 per hour

**Scott Donahue**

**Shaundra Davis**

**Rebecca Rosas**

Teacher Aides \$35 per hour

**Jeanette Duncel**

05-23(1) C3

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for the 2023 Summer Theatre Camp Program, per salary noted.

Teachers \$40 per hour

**Nate Gross**

**Amy Thorne**

Support Person \$40 per hour

**Melissa Gross**

**Summer  
Theatre  
Camp  
Program  
Staff**

05-23(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, per salary noted.

Teachers \$40 per hour

**Melanie Maroney**

Student Workers \$14.20 per hour

**Patricia Bohannon**

Volunteers (unpaid)

**Elizabeth Ingraham**

**Kassidy Miller**

**Maeve Spence**

**Summer  
Bridge/  
Catalyst  
Program  
Staff**

05-23(1) C5

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the following appointments for 2023 Middle School Summer School, per salary noted.

Teachers \$40 per hour

**James Bohannon**

**Katie Kappauf**

**Haley DeJager**

**MS Summer  
School Staff**

05-23(1) C6

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Misty Golden** in the subject tenure area of Mathematics Education, **PENDING TEACHER CERTIFICATION**, probationary period effective September 1, 2023, probationary period to end September 1, 2027. (Vice: J. Moore)

**Mathematics  
Teacher  
M. Golden**

05-23(1) C7

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Jessica Ellis** in the subject tenure area of Mathematics Education, **PENDING TEACHER CERTIFICATION**, probationary period effective September 1, 2023, probationary period to end September 1, 2027. (Vice: K. Constantine)

**Mathematics  
Teacher  
J. Ellis**

05-23(1) C8

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Maureen Biviano** in the subject tenure area of Elementary Education, **PENDING TEACHER CERTIFICATION**, probationary period effective September 1, 2023, probationary period to end September 1, 2027. (Vice: R. Smith)

**Elementary  
Teacher  
M. Biviano**

**05-23(1) C9**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Colin Davis** in the subject tenure area of Elementary Education, *PENDING TEACHER CERTIFICATION*, probationary period effective September 1, 2023, probationary period to end September 1, 2027. (Vice: P. Moore)

**Elementary  
Teacher  
C. Davis**

**05-23(1) C10**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Kylie Marvin** in the subject tenure area of Elementary Education, *PENDING TEACHER CERTIFICATION*, probationary period effective September 1, 2023, probationary period to end September 1, 2027. (Vice: J. Chawgo)

**Elementary  
Teacher  
K. Marvin**

**05-23(1) C12**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Mallory Collier** in the subject tenure area of Elementary Education, *PENDING TEACHER CERTIFICATION*, probationary period effective September 1, 2023, probationary period to end September 1, 2027. (Vice: J. Champlin)

**Elementary  
Teacher  
M. Collier**

**Planning**

Mrs. Gates noted the following reminders.

- May 16 – School Budget Vote, HS Media Center, Noon – 8 pm
- May 18 – District Art Show at 6 OTS
- May 23 – MS & HS Spring Concert & Art Show, OAPAA, 6 pm
- May 25 – ½ day of school
- May 26 – No School (give back snow day)
- May 29 – No School, Memorial Day
- June 1-3 – Sherburne Pageant of Bands
- June 2 – 3-4 Grade Musical, 8:30 am
- June 5 – BOE Meeting, MS Conference Room, 6 pm

**Reminders**

**Public Comment**

Mrs. Johnson stated FFA will hold a plant sale during the school district vote on May 16. Mr. Sheridan introduced himself as a write-in school board member candidate, stating he wants to give back to his community.

**Public  
Comment**

**BOE Member Comments/Concerns**

Mr. Leach offered thanks to the volunteer poll works helping man the school district vote. Mr. Godfrey thanked Mrs. Johnson and her class for helping wrap trees for Arbor Day. He noted Arbor Day in the Village of Oxford was another success.

Mrs. Gates complemented the literacy training presentation.

Mrs. Locke enjoyed the CCSBA spring dinner and spoke about the presentation on roles and responsibilities of the BOE and self-evaluation. Copies of the presentation will be shared with all BOE members.

**BOE  
Member  
Comments/  
Concerns**

At 7:08 p.m., Mr. Godfrey made a motion, seconded by Mrs. Locke 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. Emerson made a motion, seconded by Mr. Leach to appoint Mr. Hillis Clerk Pro Tem. Yes-5, No-0, Motion carried.

**Clerk Pro  
Tem**

At 8:27 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, Mrs. Locke made a motion, seconded by Mr. Godfrey to adjourn. Yes-5, No-0, Motion carried.

Meeting adjourned at 8:31 p.m.

**Meeting  
Adjourned**



Michele D. Rice  
District Clerk