

Oxford Academy & Central School Board of Education
Regular Meeting
November 6, 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: 12.8 December 1 – ½ day of instruction, 12.9 December 1-2 – Clyde Cole Wrestling Tournament, 12.10 December 4 – ½ day of instruction
Deletions: None

**Additions
Deletions**

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, Courtney Emerson, Adam Francis, Peter Heggie, Jr., Holly Abbott, Jeanne Marshman, Jason Mayauska

Visitors

Approve Minutes

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve the meeting minutes of October 2, 2023. Yes-5, No-0, Motion carried.

Minutes

Reports/Presentations

External Audit – Allied CPA’s PC – Mr. Jason Mayauska shared a summary of the financial statements for the 2022-2023 independent audit. The district received an unqualified (clean) opinion on all financial statements. He stated the unfunded balance is over the 4% allowable amount, however, there’s no areas of concern and no need for any correction action plan. The Board thanked Mr. Mayauska for his report on the audit. Dr. Dougherty shared a PowerPoint on internal and external audits.

**External
Audit**

Leadership Team Updates

2022-2023 State Testing Results – Mr. Collier reported on 3rd and 4th grade ELA and math scores. Third grade was 18% proficient in ELA and 25% in math; fourth grade was 28% proficient in ELA, 43% in math. (NYS scores are not yet available for comparison.) Mr. Collier noted all testing will be computer based next year.

**2022-2023
State Testing
Results**

Mr. Lehr reported on 5-8 ELA and math scores. Fifth grade was 33% proficient in ELA, 24% in math; sixth grade was 36% in ELA, 51% in math, seventh grade was 26% in ELA, 49% in math; eighth grade was 56% in ELA, 41% in math.

Ms. Hover shared the following June Regents data: 90.7% of students that took the ELA exam passed, 76.0% passed Global Studies II, 92.7% passed US History & Government, 81.6% passed Physical Setting-Earth Science, 77.4% passed Biology, 71.4% passed Chemistry, 100% passed Physics, 93.5% passed Algebra I, 81.3% passed Geometry, and 73.7% passed Algebra II/Trigonometry. Ms. Hover reported the 2022-2023 graduation rate was 92.3%.

Superintendent’s Report

Dr. Dougherty shared the agenda for Senator Oberacker’s visit on November 13. He also shared a document outlining the process for emergency closings (snow delays/closings).

**Superintendent
Updates**

The school has collected 80% of the total tax levy. Dr. Dougherty noted the requirement of switching to electric buses is moving forward with every NY State school district having their first electric bus by 2027 and fleets completed to all electric buses by 2032. The district has contacted Cornice Technology to undertake an electric bus fleet energy usage study. New Leaf Energy intends to undertake a solar project to be located in McDonough. Solar projects are tax exempt for up to 15 years but the district retains the right to enter into a Payment in Lieu of Taxes (PILOT) agreement, and the district has begun the process for this. The county offers districts the option of changing their senior citizen income levels for tax exemptions. The current range that has been in effect for 20+ years is \$11,000-\$16,000. The recommendation is to remain as is. Also, the Board can decided on a reduction in taxes for volunteer firefighters and EMS first responders. The recommendation is to approve this exemption to reward community service. These topics may be reviewed again in December. Dr. Dougherty shared a threat assessment model and referenced utilizing it during the state-wide bomb scare in October. Officer Francis and School Resource Officer Heggie shared their thoughts on the model and the assessment of that particular event. Dr. Dougherty will present his Integrated Career Readiness Model to Commerce Chenango on November 16 to superintendents and business owners. This model focuses on career readiness, social awareness and civic engagement. He will also include an overview of STEAM activities at Oxford Academy and the Route 12 Corridor STEAM Ecosystem. Dr. Dougherty shared a survey he will present to seniors about their educational experience at Oxford Academy. This year's fall play will be *Game of Tiaras*, performed on December 8 and 9. Dr. Dougherty received a request to remove small trees on school property that are obstructing a homeowner's view on Grays Heights Road. Dr. Dougherty has met with the property owner and is aware of the trees in question. He is suggesting, if insurance allows, district employees remove the trees.

Public Comment

Mrs. Marshman noted students are walking across the railing of the bridge at dismissal. She also requested that bus drivers be notified that the main light in Oxford heading south has two lights. The far one turns green while the other stays red. Unfamiliar motorists advance because of the green light. Several people have complained but it's a state issue. Officer Francis stated the state is aware of the concern but has not corrected it. Mrs. Marshman also thanked the BOE for supporting the Ag team and teacher/advisor.

Mrs. Cirello asked that the senior tax exemption be explained again. She thought the district would entertain an increase since it has remained the same for the past 20 years. Ms. Gramstad noted adjusted gross income, age and other variables are considered.

**Public
Comment**

At 7:10 p.m., Mr. Emerson made a motion, seconded by Mr. Leach 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 7:10 p.m., Ms. Hover and Mr. Collier were excused.

Excused

Mr. Emerson made a motion, seconded by Mr. Leach to appoint Dr. Dougherty 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 7:13 p.m., Mr. Lehr was excused.

Excused

At 7:13 p.m., Mr. Godfrey made a motion, seconded by Mr. Emerson to come out of executive session. Yes-5, No-0, Motion carried.

**Come out of
Executive
Session**

Communications

The Board acknowledged a communication from Ms. Meringola.

Old Business

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

11-23(1) G1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the District Code of Conduct and Summary as presented.

**Code of
Conduct**

11-23(1) G2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the District Safety Plan as presented.

**District
Safety Plan**

11-23(1) G3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Parochial School Transportation requests for the following students for the 2023-2024 school year:

**Parochial
School
Transportation**

Holy Family

Bella Gager, retroactive to October 4, 2023

New Business

None

Business Office

Warrants were provided for information only.

Warrants

Mr. Godfrey made a motion, seconded by Mr. Sheridan to approve resolutions G4-G9. Yes-5, No-0, Motion carried.

11-23(1) G4

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 September 2023.

**Internal
Claims
Auditor
Report**

11-23(1) G5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurers Report for September 2023 as given.

**Treasurers
Report**

11-23(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**

September 2023 \$49,156.97

11-23(1) G7

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 C0046-24 Contract Invoice, CC011-24 Contract Credit Memo, 849-24A Print Shop Services July 2023, and 013-24OT Sports Officials Warrant 10/6/23 totaling \$400,681.46.

**BOCES
Invoices**

11-23(1) G8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept the Independent Audit of Allied CPA's PC, for the 2022-2023 school year of the Oxford Academy and Central School District as given.

**Independent
Audit
Allied CPA
PC**

11-23(1) G9

BE IT RESOLVED: Upon the recommendation of legal counsel, that this Board does hereby appoint Dominic D’Imperio, Esq., to serve as Decision Maker regarding a pending Title IX complaint, at the hourly rate of \$150.

**Title IX
Decision
Maker**

Personnel

Mr. Emerson made a motion, seconded by Mr. Sheridan to approve resolutions C1-C7 and UC1-UC3. Yes-5, No-0, Motion carried.

11-23(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Kylie Marvin’s** request for a leave of absence to begin approximately November 25, 2023, with an anticipated return date of January 29, 2024, from her position of Elementary Teacher.

**Leave of
Absence
K. Marvin**

11-23(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Morgan Westbrook’s** request for a leave of absence to begin retroactive from September 27, 2023, with an anticipated return date in April 2024, from her position of Elementary Teacher.

**Leave of
Absence
M. Westbrook**

11-23(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Christopher Rovente’s** letter of resignation from his position of English Department co-chair, retroactive to October 6, 2023.

**Department
Chair
Resignation
C. Rovente**

11-23(1) C4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **James Bohannon’s** letter of resignation from his position of English Department co-chair, retroactive to October 23, 2023.

**Department
Chair
Resignation
J. Bohannon**

11-23(1) C5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the appointment of the following Mentors for the 2023-2024 school year, \$600.00 stipend per semester:

Mentors

Teacher	Teaching Assignment	Mentor	Semesters
Sarah Leach	Elementary	Bonnie Emerson	1 st and 2 nd

11-23(1) C6

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 2023-2024 school year.

**Substitute
Teachers**

- Jillian Finch** - Uncertified
- Kathleen Hodge** - Certified
- Caitlyn Quigley** - Uncertified
- Elizabeth Stewart** - Uncertified
- Lois VanWagner** - Uncertified

11-23(1) C7

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

**Winter
Coaches**

SPORT

Boys Varsity Basketball Volunteer Assistant
Girls Varsity/JV Basketball Volunteer Assistant

COACH

Jason Davis
Jason Finch

**PT School
Monitor
Resignation
A. VanDeusen**

11-23(1) UC1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge **Audrey VanDeusen’s** letter of resignation from her position of Part-time School Monitor, retroactive to October 26, 2023.

11-23(1) UC2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Kimberly Miller** to the position of part-time School Monitor subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, retroactive to October 27, 2023. (Vice: A. VanDeusen)

**PT School
Monitor
K. Miller**

11-23(1) UC3

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 2023-2024 school year.

**Substitute
Support
Staff**

- | | | |
|------------------------|---|-----------------------------------|
| Judith Dilfer | - | Food Service Helper PT Substitute |
| Jillian Finch | - | Teacher Aide PT Substitute |
| Caitlyn Quigley | - | Teacher Aide PT Substitute |
| Ashley Winter | - | Teacher Aide PT Substitute |

Planning

Mrs. Gates noted the following reminders.

- November 8 – National Honor Society Induction, 6 pm, OAPAA
- November 10 – No School – Veterans Day (Offices Closed)
- November 13 – Senator Oberacker District Visit – 10 am-noon
- November 17-18 - NYSSMA Zone 8 Area All State @ Walton CSD
- November 22-24 – Thanksgiving Recess (offices closed 11/23 & 11/24)
- November 29 – Financial Aid Night, 6 pm, HS Auditorium
- December 1 - ½ Day of Instruction – Parent/Teacher Conferences
- December 1-2 – Clyde Cole Wrestling Tournament
- December 4 – ½ Day of Instruction – Parent/Teacher Conferences
- December 4 – Regular BOE Meeting, 6 pm, MS Conference Room

Reminders

Public Comment

Mr. Rogers noted he was part of the high school discipline committee that made recommended changes to the Code of Conduct and wondered where that stood. It was noted that the changes were addressed with the school attorney and the district proceeded with the advice from the attorney.

**Public
Comment**

BOE Member Comments/Concerns

None

At 7:35 p.m., Mr. Emerson made a motion, seconded by Mr. Sheridan to adjourn to allow for an exempt session. Yes-5, No-0, Motion carried.

**Meeting
Adjourned for
Exempt
Session**

Meeting adjourned at 7:35 p.m.

At 8:35 p.m., Mrs. Gates called the meeting to order.

**Executive
Session**

At 8:36 p.m., Mr. Emerson made a motion, seconded by Mr. Sheridan 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.

**Clerk Pro
Tem**

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

**Come out of
Executive
Session**

At 9:00 p.m., Mr. Emerson made a motion, seconded by Mr. Leach to come out of executive session.

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

**Meeting
Adjourned**

Meeting adjourned at 10:45 p.m.



Michele D. Rice
District Clerk