

**Oxford Academy & Central School Board of Education
Regular Meeting
November 7, 2022**

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: 2.1 HS Multi-cultural Club, Approve 2017 Dell Computers, 2018 iPads, and 2019 Chromebooks as surplus

**Additions/
Deletions**

Deletions: 11.12 Appoint Full-time Teacher Aide

Present were Trustees: Julie Gates, Betsy Locke, Nathaniel Emerson and Matthew Leach.
(*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

Gregory Lehr

Primary School Principal

Brian Collier

Visitors

Holly Cirello, Jonathan Rogers, Sarah Palmer, Alis Vincent, Sara Locke, Christine Long, Chris Rovente, Annick Donahue, Judy Moore, Molly Winn, Jessica Pinney, Melanie Maroney, Teresa Shattuck, Renee Johnson, Margo Barrows, Judy Moore, Scott Donahue, Clayton Kappauf, Elizabeth Vincent, Gabby Palmer

Visitors

Approve Minutes

Mr. Leach made a motion, seconded by Mr. Emerson to approve the meeting minutes of October 3, October 17 and October 28, 2022. Yes-4, No-0, Motion carried.

**HS Multi-
cultural Club**

Reports/Presentations

HS Multi-cultural Club – Mrs. Palmer noted she has been acting as a multi-cultural club advisor in the high school because of student interest and it is not convenient for students to go to the middle school. She proposed approving a high school multi-cultural club advisor position.

Mr. Emerson made a motion, seconded by Mr. Leach to approve resolutions G05 – G06. Yes-4, No-0, Motion carried.

11-22(1) G05

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve creating a stipend position of High School Multi-cultural Club Advisor for the 2022-2023 school year.

**Create
HS Multi-
cultural Club
Position**

11-22(1) G06

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the appointment of **Sarah Palmer** as High School Multi-cultural Club Advisor for the 2022-2023 school year at a stipend of \$1,761.00.

**HS Multi-
cultural Club
Advisor
S. Palmer**

Department Chairs Status Report – Department chairs presented on their accomplishments, problem areas and future plans in their instructional category and level. Key topics included aligning curriculum, shared vocabulary, seal of biliteracy, career paths, STEAM and analyzing data. The BOE thanked them for their accomplishments.

**Department
Chairs Status
Report**

FFA Grow NY Contest – Students Elizabeth Vincent and Gabby Palmer presented on the FFA Grow NY conference in Syracuse November 15-16, 2022.

**FFA Grow
NY Contest**

Mrs. Johnson noted Elizabeth and Gabby were two of eight NYS students selected to participate. Each student will have five minutes to pitch their idea to investors. Elizabeth will share her idea of selling milk and Gabby will share her idea of selling various types of mushrooms. The BOE gave consensus for the trip.

Leadership Team Updates

Mr. Collier reported primary school students enjoyed fire prevention week, sang at a Binghamton Blackbears game, and enjoyed a Halloween parade. He noted an instructional coach from HMH presented to faculty. The coach will be returning and will also provide eight instructional coaching sessions. The primary school held its first Friday finale which will continue to occur monthly. Students will recognize Veterans by making cards this year with hopes of in-person recognition next year. The playground is almost complete. UPK is planning their Thanksgiving Feast and Cornell Cooperative Extension will be providing monthly lessons to older students.

PS Update

Mr. Lehr reported the 7th and 8th grade students took a trip to Albany touring the Capitol building. He said the students were engaged and well behaved. A 5-8 grade Halloween dance was well attended. Professional development is occurring and teachers and students are embracing the enrichment period. Opportunities include advanced ELA skills, cursive writing, reading groups, an art elective and basic skills, along with students making up work.

MS Update

Ms. Hover reported a member of the traffic safety board presented to seniors about the risks of alcohol. The high school held a science night and 10th graders went to BOCES for a career connections day. National Honor Society inductions are Wednesday. Ms. Hover announced Joni Eaton was awarded New York State Art Teacher of the year and congratulated the varsity volleyball team on their successful season.

HS Update

Public Comment

None

Superintendent's Report

Capital Project – Mr. Hillis reported the primary school playground should be finished by the end of this week. The auditorium will hopefully be completed this summer. A building condition survey will be conducted this summer which may indicate the necessity for another capital project. Ms. Gramstad will communicate with Fiscal Advisors on district debt updates. Mr. Hillis reported, after 2026, NYS schools will only be allowed to purchase electric school buses. He talked about solar panels and possible locations for them on school grounds.

Capital Project

At 6:58 p.m., Mr. Leach 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-4, No-0, Motion carried. Mr. Lehr was invited to attend.

Executive Session

At 6:58 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-4, No-0, Motion carried.

Clerk Pro Tem

Mr. Emerson made a motion, seconded by Mr. Leach to approve the CSE minutes. Yes-4, No-0, Motioned Carried.

CSE Minutes

At 7:23 p.m., Mr. Lehr was excused.

Excused

At 7:23 p.m., Mr. Emerson made a motion, seconded by Mr. Leach to come out of executive session. Yes-4, No-0, Motion carried.

Come out of Executive Session

Communications

None

Old Business

None

New Business

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

11-22(1) G1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve **Sherry Snow** as an Oxford Academy Volunteer to work in the Middle School.

Volunteer

Business Office

Warrants were provided for information only.

Mr. Emerson made a motion, seconded by Mr. Leach to approve resolutions G2 – G9. Yes-4, No-0, Motion carried.

11-22(1) G2

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 2022.

**Internal
Claims
Auditor
Report**

11-22(1) G3

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 2022 \$50,681.72

11-22(1) G4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledged and approve the corrective action plan from the 2021-2022 external audit pertaining to the unassigned fund balance.

**Corrective
Action Plan
Fund
Balance**

11-22(1) G5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledged and approve the corrective action plan from the 2021-2022 external audit pertaining to the extracurricular activity funds.

**Corrective
Action Plan
Extracurricular
Activity**

11-22(1) G6

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

**Treasurers
Report**

11-22(1) G7

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

**Treasurers
Report**

11-22(1) G8

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 October Contract Billing C0045-23 and Credit memo CC010-23 totaling \$336,569.78.

**BOCES
Invoices**

11-22(1) G9

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools and Board of Education Recommended Policy #8 Disposal of District Property, that this Board does hereby approve the disposal of the following surplus equipment: 2017 Dell Desktop Computers, 2018 iPads, and 2019 Chromebooks in such a way as to maximize the net proceeds of sale via public auction and/or eBay, dispose of and/or recycle.

BE IT FURTHER RESOLVED: All proceeds from the sale(s) will be deposited in the General Fund.

**Surplus
Equipment
Computers,
iPads,
Chromebooks**

Personnel

Mr. Emerson made a motion, seconded by Mr. Leach to approve resolutions C1 – UC4, Yes-4, No-0, Motion carried.

11-22(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Ruth Smith’s** letter of intent to retire from her position of Elementary Teacher, retroactive to October 27, 2022.

**Elementary
Teacher
Resignation
R. Smith**

11-22(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby amend a portion of Resolution 07-22(1) C14 from the July 11, 2022 meeting minutes for the 2022-2023 school year as follows:

**Amend
Resolution
07-22(1) C14**

Vocal Director	Sarah Leach	\$2,043.00
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11-22(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the daily compensation rate of \$500.00 per day to be paid to **Debra Kurtz** for planning and performing the administrative duties of Interim High School Principal, effective November 8, 2022 through a day not yet determined.

**Interim HS
Principal
D. Kurtz**

11-22(1) C4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of the following Substitute Teachers for the 2022-2023 school year.

**Substitute
Teachers**

Patricia Bohannon	-	Uncertified, <i>pending fingerprint clearance</i>
Savia Boyer	-	Uncertified
Hailey Branham	-	Uncertified
Haley DeJager	-	Uncertified, <i>pending fingerprint clearance</i>
Susan Frye	-	Uncertified
Calee Sanford	-	Uncertified
Judy Schwager	-	Uncertified, <i>pending fingerprint clearance</i>
Marianna Spence	-	Uncertified

11-22(1) C5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Matthew Dorman’s** request to extend his paternity leave of absence from October 7, 2022 through October 28, 2022, from his position of Math Education Teacher.

**Extend
Leave of
Absence
M. Dorman**

11-22(1) C6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending the Long-term Substitute description/compensation, effective immediately, as follows:

**Amend
LT
Substitute
Pay**

Long-term Substitutes

- Retired Teacher \$225.00 per day
- Certified/Non-Certified \$195.00 per day

Long-term substitutes will plan and perform the duties of a certified teacher for a minimum of 30 consecutive business days in the same position. The compensation rate will not begin until the long-term substitute begins the duties and takes full control of the classroom. (The regular substitute teacher pay will apply while working with the certified teacher, preparing for his/her leave, to avoid overlapping of pay/service.) No retro pays will be issued for substitutes hired daily that surpass 30 days in the same position but will be issued long-term substitute pay when they hit 31 days.

11-22(1) C7

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Robin Wonka** as Guidance Counselor in the special subject tenure area of School Counselor, Provisional Certification, retroactive to November 6, 2019, probationary period to end November 6, 2023, base salary \$54,565. (Vice: A. Ayers)

**Guidance
Counselor
R. Wonka**

11-22(1) C8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Mia Quatrone** in the special subject tenure area of Music Education, Initial (Reissuance) Certification, retroactive to September 1, 2022, probationary period to end September 1, 2026, base salary \$49,000, prorated to \$37,975 November 7, 2022. (Vice: J. Federowicz)

**Music
Teacher
M. Quatrone**

11-22(1) C9

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 2022-2023 school year, pending coaching certification requirements, stipend as per Oxford Teachers' Association Agreement.

**Winter
Coaches**

SPORT

Modified Volleyball
Indoor Track Volunteer

COACH

**Megan Kappauf
Irene DeJager**

11-22(1) UC1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby create two fulltime positions of Teacher Aide, effective November 8, 2022.

**Create FT
Teacher Aide
Positions**

11-22(1) UC2

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 2022-2023 school year.

**Support Staff
Substitutes**

Amanda Perry – Custodial Worker PT Sub
Judith Struble – Bus Driver PT Sub

11-22(1) UC4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve increasing the hours of one part-time teacher aide position, currently held by **Melanie Tumminia**, to a full-time teacher aide position, effective November 8, 2022.

**Increase PT
to FT
Teacher Aide
Position
M.
Tumminia**

Planning

Mrs. Gates noted the following reminders.

- November 9 – National Honor Society Inductions, 6 pm, OAPAA
- November 11 – No School/Offices Closed, Veterans Day
- November 18-19 – Area All-State Music Festival at Walton CSD
- November 23 – ½ Day of Instruction
- November 24 & 25 – No School/Offices Closed, Thanksgiving Recess
- December 2 & 5 – ½ Day of Instruction for PS/MS – Parent/Teacher Conference
- December 5 – Board of Education Meeting, 6 pm, MS Conference Room

Reminders

Public Comment

Mrs. Cirello talked about solar panels and recommended contacting someone at the county level because of zoning laws and concerns about their disposal.

Public Comment

Mr. Rogers complimented the play and noted participants had a blast. He shared his concern with teachers and substitutes giving up their planning periods to cover other classes.

BOE Member Comments/Concerns

BOE Member Comments/Concerns

Mr. Leach offered kudos for taking students to Albany. He also reminded everyone to vote.

Mr. Hillis requested an executive session for particular personnel.

At 7:40 p.m., Mr. Emerson made a motion, seconded by Mr. Leach 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

Mr. Emerson made a motion, seconded by Mr. Leach to appoint Mr. Hillis Clerk Pro Tem. Yes-4, No-0, Motion carried

Clerk Pro Tem

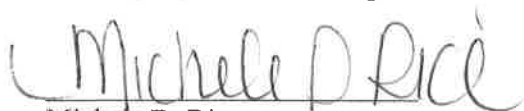
At 7:48 p.m., Mr. Leach made a motion, seconded by Mr. Emerson to come out of executive session.

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-4, No-0, Motion carried.

Meeting Adjourned

Meeting adjourned at 7:49 p.m.



Michele D. Rice
District Clerk