

Oxford Academy & Central School Board of Education
Regular Meeting
October 3, 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: 9.3 Approve 2022-2023 Varsity Wrestling Team Merger with Greene Central School District, 9.4 Approve 2022-2023 Bowling Team Merger with Greene Central School District, 9.5 Approve Volunteer, 11.5 Approve Winter Coaches, 11.6 Approve HS Yearbook Advisor, Executive Session for Particular Personnel
Deletions: 5.2 Professional Development

**Additions/
Deletions**

Present were Trustees: Julie Gates, John Godfrey, Betsy Locke and Matthew Leach.
(*Nathaniel Emerson was unable to attend.*)

Present

Superintendent

John Hillis

School Business Manager

Erin Gramstad

High School Principal

Dawn Hover

Middle School Principal

Gregory Lehr

Primary School Principal

Brian Collier

Visitors

Visitors

Renee Johnson, Jonathan Rogers, Stephanie Vargas, Holly Cirello

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

Approve Minutes

Mrs. Locke made a motion, seconded by Mr. Leach to approve the meeting minutes of August 29, 2022. Yes-4, No-0, Motion carried.

**Meeting
Minutes**

Mrs. Locke made a motion, seconded by Mr. Godfrey to approve the meeting minutes of September 6, 2022. Yes-4, No-0, Motion carried.

Reports/Presentations

FFA Presentation – Summer Fun/Overnight National FFA Band Trip – Mrs. Johnson reported taking 22 students to Camp Oswegatchie. All had an enjoyable time and were thankful for the amount of support they received. FFA members also attended the State Fair over the summer. She congratulated Stephanie Vargas for being accepted into the National FFA Band and requested permission for Stephanie and her to attend the event in Indianapolis, Indiana October 22 – 29. Consensus of the BOE was in favor.

**FFA
Presentation**

Insero & Co., External Audit Report – Insero & Co., LLP shared a summary of the financial statements for the 2021-2022 independent audit. They revealed an unqualified (clean) opinion on all financial statements. One finding was the unfunded balance being over the 4% allowable amount. They reported a qualified opinion due to the accounting controls and procedures of extracurricular accounts. The Board thanked Insero & Co for their presentation.

**Insero & Co.
External
Audit Report**

2021-2022 PS & MS Test Scores – Mr. Collier reported on 3rd and 4th grade ELA and math scores, along with 4th grade science scores. Third grade was 46% proficient in ELA and 43% in math; fourth grade was 25% proficient in ELA, 22% in math and 73% in science. (Regional scores are not yet available for comparison.) Mr. Lehr reported on 5-8 ELA and math scores. Fifth grade was 23% proficient in ELA, 16% in math; sixth grade was 40% in ELA,

**PS & MS
Test Scores**

36% in math, seventh grade was 46% in ELA, 21% in math; eighth grade was 39% in ELA, 36% in math. Mr. Lehr noted department chairs and summer work has been finding gaps and keeping people on task with aligning curriculum. He feels it is the best curriculum work he has seen since employed at Oxford Academy. Mr. Collier added the department chairs can look at specific strategies and pinpoint areas of concern. Regional data will help to compare our student scores to those in the area.

HS Building Growth Initiatives – Ms. Hover reported the 2022 graduation rate was 88.2% (it was 90% but decreased due to a late enrollment of a foster child). She reported on building goals which include exposing students to a variety of college and career options, continuing to create a positive school community and culture, and improving student attendance and academic performance. These will be met by planning college visits, inviting professionals to share their experiences, celebrating student achievements, promoting school pride, newsletters/displays on important information and dates, and creating incentives to encourage good attendance, etc.

HS Building Growth Initiatives

Leadership Team Updates

Mr. Collier reported the PS held a meet and greet event, kindergarten students visited an apple orchard, UPK had a visit from Johnny Appleseed, STEAM is going well and RTI will be at every grade level. The snack program is working well with 2800 snacks already distributed this year. Open house is Thursday, staff development day is Friday with an instructional coach presenting from HMH. Upcoming events include fire prevention week, bus safety week and a Halloween parade. Mr. Collier reported meeting with teachers and adjusting to meet their needs/suggestions.

PS Update

Mr. Lehr reported the MS is fully staffed. The MS conducted an advisory meeting, and had a well-attended student dance. Parents of chronically absent students are communicating better due to phone calls from the nurse and Mr. Lehr. Fifth graders are enjoying the snack program, ELA classes are visiting the public library and Mr. Lehr and some teachers will be visiting a farm in Cortland to learn about agriculture in the classroom.

MS Update

Ms. Hover reported attending a recent ecosystem meeting. She noted 9 students are working in the PS, 2 are working in the community and 18 senior meetings have occurred researching work experience/internship opportunities. Upcoming events include a financial aid night, field trips to colleges, and homecoming events. Also, the annual book study with new staff will begin.

HS Update

Superintendent's Report

Ecosystem – Mr. Hillis reported two tasks were developed at the last regional ecosystem meeting. One is to hold a teacher orientation with businesses to review what skills are needed (soft skills, etc.). The second is to schedule a large regional career fair for students. Updates will be provided as they occur.

Ecosystem Update

Audits – Mr. Hillis reported the district is currently undergoing four audits that are all going well. The Comptrollers audit will be focusing on procurements.

Audits

Projects – Mr. Hillis reported the energy performance project is progressing well. Building envelope work is complete at all buildings. LED light installation is being completed and some new transformers have arrived and will be completed during a school break. The new MS boiler is waiting submittal approval and the HS kitchen controls work will begin in October. The capital project update included 4 of the 6 basketball hoops at the MS have been installed, MS pole lights are scheduled for a February delivery, and correction of the 4 square lines at the MS are being resolved.

Projects

New Schedule – Mr. Hillis reported he continues to meet with teacher teams to work out the concerns/issues. The HMH program has caused some concern trying to figure out what can be covered in a day. Some teachers are stressed and overwhelmed which usually happens with a new program and the implementation of a new schedule. The district continues to problem-solve the issues. It was noted that the dismissal/bus driver piece was challenging at first and continues to be monitored for improvements.

New Schedule

At 7:13 p.m., Mrs. Locke 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-4, No-0, Motion carried. Mr. Lehr was invited to attend.

Executive Session

At 7:13 p.m., Ms. Hover and Mr. Collier were excused.

Excused

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

CSE Minutes

At 7:30 p.m., Mr. Lehr was excused.

Excused

At 7:30 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey to come out of executive session. Yes-4, No-0, Motion carried.

Come out of Executive Session

Public Comment

Mrs. Cirello noted she's part of the mentoring committee and noted the committee wants to do more for new teachers.

Public Comment

Communications

None

Old Business

None

New Business

Mr. Godfrey made a motion, seconded by Mrs. Locke to approve resolutions G1-G4.3. Yes-4, No-0, Motion carried.

10-22(1) G1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept the Independent Audit of Insero & Co., LLP Certified Public Accountants for the 2021-2022 school year of the Oxford Academy and Central School District as given.

External Audit Report

10-22(1) G2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Primary School, Middle School and High School Building Growth Initiatives for the 2022-2023 school year as presented.

Building Growth Initiatives

10-22(1) G3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve payment for services offered, to those whom qualify, during sporting events, including but not limited to, ticket taking, score keeping and/or crowd control, for the 2022-2023 school year to the following individuals:

Ticket Takers

Margo Barrows
Hope Crawford
Timothy Davis
Joni Eaton
Katherine Kappauf
Ann Loomis
Kimberly Murrer
Christopher Rovente
Rachel Seiler
Kelly Stark-Spence

Michael Beckwith
Booker Davis
Irene DeJager
Corey Endress
Megan Kappauf
James (Woody) Loomis
Denelle Northup
Kathleen Ryan
Robert Shimer
Brandon Stoddard

Katie Blanchard
Jason Davis
Luke DeJager
Christine Hinman
John Knapp
Kimberly Marshman
Christopher Palmer
Brenda Seiler
Terry Simpson
Todd Tefft

Susanna Colquitt
Jennifer Davis
Matt Dorman
Renee Johnson
Kaitlyn Korver
Judith Moore
Michele Rice
Ken Seiler
Troy Smith
Theresa Woodford

10-22(1) G4

BE IT RESOLVED: Board Resolution to Opt Out of Real Property Tax 487

Exemption:

Upon the recommendation of the School District’s attorneys, and having had an opportunity to discuss the situation regarding whether to exempt from local school property taxation certain wind, solar, and other applicable energy systems:

RESOLVED: that no exemption from school district taxes under Real Property Tax Law 487 shall be applicable with respect to any solar, wind, or other current or future otherwise qualifying systems as defined by Real Property Tax law 487, as of the effective date of this resolution, and further

RESOLVED: that a copy of this resolution shall be filed with the President of NYSERDA and the Commissioner of the New York State Department of Taxation and Finance in accordance with the law.

**Real
Property Tax
4878 Opt Out**

10-22(1) G4.1

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 wrestling for the 2022-2023 season.

**Wrestling
Merger**

10-22(1) G4.2

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 bowling for the 2022-2023 season.

**Bowling
Merger**

10-22(1) G4.3

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

Volunteer

Business Office

Warrants were provided for information only.

Warrants

Mrs. Locke made a motion, seconded by Mr. Leach to approve resolutions G5 – G9. Yes-4, No-0, Motion carried.

10-22(1) G5

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 August 2022.

**Internal
Claims
Auditor
Report**

10-22(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**

July 2022 \$49,784.46

10-22(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**

August 2022 \$49,784.46

10-22(1) G8

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept the Oxford Teacher’s Association Contract Agreement as presented effective July 1, 2022 through June 30, 2026.

**OTA
Agreement**

10-22(1) G9

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 594-23A – Universal Waste and C0011-23 September Contract Billing totaling \$367,054.20.

**BOCES
Invoices**

Personnel

Mr. Godfrey made a motion, seconded by Mrs. Locke to approve resolutions C1 – UC3. Yes-4, No-0, Motion carried.

10-22(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending Resolution **09-22(1) C1** from the September 6, 2022 meeting as follows: the appointment of **Deidra Bigelow** in the tenure area of Science Education, Permanent Certification, probationary period retroactive to October 3, 2022, probationary period to end October 3, 2025, base salary \$62,750, prorated to \$56,475. (Vice: E. Powers-Leech)

**Amend
Resolution
09-22(1) C1
Science
Teacher
D. Bigelow**

10-22(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Irene DeJager’s** letter of resignation from her advisory position of Freshman Class Advisor, effective September 6, 2022.

**Freshman
Class
Advisor
Resignation
I. DeJager**

10-22(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the advisor appointments for the 2022-2023 school year as follows:

**Freshman
Class
Advisor
J. Carey**

Freshman Class Advisor **Jodi Carey** \$1,898.00

10-22(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**

Carol Oralls - Uncertified
Jessica Henninge - Uncertified

10-22(1) C5

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

Boys Varsity Basketball
Boys JV Basketball
Modified 8th Grade Boys Basketball
Modified 7th Grade Boys Basketball
Girls Varsity Basketball
Girls JV Basketball

COACH

Booker Davis
Ronald Smith
Ed Holmquist
Matthew Dowling
Chris Palmer
Margo Barrows

Girls 8th Grade Basketball
Girls 7th Grade Basketball
Varsity Wrestling
Bowling
Indoor Track
Modified Volleyball
Modified Wrestling

Ed Holmquist
Matthew Dowling
Craig Tefft
Frank Ross
Shannon Gawronski
Renee Johnson
Greg Lehr

10-22(1) C6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the advisor appointments for the 2022-2023 school year as follows:

**Extracurricular
Activities
Advisors**

High School Yearbook Advisors **Christine Long & Kimberly Murrer** \$1,624.50 each

10-22(1) UC1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the revised contact of Head Bus Driver, Clifton Ketchum, Jr., as presented.

**Revised
Head Bus
Driver
Contract
C. Ketchum**

10-22(1) UC2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve **Teresa Morley** as District Registrar for the 2022-2023 school year, effective immediately, at a stipend of \$2,500.00.

**District
Registrar
T. Morley**

10-22(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 2022-2023 school year.

**Substitute
Support
Staff**

Ronda Battista – Teacher Aide PT Sub
Jessica Henninge – Teacher Aide PT Sub
Kaylee Tiffany – Teacher Aide PT Sub

Planning

Mrs. Gates noted the following reminders.

- October 6, 2022 - 2022 Educational Form, 6-8 pm, Harrold Campus
- October 6, 2022 – PS Open House, 6-7 PM
- October 7, 2022 – No School, Staff Development Day
- October 10, 2022 – No School/Offices Closed, Columbus Day & Indigenous Peoples Day
- October 14, 2022 – BOCES-Wide Dismissal Drill (students dismissed 15 min early)
- October 14, 2022 – Homecoming
- October 28 & 29, 2022 – Drama Club Production, 7 pm, OAPAA
- November 7, 2022 – Regular BOE Meeting, 6 pm, MS Conference Room

Reminders

Public Comment

None

BOE Member Comments/Concerns

Mrs. Locke talked about the CCSBA meeting and what was discussed. One item was training for school board members. Mrs. Locke asked BOE members to make a list of topics and send to her attention to share. Mrs. Locke talked about policies and suggested a clearer picture of how they should be addressed. She also mentioned setting BOE goals, noting the goals they set yearly seem to be superintendent goals. Another topic was pertaining to fiscal items.

**BOE
Comments**

Mr. Godfrey reported DCMO BOCES has two candidates for their superintendent search. Interviews will be held October 19 and 20. If a candidate is chosen they must also be approved by the Commissioner of Education before they can be appointed.

At 7:45 p.m., Mr. Godfrey 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**

At 8:02 p.m., Mr. Leach made a motion, seconded by Mr. Godfrey 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 Mr. Leach to adjourn. Yes-4, No-0, Motion carried.

Meeting adjourned at 8:02 p.m.

**Meeting
Adjourned**



John Hillis
Clerk Pro Tem