

Oxford Academy & Central School Board of Education  
Regular Meeting  
October 4, 2021

Mrs. Gates called the meeting to order at 6:00 p.m.

Mrs. Gates led those present in the flag salute.

Additions: 12.7 Approve Occasional Bus Driver  
Deletions: None

Present were Trustees: Julie Gates, John Godfrey, Nathaniel Emerson and Betsy Locke  
(*Timothy O'Brien was unable to attend.*)

Superintendent

John Hillis

District Clerk

Michele Rice

High School Principal

Dawn Hover

Primary School Principal

Brian Collier

Visitors

Sarah Palmer, Chris Palmer, Tammy Ingraham, Kelly Stark-Spence, Luke Williams, Sarah Leach, Alis Vincent, Jeff Locke

Approve Minutes

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve the meeting minutes of September 7, 2021. Yes-4, No-0, Motion carried.

Reports/Presentations

Building Growth Initiatives – Mr. Collier reviewed the primary school building growth initiatives noting a lot of focus will be on social emotional growth. Other items include reading below level, fluency in basic math facts and exposure to STEAM activities.

Ms. Hover reviewed the high school building growth initiatives including college and career options and experiences, positive school community and culture, and improving student attendance and academic performance.

Mr. Lehr was unable to attend but middle school building growth initiatives include fostering social emotional growth and development, culture of respect and personal responsibility and literacy.

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

**10-21(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Building Growth Initiatives for the 2021-2022 school year as presented.

Leadership Team Updates

Mr. Collier stated the year is off to a great start with normal events occurring like making applesauce, collecting caterpillars, UPK pirate treasure hunts. Open house is Thursday. Upcoming events include fire prevention week, bus safety and Halloween activities.

Ms. Hover reported the National Honor Society induction will be in November 4<sup>th</sup> at 6 pm. The date was changed due to the new calculation of weighting classes. This year's fall awards will be a prerecorded virtual ceremony. The homecoming dance is Saturday. Ms. Hover and nurses will attend a COVID student screening training Friday. A lot of professional development is occurring Friday. She reported a new US History Regents is going to be implemented. The high school is also aligning departments and looking into 9<sup>th</sup> grade interventions.

Call to Order

Flag Salute

Additions/  
Deletions

Present

Visitors

Meeting  
Minutes

Building  
Growth  
Initiatives

Building  
Growth  
Initiatives

PS Update

HS Update

### Public Comment

Sarah Palmer and a few parents voiced their concern with chorus and band being scheduled during lunch noting it does not allow for recess and leaves little time for students to eat their lunch. Parents feel students are dropping out of band and chorus because they are missing recess. Mrs. Stark-Spence and Mr. Hillis shared data and voiced their opinion that the schedule change probably had little effect on enrollment. Administrators and the music department have been working on improving enrollment numbers and thought the schedule change would help with consistency. The change also allowed adding electives at the end of the day that 140 kids are enrolled in. The music department may be struggling for a number of reasons (schedule change, faculty change, low enrollment numbers, loss of interest) – all of which are being reviewed.

**Public  
Comment**

### Superintendent's Report

Negotiations with Bargaining Units – Mr. Hillis stated he will begin opening negotiations with two bargaining units.

**Negotiations**

Professional Development – Mr. Hillis reported professional development will focus on literacy and math.

**Professional  
Development**

At 7:18 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey to enter into executive session for the purpose of other matters made confidential by state or federal law. Yes-4, No-0, Motion carried.

**Executive  
Session**

At 7:18 p.m., Ms. Hover and Mr. Collier were excused.

**Excused**

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

**Clerk Pro  
Tem**

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

**CSE Minutes**

At 7:32 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey to come out of executive session.

**Come out of  
Executive  
Session**

### Communications

The BOE acknowledged a communication from Ms. Winter.

### Board Committee Reports

Finance – Met 9/7/21

Policy – Met 9/27/21 – 1<sup>st</sup> Reading of Probationary Teacher Review Policy #19

Buildings & Grounds – Met 8/2/21

Transportation – Met 10/4/21 @ 5:30 pm

Personnel – Scheduled to meet 11/1/21 @ 5:30 pm

**BOE  
Committees**

### Old Business

None

### New Business

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions G2-G8. Yes-4, No-0, Motion carried.

### **10-21(1) G2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Bassett Medical Center Health Care Sports Medicine Program Agreement for the 2021-2022 school year.

**Bassett  
Medical  
Center  
Sports  
Medicine  
Agreement**

**10-21(1) G3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurers Report for July 2021 as given.

**Treasurers Report**

**10-21(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 August 2021.

**Internal Claims Auditor Report**

**10-21(1) G5**

**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 2021                      \$46,280.60

**10-21(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**

August 2021                      \$46,280.60

**10-21(1) G7**

**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 2020-2021 external audit pertaining to the unassigned fund balance.

**Corrective Action Plan Unassigned Fund Balance**

**10-21(1) G8**

**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 2020-2021 external audit pertaining to the extracurricular activity funds.

**Corrective Action Plan Extracurricular Activity Funds**

**Personnel**

Mr. Emerson made a motion, seconded by Mrs. Locke to approve resolutions C1- UC6. Yes-4, No-0, Motion carried.

**10-21(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending a portion of Resolution **09-21(1) C4** from the September 7, 2021 Meeting Minutes as follows:

**Amend Resolution 09-21(1) C4**

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>
V. Assistant Football	<b>David Dunagan</b>	\$2,566 – Step 1

**10-21(1) C2**

**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 2021-2022 school year, pending coaching certification requirements.

**Winter Coaches**

<u>SPORT</u>	<u>COACH</u>	<u>SALARY</u>
Boys Varsity Basketball	<b>Booker Davis</b>	\$5,132 - Step 3
Boys JV Basketball	<b>Ronald Smith</b>	\$3,354 - Step 3
Modified 8 <sup>th</sup> Grade Boys Basketball	<b>Ed Holmquist</b>	\$1,803 - Step 1
Modified 7 <sup>th</sup> Grade Boys Basketball	<b>Corbin Henry</b>	\$1,803 - Step 1
Girls Varsity Basketball	<b>Chris Palmer</b>	\$5,730 - Step 5

Girls JV Basketball	<b>Margo Barrows</b>	\$3,354 - Step 3
Girls 8 <sup>th</sup> Grade Basketball	TBD	\$ _____ - Step _____
Girls 7 <sup>th</sup> Grade Basketball	TBD	\$ _____ - Step _____
Varsity Wrestling	<b>Craig Tefft</b>	\$5,730 - Step 5
Bowling	<b>Lance Thorne</b>	\$4,923 - Step 5
Indoor Track	<b>Shannon Gawronski</b>	\$5,233 - Step 4
Modified Volleyball	<b>Sandra Acevedo</b>	\$1,803 - Step 1

**10-21(1) C3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the advisor appointments for the 2021-2022 school year as follows:

**Advisors**

High School Advisors

Stipend

Band Director	<b>Nina Savasta</b>	\$5,196
Pit Director	<b>Nina Savasta</b>	\$ 608
Freshman Class Advisor	<b>Lance Thorne</b>	\$1,668

**10-21(1) C4**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept, with regret, **Kathy Ryan's** letter of intent to retire from her position of Licensed Teacher Assistant, effective February 14, 2022.

**LTA  
Intent to  
Retire  
K. Ryan**

**10-21(1) C5**

**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**

<b>Sarah Eaton</b>	-	Uncertified
<b>Allison Hicks</b>	-	Uncertified, <i>Retroactive to September 30, 2021</i>
<b>Patricia LaCotta</b>	-	Certified
<b>Cathleen Reeder</b>	-	Uncertified
<b>Paula VanTyle</b>	-	Certified

**10-21(1) C6**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Director of Special Programs/Greg Lehr addendum as presented.

**Director of  
Special  
Programs  
Addendum**

**10-21(1) C7**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools and the Head Bus Driver, that this Board does hereby approve the appointment of **Lance Thorne** as an occasional bus driver.

**Occasional  
Bus Driver**

**10-21(1) UC1**

**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 to a full-time teacher aide position, currently held by **Lauren Bullock**, retroactive to September 1, 2021.

**PT Teacher  
Aide Position  
to FT**

**10-21(1) UC2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve increasing the hours of one part-time school monitor position to a full-time school monitor position, currently held by **Nicole Head**, retroactive to September 1, 2021.

**PT School  
Monitor  
Position to  
FT**

**10-21(1) UC3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending Resolution 08-21(1) UC10 from the August 2, 2021 Meeting Minutes, specifically correcting the position title from Teacher Aide to School Monitor as follows:

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Nicole Head** to the position of Full-time School Monitor subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective September 1, 2021, salary \$18,473. (Vice: **D. Moore**)

**Amend  
Resolution  
08-21(1)  
UC10**

**10-21(1) UC4**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Yvette Williams** to the position of Bus Attendant (PT) subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective October 6, 2021, at an hourly rate of \$12.50. (Vice: **D. Wiggins**)

**Bus  
Attendant  
(PT)  
Y. Williams**

**10-21(1) UC5**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby create one fulltime position of Bus Attendant, effective October 4, 2021.

**Create  
FT Bus  
Attendant  
Position**

**10-21(1) UC6**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Lisa Lawton** to the position of Bus Attendant (PT) subject to successful completion of a probationary period as defined in the rules for the Classified Civil Service of Chenango County, effective October 6, 2021, at an hourly rate of \$12.50. (Vice: **New**)

**Bus  
Attendant  
(PT)  
L. Lawton**

**Planning**

Mrs. Gates noted the following reminders.

- October 7 – PS Open House, 6-7 pm
- October 8 – Staff Development Day, No School
- October 11 – Columbus Day, No School
- October 12 – Financial Aid Night, OAPAA, 6 pm
- October 15 – Early Dismissal Drill
- November 1 – BOE Personnel Committee Meeting, 5:30 pm
- November 1 – BOE Meeting, 6 pm

**Reminders**

**Public Comment**

None

**BOE Member Comments/Concerns**

Mrs. Locke complemented Oxtoberfest and talked about the CCSBA dinner.

Mr. Godfrey talked about the athletic advisory committee meeting and will share notes from the meeting.

**BOE  
Comments/  
Concerns**

**Executive  
Session**

At 7:42 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey 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.

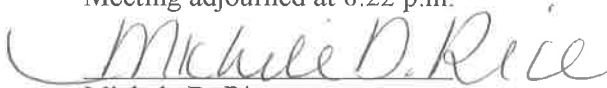
At 8:20 p.m., Mrs. Locke made a motion, seconded by Mr. Godfrey to come out of executive session.

**Come out of  
Executive  
Session**

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

**Meeting  
Adjourned**

Meeting adjourned at 8:22 p.m.

A handwritten signature in cursive script that reads "Michele D. Rice". The signature is written in dark ink and is positioned above the printed name and title.

Michele D. Rice  
District Clerk