

**Oxford Academy & Central School Board of Education  
Regular Meeting  
October 5, 2020**

Mr. O'Brien called the meeting to order at 6:00 p.m.	<b>Call to Order</b>
Mr. O'Brien led those present in the flag salute.	<b>Flag Salute</b>
Additions: None Deletions: None	<b>Additions/ Deletions</b>
Present were Trustees: Timothy O'Brien, Julie Gates, John Godfrey, Nathaniel Emerson and Betsy Locke. Superintendent John Hillis Business Administrator Joseph Gugino District Clerk Michele Rice High School Principal Dawn Hover Middle School Principal Gregory Lehr Primary School Principal Brian Collier	<b>Present</b>
<u>Visitors</u> None	<b>Visitors</b>
<u>Approve Minutes</u> Mr. Godfrey made a motion, seconded by Mrs. Locke to approve the meeting minutes of September 8, 2020. Yes-5, No-0, Motion carried.	<b>Meeting Minutes</b>
<u>Reports/Presentations</u> None	
<u>Leadership Team Updates</u> Mr. Collier noted this week is picture week. He reported communication is great with over 2500 messages from teachers to students. A pirate visited UPK and many classes have been making applesauce. He reported teachers are adapting well to the schedule. Additional events will include bus and fire safety and Halloween.	<b>PS Update</b>
Ms. Hover reported the high school is off to a good start. Students have responded well to the changes and Chromebook/Internet issues have decreased with Mrs. Davis working with individual students. Ms. Hover and Mrs. Carey will create a virtual fall awards ceremony that will be shared on Facebook and the webpage. Teachers will be teaching teachers on technology during Friday's staff development day. The links team met and decided to hold parent/teacher conferences on November 6. PSAT's will be given October 14 and the district will host a financial aid night.	<b>HS Update</b>
Mr. Lehr stated he is very impressed with the middle school staff. He's been in every classroom at least once and complemented the connection with students. He reported attendance is at 95% both online and in person. Mr. Lehr noted he has been encouraging students to take breakfast which has created a boost in numbers to 85%. Catalyst teachers and Mrs. Spence are creating fun activities for the 12-1-1 kids since they come to school every day. Mr. Lehr reported the middle school is 100% ready to move to phase II. He is also working with Mr. Davis on intramural sports to begin when given the green light.	<b>MS Update</b>
<u>Public Comment</u> None	
<u>Superintendent's Report</u> <u>Capital Project Surveillance Cameras Update</u> – Mr. Hillis requested to remove this item from the agenda.	<b>Capital Project Surveillance Cameras</b>

NYS Department of Transportation Inspection Profile – Mr. Hillis noted the inspection profile was a lower score than normal but feels Mr. Carey has a good handle on the reasoning and will be monitoring the situation.

**NYS  
Department of  
Transportation  
Inspection**

Phase II Timeline – Mr. Hillis stated the district will move to phase II of the reopening plan on October 19. This date allows each student to go through five cycles of phase I and also provides teachers and parents time to adjust to the change. It was noted that moving to phase II increases students in each building but does not increase classroom sizes except for in the high school. The high school will look at options to keep classroom sizes around 12 students but if 6-feet of social distancing is not possible, students in those few classes will be required to wear masks.

**Phase II**

District-wide Safety Plan – The building safety plans have been submitted. The district-wide safety plan will be reviewed until November and then approved in December. Mr. Hillis noted receiving information on a new law requiring school districts to amend their safety plans to include protocols for responding to a declared public health emergency. Those protocols would include descriptions and roles of essential workers, plans to stagger work shifts and provide personal protective equipment, how to react to exposure, documenting precise hours and work locations, obtaining emergency housing, etc., with a deadline date of April 1, 2021. Mr. Hillis will report on this when additional information is available.

**District-wide  
Safety Plan**

At 6:24 p.m., Mrs. Locke made a motion, seconded by Mrs. Gates to enter into executive session for the purpose of other matters made confidential by state or federal law and 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. Mr. Lehr was invited to attend.

**Executive  
Session**

At 6:24 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-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 6:39 p.m., Mr. Godfrey made a motion, seconded by Mrs. Locke to come out of executive session.

**Come out of  
Executive  
Session**

At 6:39 p.m., Mr. Lehr was excused.

**Excused**

#### **Communications**

The BOE acknowledged a communication from Ms. Chauvin, Ms. Brown and NY Ag Education and FFA.

**Correspondence**

#### **Board Committee Reports**

Finance – Will meet November 2 at 5:30 pm.

Policy – Will schedule to meet via Zoom.

Buildings & Grounds – Will meet December 7 at 5:30 pm.

Transportation – Will meet January 4 at 5:30 pm.

Personnel – Will meet February 1 at 5:30 pm.

**BOE  
Committees**

#### **Old Business**

None

New Business

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

**10-20(1) G1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the 2020-2021 School Bus Routes as given.

**2020-2021  
School Bus  
Routes**

Business Office

Mr. Godfrey made a motion, seconded by Mrs. Gates to approve resolutions G2-G10. Yes-5, No-0, Motion carried.

**10-20(1) G2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurer's Report for July 2020 as given.

**Treasurer's  
Report**

**10-20(1) G3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Treasurer's Report for August 2020 as given.

**Treasurer's  
Report**

**10-20(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 2020.

**Internal  
Claims  
Auditor  
Report**

**10-20(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**

August 2020     \$47,929.63

**10-20(1) G6**

**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 September 2020 AS7, 2019-2020 Supplemental Billing, and 9/21/20 & 9/28/20 PPE Bulk Orders totaling \$349,591.03.

**BOCES  
Invoices**

**10-20(1) G7**

**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: Canon copiers in such a way as to maximize the net proceeds of sale via public auction and/or eBay.

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

**Surplus  
Canon  
Copiers**

**10-20(1) G8**

**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: Bus #55 and Van #56 in such a way as to maximize the net proceeds of sale via public auction and/or eBay.

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

**Surplus  
Bus #55 &  
Van #56**

**10-20(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: Steril Koni 4 Post 30,000 lb Bus Lift in such a way as to maximize the net proceeds of sale via public auction and/or eBay.

**Surplus  
Bus Lift**

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

**10-20(1) G10**

**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: Ingersoll Rand T-30 Air Compressor in such a way as to maximize the net proceeds of sale via public auction and/or eBay.

**Surplus  
Air  
Compressor**

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

**Personnel**

Mr. Emerson made a motion, seconded by Mrs. Locke to approve resolutions C1-C2. Yes-5, No-0, Motion carried.

**10-20(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Molly Winn's** request for a leave of absence to begin approximately December 2, 2020, with an anticipated return of February 1, 2021 from her position of Special Education Teacher.

**Special Ed  
Leave of  
Absence  
M. Winn**

**10-20(1) C2**

**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 2020-2021 school year.

**Substitute  
Teachers**

- |                          |   |                                     |
|--------------------------|---|-------------------------------------|
| <b>Sylvia Drelich</b>    | - | Certified, retroactive to 9/10/2020 |
| <b>Kristina Reynolds</b> | - | Uncertified                         |
| <b>Rachel Seiler</b>     | - | Certified                           |

**Planning**

Mr. O'Brien noted the following reminders.

**Reminders**

- October 9, 2020 – No School, Staff Development Day
- October 12, 2020 – No School, Columbus Day
- October 16, 2020 – Early Dismissal
- October 19, 2020 – Reopening Plan - Moving to Phase II
- November 2, 2020 – Regular Board of Education Meeting, 6 pm, MS Conference Room

**Public Comment**

None

**BOE Member Comments/Concerns**

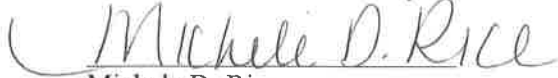
Mr. Godfrey reported a plan is in place to replace a tree at the high school and weeding around the campus continues. He noted DEC was planning to make a large donation before COVID and is uncertain of the current status. The funds were going to be used to plant trees to help with flooding. Mr. Godfrey has been on the tree board since 1984 and noted his favorite tree is a flowering pear. He complemented former student Brian Huggins on his involvement with the tree board committee and his knowledge of trees.

**BOE  
Comments**

Mrs. Gates stated the teachers are doing a great job and she enjoys reading the weekly updates.

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

Meeting adjourned at 6:55 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

**Meeting  
Adjourned**