

Oxford Academy & Central School Board of Education
Regular Meeting
September 3, 2024

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: 11.4 Acknowledge MOA with Administrators' Association, 11.5 Approve Substitute Teachers, 11.6 Amend Extracurricular Senior Class Advisor Appointment
Deletions: None

**Additions
Deletions**

Present were Trustees: Julie Gates, John Godfrey, Nathaniel Emerson, Matthew Leach and Brian Sheridan.

Present

Superintendent

Nicholas A. Colosi

School Business Manager

Erin Gramstad

District Clerk

Michele Rice

High School Principal

Jonathan Cooley

Middle School Principal

Greg Lehr

Visitors

Visitors

Jonathan Rogers, Claudia Tefft, Julia Bogardus, Holly Abbott

Approve Minutes

Minutes

Mr. Emerson made a motion, seconded by Mr. Godfrey to approve the meeting minutes of August 12, 2024. Yes-5, No-0, Motion carried.

Reports/Presentations

Summer Catalyst Presentation – postponed

Child Safety Zone – postponed

Leadership Team Updates

Mr. Lehr reported a good first day with staff. The summer catalyst program and summer school program ran well. Every expected student attended except one. Both programs will be modified a bit for next summer. The buildings look good, Mr. Lehr thanked the custodial staff for working hard to get them ready for the new school year.

Mr. Cooley noted he has been getting settled in. He has begun meeting with faculty/staff.

Mr. Cooley noted he is very excited for the opening of school.

Public Comment

None

Superintendent's Report

Project Update – Mr. Colosi noted two contracts for the project are on the agenda, adding travel time will be removed from the TIES contract. The next phase is to put planning on paper. Mr. Colosi talked about the STEAM part of the project, noting there's a sum of monies that will be utilized. Students and staff will provide input, along with TIES to develop what layout(s) and equipment will be best suited for the district. That phase should be completed by October. Additional conversations about the Route 12 hub and having regionalization conversations with NYSED were shared. The district remains consistent with the project timeline.

**Project
Update**

Opening Day/Summer Wrap-up – Mr. Colosi talked about the summer programs, noting one wrapped up last week. He offered thanks to Mr. Hodge and the custodial staff for getting the buildings ready. Mr. Colosi stated the first day with employees returning went well. The yearly required trainings are online which allows employees to complete them on their own. The trainings are free to the district and the system keeps track of who took the trainings and

**Opening
Day/
Summer
Wrap-up**

sends reminders to those that need to complete them. The district also scheduled time for employees to complete the trainings in a group setting.

At 6:18 p.m., Mr. Godfrey 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-5, No-0, Motion carried. Mr. Lehr was invited to attend.

Executive Session

At 6:18 p.m., Mr. Cooley was excused.

Excused

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

Clerk Pro Tem

Mr. Leach made a motion, seconded by Mr. Sheridan to approve the CSE minutes. Yes-5, No-0, Motioned Carried.

CSE Minutes

At 6:32 p.m., Mr. Lehr was excused.

Excused

At 6:32 p.m., Mr. Godfrey made a motion, seconded by Mr. Leach to come out of executive session.

Come out of Executive Session

Communications

The BOE acknowledged an email from kmarje.280@gmail.com.

Correspondence

Old Business

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions G1-G2. Yes-5, No-0, Motion carried.

09-24(1) G1

BE IT RESOLVED:

The Board of Education hereby amends resolution **08-24(1) G7** from the August 12, 2024 meeting minutes as follows:

WHEREAS the Board of Education has been authorized by the voters at the Annual School Meeting on May 21, 2024 to raise for the current budget of the 2024-2025 school year a sum not to exceed \$23,685,320;

THEREFORE BE IT RESOLVED, that the Board fix the equalized tax rates by towns and confirm the extension of the taxes as they appear on the following described tax roll:

Tax Levy

Oxford Academy & Central School							
2024-2025 School & Library Tax Levies							
Town	Taxable Assessment	School		Library		Total	
		Tax Rate	Levy	Tax Rate	Levy	Tax Rate	Levy
Coventry	\$1,687,141	\$19.482355	\$32,869.48	\$0.623617	\$1,052.13	\$20.105972	\$33,921.61
McDonough	\$46,147,412	25.271916	1,166,233.50	0.808938	37,330.38	26.080854	1,203,563.88
Norwich	\$3,690,480	44.121794	162,830.60	1.412310	5,212.10	45.534104	168,042.70
Oxford	\$88,703,430	35.632801	3,160,751.66	1.140583	101,173.62	36.773384	3,261,925.28
Pharsalia	\$290,583	36.499864	10,606.24	1.168341	339.50	37.668205	10,945.74
Preston	\$14,467,440	51.025200	738,204.02	1.633283	23,629.43	52.658483	761,833.45
Smithville	\$9,141,938	30.615122	279,881.55	0.979971	8,958.83	31.595093	288,840.38
	\$164,128,424		\$5,551,337		\$177,696		\$5,729,073

AND BE IT HEREBY DIRECTED THAT the tax warrant of this Board, duly signed shall be affixed to the above-described rolls authorizing the collection of said taxes to begin

9/1/24 and end 10/31/24 giving the tax warrant an effective period of 60 days at the expiration of which time the tax collector shall make an accounting in writing to the Board; **AND IT IS FURTHER DIRECTED THAT** the delinquent tax penalties shall be fixed as follows:

1st month free period,

2nd month interest of 2 percent added.

WHEREAS: Chapter 73 of the Laws of 1977, amended Section 1318, subdivision 1 of the Real Property Tax Law; and

WHEREAS: the unencumbered, unreserved fund balance at the close of the last fiscal year must be applied in determining the amount of the school tax levy except for an amount not to exceed 4% of the current school year budget; and

WHEREAS: this latter amount may be held as surplus funds during the current school year; now therefore

BE IT ADDITIONALLY RESOLVED AS FOLLOWS:

To the collector of the Oxford Academy and Central School District Town(s) of Coventry McDonough, Norwich, Oxford, Pharsalia, Preston and Smithville County of Chenango New York State.

You are hereby commanded:

To give notice and start collection on September 1, 2024 in accordance with the provisions of Section 1322 of the Real Property Tax Law.

To give notice that tax collection will end on October 31, 2024.

To collect taxes in the total sum of \$5,729,073 in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.

To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The Board may recall its warrant and tax roll for correction or errors of omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.

To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on their property, bill forms provide by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Sections 540 and 544 of the Real Property Tax Law.

To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to account for such sums as income due to the school district.

To issue receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes and to retain, preserve and file (electronic file) copies of all such receipts issued as required by Section 987 of the Real Property Tax Law.

To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

The warrant is issued pursuant to Section 910, 912, 194 of the Real Property Tax Law and is delivered in accordance with Section 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the Board of Education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision 2 of the Real Property Tax Law.

_____	_____
_____	_____
_____	_____

09-24(1) G2

BE IT RESOLVED: The Board of Education hereby amends resolution **07-24(1) G1** from the July 8, 2024 meeting minutes as follows:

WHEREAS that the Oxford Academy & Central School Board of Education does hereby approve the below appointments and authorizations for the 2024-2025 school year effective through the 2025-2026 Reorganizational Meeting.

**Amend
07-24(1) G1
Appointments**

1. Supervisors of School Building Register of Attendance:
Middle School – Charity Barber
23. Extra Classroom Accounts Co-Signer – Jonathan Cooley
35. Authorization to Establish Petty Cash & Change Funds
Middle School – Alesha Hesse -\$50.00
39. District Dignity for all Students Act Coordinators – Michelle Hardler, Gregory Lehr, Jonathan Cooley
40. Compliance Officers – Jonathan Cooley and Nicholas A. Colosi
44. Migrant Student Officer – Jonathan Cooley
45. Foster Care Point of Contact - Jonathan Cooley
47. ESL (English as a Second Language) Coordinator – Jonathan Cooley
49. Academic Intervention Services (AIS)/RIT Coordinator – Michelle Hardler
50. District HIPPA Privacy Officer – Michelle Hardler

New Business

Mr. Leach made a motion, seconded by Mr. Emerson to approve resolutions G3-G5. Yes-5, No-0, Motion carried.

09-24(1) G3

BE IT RESOLVED THAT:

Michelle Hardler and **Jonathan Cooley** are hereby certified as Qualified Lead Evaluators of classroom teachers having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b):

**Qualified
Lead
Evaluators**

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the Oxford Academy and Central School District for use in the evaluation of classroom teachers, including training on the effective application of such rubric to observe a classroom teacher's practice;
- (5) Application and use of the assessment tools that the Oxford Academy and Central School District utilizes to evaluate its classroom teachers, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc.;
- (6) Application and use of the State-approved locally selected measures of student achievement used by the Oxford Academy and Central School to evaluate its classroom teachers;
- (7) The scoring methodology utilized by the Department and the Oxford Academy and Central School District to evaluate a classroom teacher under 8 NYCRR §30-2, including:
 - (a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, and

- (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers and their subcomponent ratings; and
- (8) Specific considerations in evaluating classroom teachers of English language learners and students with disabilities.

Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training.

This certification has been issued in accordance with the process for certifying lead evaluators described in the Oxford Academy and Central School District's annual professional performance review plan.

09-24(1) G4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby acknowledge the 2024-2025 Annual Fire Inspection Reports as provided.

**2024-2025
Annual Fire
Inspection
Reports**

09-24(1) G5

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the 2024-2025 School Bus Routes as given.

**2024-2025
Bus Routes**

Business Office

Mr. Sheridan made a motion, seconded by Mr. Emerson to approve resolutions G6-G8. Yes-5, No-0, Motion carried.

09-24(1) G6

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 July 2024.

**Internal
Claims
Auditor
Report**

09-24(1) G7

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

**TIES
Contract**

09-24(1) G8

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

**CME
Contract**

Personnel

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolutions C1-C6 and UC1-UC2. Yes-5, No-0, Motion carried.

09-24(1) C1

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Colin Davis's** letter of resignation from his position of Elementary Teacher, effective August 15, 2024.

**Resignation
C. Davis**

09-24(1) C2

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby accept **Matthew Dorman's** request for a leave of absence to begin approximately September 30, 2024, with an anticipated return date of November 4, 2024, from his position of Math Teacher.

**Teacher
Leave of
Absence
M. Dorman**

09-24(1) C3

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the appointment of **Brennan Finnegan** in the subject tenure area

**Teacher
B. Finnegan**

of Elementary Education, Initial Certification, probationary period effective September 1, 2024, probationary period to end September 1, 2028. (Vice: S. Bolster)

09-24(1) C4

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Memorandum of Agreement (MOA) with the Oxford Academy and Central School Administrators' Association (regarding leave/vacation days) as presented.

**MOA
Administrators'
Association**

09-24(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 2024-2025 school year.

**Substitute
Teachers**

Jason Burghardt	-	Uncertified
Amy Gross	-	Uncertified
Christina Harrison	-	Uncertified

09-24(1) C6

BE IT RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve amending the advisor appointment for the 2024-2025 school year as follows:

**Amend
Advisor
Appointment**

<u>High School Advisors</u>	<u>Stipend</u>
Senior Class Advisor Renee Johnson & Lance Thorne	\$1,017 each

09-24(1) UC1

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 2024-2025 school year.

**Substitute
Support
Staff**

Bus Drivers
Janette Ireland

09-24(1) UC2

BE IT RESOLVED: Upon the recommendation of the Interim Superintendent of Schools, that this Board does hereby accept **Jazmine Albin's** letter of resignation from her position of Teacher Aide, retroactive to August 30, 2024.

**Teacher Aide
Resignation
J. Albin**

Planning

Mrs. Gates noted the following reminders.

- September 4 – Superintendent's Conference Day/No School
- September 4 – PS & HS Meet and Greet, 2-3 pm
- September 5 – First Day of School
- October 7 – BOE Meeting, MS Conference Room, 6 pm

Reminders

Public Comment

None

BOE Member Comments/Concerns

Mr. Emerson stated his daughter and son expressed their recognition of the great education Oxford Academy provided to them, noting they felt prepared for college. Mr. Emerson also welcomed everyone back.

Mr. Leach stated he appreciates everyone and wishes them a good school year.

Mr. Godfrey noted it was a good opening day and faculty/staff appear to be ready for the return of students.

**BOE
Member
Comments/
Concerns**

Mr. Sheridan agreed it was a good opening day with a nice presentation and stated the buildings look great.

At 6:40 p.m., Mr. Leach made a motion, seconded by Mr. Emerson 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. Ms. Gramstad was invited to attend.

**Executive
Session**

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

**Clerk Pro
Tem**

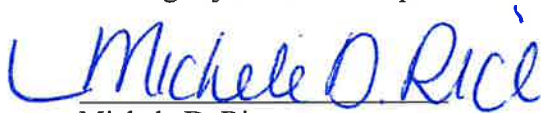
At 7:48 p.m., Mr. Emerson made a motion, seconded by Mr. Leach to come out of executive session.

**Come out of
Executive
Session**

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

**Meeting
Adjourned**

Meeting adjourned at 7:48 p.m.



Michele D. Rice
District Clerk