

**Oxford Academy & Central School Board of Education  
Regular Meeting  
September 8, 2020**

Mr. O'Brien called the meeting to order at 6:00 p.m.

**Call to Order**

Mr. O'Brien led those present in the flag salute.

**Flag Salute**

Additions: None

**Additions/**

Deletions: None

**Deletions**

Present were Trustees: Timothy O'Brien, Julie Gates, John Godfrey, Nathaniel Emerson and Betsy Locke.

**Present**

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

**Visitors**

**Visitors**

Mr. Shoen, Mr. Owen

**Approve Minutes**

**Meeting  
Minutes**

Mrs. Locke made a motion, seconded by Mr. Godfrey to approve the meeting minutes of August 3, 2020 and August 24, 2020. Yes-5, No-0, Motion carried.

**Reports/Presentations**

**Insero & Co., External Audit Report** - Mr. Shoen and Mr. Owens of Insero & Co., LLP shared a summary of the financial statements for the 2019-2020 independent audit. They revealed an unqualified (clean) opinion on all financial statements. One finding was the unfunded balance being over the 4% allowable amount (4.06%). They also reported on the school lunch deficit and control issues with extracurricular accounts. The Board thanked Mr. Shoen and Mr. Owens for their presentation.

**External  
Audit Report**

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

**09-20(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 2019-2020 school year of the Oxford Academy and Central School District as given.

**External  
Audit**

**Leadership Team Updates**

**CDEP/LINKS Plans** - Each building principal reviewed their 2020-2021 Comprehensive District Education Plans. The primary school targets include distance learning participation, attendance, reading on grade level and math fluency. The middle school targets include assessment proficiency and attendance. The high school targets are drop out and graduation rates. The plans are posted on the school webpage.

**CDEP/  
LINKS**

Mr. O'Brien was excused at 6:31 p.m.

**Excused**

Mr. Collier reported the primary school had a good first day. Parent teacher conferences will be September 9. Teachers were asked to get their rooms ready and not to focus on or worry about what is going on outside of school.

PS Update

Mr. Lehr noted the in-person 5<sup>th</sup> grade orientation was well attended. He reported teachers are focused but have some concerns with the “what if” questions.

MS Update

Ms. Hover reported the high school held a virtual 9<sup>th</sup> grade orientation. She noted Mr. Rovente has been very helpful with assisting teachers with technology. The HS will have a faculty meeting September 9 which will include a presentation from the mental health department.

HS Update

Mr. Godfrey made a motion, seconded by Mrs. Locke to approve resolution G2. Yes-4, No-0, Motion carried.

### 09-20(1) G2

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Building Comprehensive District Educational Plans (CDEP/LINKS) for the 2020-2021 school year as presented.

2020-2021  
CDEP/LINKS

### Public Comment

None

At 6:43 p.m., Mrs. Locke 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.

Executive  
Session

Yes-4, No-0, Motion carried. Mr. Lehr was invited to attend.

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 7:03 p.m., Mr. Godfrey made a motion, seconded by Mrs. Locke to come out of executive session.

Come out of  
Executive  
Session

At 7:03 p.m., Mr. Lehr was excused.

Excused

### Superintendent's Report

Financial Report – Mr. Hillis reviewed contracts with Air Temp. He reported the district is being very careful with reserves and is keeping a close eye on what the state is doing.

Financial  
Report

Capital Project – The project is coming together well. Legal papers have been drawn up to take over the access road to the new bus maintenance facility.

Capital  
Project

Opening Day – Mr. Hillis reported the district is in good shape to open. The building principals are establishing shared decision making teams.

Opening Day

### Communications

The BOE acknowledged a communication from Mr. Adriaan Denkers.

Correspondence

### Board Committee Reports

The BOE and Mr. Hillis agreed to start committee meetings in the middle of October.

Finance – TBD

Policy – TBD

Buildings & Grounds – TBD

Transportation – TBD

Personnel – TBD

BOE  
Committees

**Old Business**

After a discussion about where to hold the October 5, 2020 Board of Education Meeting, consensus was reached to hold the meeting at the Oxford Academy Middle School instead of in McDonough. The BOE will hold a meeting in McDonough in the spring.

**Change  
October BOE  
Meeting  
Location**

**New Business**

Mr. Emerson made a motion, seconded by Mrs. Locke to approve resolution G3. Yes-4, No-0, Motion carried.

**09-20(1) G3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the Parochial School Transportation request, as presented, for the following students for the 2020-2021 school year:

**Parochial  
School  
Transportation**

- Valley Heights Christian Academy
- Emily Sabines**
- Abigail Sabines**
- Jason Begeal**

**Business Office**

Mrs. Locke made a motion, seconded by Mr. Emerson to approve resolution G4. Yes-4, No-0, Motion carried.

**09-20(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 July 2020.

**Internal  
Claims  
Auditor  
Report**

Mr. Godfrey made a motion, seconded by Mr. Emerson to approve resolution G5. Yes-4, No-0, Motion carried.

**08-20(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**

July 2020	\$47,929.63
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**Personnel**

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

**09-20(1) C1**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the appointment of the following Mentors for the 2020-2021 school year, \$600.00 stipend per semester:

**Teacher  
Mentors**

**Mentors and New Teachers**

<b>First Year Teacher</b>	<b>Teaching Assignment</b>	<b>Mentor</b>	<b>Semesters</b>
Venera Jouraeva	Science	Elly Powers-Leech	1 <sup>st</sup> and 2 <sup>nd</sup>
Molly Winn	Special Education	Sara Williamson	1 <sup>st</sup> and 2 <sup>nd</sup>

Mr. Godfrey made a motion, seconded by Mrs. Locke to approve resolutions C2 – UC1. Yes-4, No-0, Motion carried.

**09-20(1) C2**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the daily compensation rate of \$195.00 per day to be paid to **Heather Tysco** for planning and performing the duties of Primary School Elementary Education Teacher (L/T Substitute), effective September 1, 2020 through a date yet to be determined. (Vice: A. Schultheis)

**Elementary  
LT  
Substitute  
H. Tysco**

**09-20(1) C3**

**BE IT RESOLVED:** Upon the recommendation of the Superintendent of Schools, that this Board does hereby approve the advisor appointments for the 2020-2021 school year as follows:

**Advisors**

High School Advisors

		<u>Stipend</u>
Junior Class Advisor	<b>Kimberly Bohannon</b>	\$1776.00
Freshman Class Advisor	<b>Renee Johnson</b>	\$1616.00
GSA Advisor	<b>Mikaela Brown</b>	\$1616.00

**09-20(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 2020-2021 school year.

**Substitute  
Teachers**

**Dana Crosby** - Uncertified  
**Gwen Hornbeck** - Uncertified  
**Brenda Seiler** - Certified

**09-20(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 2020-2021 school year.

**Substitute  
Support Staff**

**Robert Davidson** – Custodial Worker PT Sub, *retroactive to July 1, 2020*

Planning

Mrs. Gates noted the following reminders.

- October 5, 2020 Board of Education Meeting, 6 pm, Middle School

**Reminders**

Public Comment

None

BOE Member Comments/Concerns

Mr. Godfrey talked about landscaping at the high school. Mr. Emerson commented on the weeds on the sidewalks.

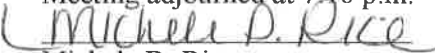
Mrs. Locke requested that Mr. Hillis be the voice of important automated/robo calls.

**BOE  
Comments**

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

**Meeting  
Adjourned**

Meeting adjourned at 7:18 p.m.

  
Michele D. Rice  
District Clerk