

**MINUTES OF THE REGULAR MEETING
OF THE
OXFORD AREA BOARD OF SCHOOL DIRECTORS**

A regular meeting of the Oxford Area Board of School Directors was held on Tuesday, February 25, 2025, in the Board Room. The meeting was called to order at 7:15 p.m. by President Mark V. Patterson, followed by the Pledge of Allegiance.

ATTENDING WERE:**ROLL CALL**

Jenifer A. Warren, President
Debbie K. Vendrick, Vice President
Andrew Atkinson, Member
Kristen Dean, Member
Tenille E. Dewees, Member
Jennifer L. Kehs, Member
William C. Kloss, Treasurer
Mark V. Patterson, Member

ABSENT WAS:

Michael P. Blessington, Member

ALSO ATTENDING WERE:

Dr. David A. Woods Superintendent
Brian P. Cooney, Business Administrator

On motion by Mrs. Warren, seconded by Mrs. Kehs, BE IT RESOLVED,
That the Oxford Area Board of School Directors hereby approves the
February 25, 2025, agenda as presented.

**APPROVAL OF
AGENDA**

Aye: 8 Nay: 0

Mr. Patterson allowed time for persons who requested to address the
Board concerning items on the agenda.

**PUBLIC COMMENT
CONCERNING ITEMS
ON THE AGENDA**

Ronnie Lutz, East Nottingham-questioned why her email was not on the
Agenda under correspondence.

On motion by, Mrs. Dewees, seconded by Mrs. Kehs, BE IT RESOLVED,
That the Oxford Area Board of School Directors hereby approves the
minutes of the January 14, 2025, Work Session, and the January 21, 2025,
Regular Meeting.

**APPROVAL OF
MINUTES**

Aye: 8 Nay: 0

Dr. Woods acknowledged Dr. Margaret Billings-Jones who gave the report
for February. The district has two National Merit Finalists this year.
out of fifteen thousand students in the Nation.

**SUPERINTENDENT'S
REPORT**

We have a newly formed Drone Club. On October 22, 2024, our team was
victorious and qualified for the regional competition.

Dads and Doughnuts at Hopewell was well attended and Candyland Countdown: Sweet Steps
into Kindergarten for registration at Jordan Bank is going well.

Comprehensive planning schedule will be on the website tomorrow. The Comprehensive Plan
and state required documents for Professional Development, Teacher Induction, and Gifted
Education Plan Assurances will be on the agenda in March.

On motion by Mr. Atkinson, seconded by Mrs. Dewees, BE IT RESOLVED, That **FINANCIAL**
The Oxford Area Board of School Directors hereby approves the **REPORTS**
following:

1. General Fund
 - a. Treasurer's Report
 - b. Revenue Report
 - c. Expenditure Report
2. Cafeteria Fund Treasurer's Report
3. Capital Projects Fund Treasurer's Report

Aye: 8 Nay: 0

On motion by Mr. Atkinson, seconded by Mrs. Dewees, BE IT RESOLVED, **STUDENT ACTIVITY**
That the Oxford Area Board of School Directors hereby approves the **AND ATHLETIC**
student activities and athletic officials accounts as presented. **OFFICIALS ACCOUNTS**

Penn's Grove
Oxford Area High School
Athletic Officials Account

Aye: 8 Nay: 0

On motion by Mrs. Dewees, seconded by Mrs. Kehs, BE IT RESOLVED, That **PAYMENT OF BILLS**
the Oxford Area Board of School Directors hereby approve the following:
bill lists for payment:

February 2025

General Fund	\$	1,788,102.00
Cafeteria Fund	\$	93,977.42
Capital Projects Fund	\$	400.00
Payroll Distribution	\$	2,039,724.31

Aye: 8 Nay: 0

Mr. Kloss stated that in January the CCIU had a third-party audit and **REPORT OF CHESTER**
received the highest score. Dr. Fiore updated the board goals of **COUNTY INTERMEDIATE**
CCIU. The Head Start program and grants received were discussed. **UNIT AND TECHNICAL**
COLLEGE HIGH SCHOOL
REPRESENTATIVE

Mrs. Dewees stated that the committee met on January 27, 2025. **REPORT OF CHESTER**
The majority I the house is equal due to the passing of a member from **COUNTY SCHOOL BOARDS**
LEGISLATIVE COUNCIL
REPRESENTATIVE
Allegheny County. A special election will be held in March.

The House Education Committee met on January 27, 2025.

Bill 18-190, an eating disorder bill was sent to the House.

Competitive bidding quotes thresholds have doubled, from \$12,900 to
\$23,800 for supplies, construction, and maintenance projects.

The Governor signed an executive order reestablishing the PA Early
Learning Investment Commission to secure support for public and
private sector investment in early learning, focusing on practices
which are educationally, economically, and financially sound.

The petition to state legislature against school vouchers failed. Funding will follow the students as opposed to going to our public schools.

Budget increases in several areas have been proposed.

The Legislative Breakfast is scheduled for Wednesday, April 9, 2025, at TCHS Brandywine.

Ms. Kinkus gave a quick recap for the month of December:

LIAISON WITH PTO

The PTO provided a holiday gift for all teachers and staff throughout the district. Each school received doughnuts and a visit from the Big Yellow Mug Coffee Truck. Teachers and staff were able to enjoy a special drink and a doughnut as a thank you and happy holidays from the PTO.

National School counselor's week was February 3, 2025, through February 7, 2025. The PTO provided a special thank you giftbag with goodies and a gift card to Wholly Grounds to all counselors throughout the district.

Our Moe's Taco Tuesday night on February 11, 2025, was a great success! Thank you to everyone who participated. We hope you enjoyed your night off from cooking.

Currently, our Gertrude Hawk Candy Fundraiser is in full swing! Gertrude Hawk sales run from now until March 10, 2025. Sales are online or can be submitted on paper. Hershey Park Tickets are also currently on sale. All Hershey Park ticket orders are due by March 28, 2025.

The Mother and Son event this year is on Sunday, March 16, 2025. We are hosting a Mother & Son Movie Matinee at 1p.m. at Oxford Area High School. All reservations and payments for the event were due by February 21, 2025. If you are still interested in attending, please submit your forms, or email the PTO.

Also, save the date for the Father Daughter Dance, which is Saturday, April 5, 2025.

We have had a few funds requests. We supplied Hopewell School with a gift card for their Author's contest, and we also paid for gym equipment for the PE classes. In addition, we teamed up with the district to raise funds for the Eagle's Autism Foundation. Teachers, staff and the PTO donated \$750.00 to the Foundation.

Upcoming, our next meeting will be Wednesday March 19, 2025, at 7 p.m. in the main office of the Oxford Area High School. Refreshments will be served! We are looking for volunteers to help with the Father & Daughter Dance on April 5, 2025. If you are available, please reach out to the PTO.

If you would like additional information, visit our website on the district web page, or reach out to the PTO at pto@oxfordasd.org. Thank you for your time and have a great evening.

Mr. Patterson stated the committee met on February 18, 2025. The Athletic Director has requested a change in the uniforms to maroon and black.

**ATHLETIC AND
STUDENT
ACTIVITIES**

Dr. Kauppila presented a request for new band uniforms.

Mr. Patterson reported that the committee met on February 18, 2025. McClure was present and reviewed the plan for Phase I and contract.

**FACILITIES AND
SAFETY COMMITTEE**

JPD Architects, LLC answered questions related to the field.

Our maintenance team did a great job keeping ahead of the weather and handling the issue with the gym floor at Penn's Grove.

Raptor Technologies was discussed.

Mrs. Vendrick stated that the committee met on February 25, 2025, at 6:30 p.m. Mary Williams was present and talked about Chester County Futures. This organization works to provide support and mentorship to our high school students to help plan for their post high school plans.

**EDUCATION
COMMITTEE**

Dr. Billings-Jones analyzed the student performance data and developed new goals to enhance our students success for the next three years.

The Comprehensive Plan will be posted on the website tomorrow.

Mr. Kloss stated the committee met on February 3, 2025, to review the updated capitol project plan. The committee also discussed PFM and RBC to begin formalizing the first bond issue for the capital projects.

**FINANCE AND BUDGET
COMMITTEE**

Bond rates are low 3.25-3.5%.

The next meeting will be held on Monday, March 3, 2025, at 5 p.m.

Mrs. Dewees informed the Board that the Oxford Area High School Marching Band will be performing the National Anthem on April 4, 2025, at the Phillies vs. Dodgers game.

**BOARD IN SERVICE/
BOARD GOALS**

Mrs. Warren stated that she followed up on board self-assessment. PSBA responded that the board's self-assessment survey is included in the PSBA membership.

Ms. Craft reported that On Friday, February 7, 2025, Jordan Bank and Penn's Grove joined together for a tailgate lunch and an afternoon pep rally to celebrate the Eagles heading to the Super Bowl. A special thank you to Grace Montgomery, Kay O'Brien, and their teams for preparing and serving an amazing lunch to our kindergarten and middle school students under one roof. Perhaps, this contributed to the victory!

**REPORT OF STUDENT
REPRESENTATIVE**

On the morning of February 20, 2025, we welcomed thirty families to our Candyland Countdown: Sweet Steps into Kindergarten event. We are hopeful these families will register for kindergarten with us for the 2025-2026 school year.

Throughout February, students participated in the Kids Heart Challenge, raising funds for the American Heart Association while also learning about heart-healthy habits in health class. Students and their families raised over \$1000 for the American Heart Association.

Under the guidance of school counselor Lori Saporosa, students participated in Random Acts of Kindness Week by creating bookmarks, which were donated to the Oxford Library. Several students had the opportunity to deliver the bookmarks, and the library staff were delighted to receive them. Library patrons will enjoy student-made bookmarks during their visits.

Looking ahead, we are excited to celebrate Read Across America Week in early March. Highlights include members of the National English Honor Society reading to our classes, a visit from local author Annette Whipple, and a variety of spirit day events.

Students who demonstrate Responsibility, Respect, Kindness, Honesty, and Effort are recognized at lunch assemblies each month. Elk Ridge's mascot "BUZZ" joins the festivities to help celebrate these achievements.

This week Elk Ridge is having a coin collection to raise funds for the Eli Seth Matthews Leukemia Foundation and is looking forward to partnering with the American Heart Organization for the Kids Heart Challenge. There will be a kick-off assembly on Wednesday, February 26, 2025.

Lifetouch Picture day at Elk Ridge will be held on Tuesday, March 4, 2025. Read Across America week activities will include an author visit from local author Annette Whipple on Wednesday, March 5, 2025, and Rocky's Reading Challenge which allows students to earn tickets to a Wilmington Blue Rocks baseball game for minutes they spend reading outside of school.

Nottingham Elementary hosted a school wide concert presented by Jazz Alive professional musicians for Grades 3-6 on Wednesday, February 4, 2025, in the Nottingham Gymnasium.

For the months of February and March, Grade 4-6 Band Students are participating in an after-school jazz clinic facilitated by Nottingham Band Teacher, Mrs. Summers. These jazz clinics are made possible by the New Holland Education Endowment Fund. Professional musicians from Jazz Alive will be instructing the student clinics.

Nottingham students, staff and faculty celebrated Random Acts of Kindness during the week of February 17 through February 21, 2025. Each day a kindness theme is assigned. Students participated by dressing for the theme of the day and creating a grade level kindness quilt.

On Wednesday, February 19, 2025, the Nottingham faculty volunteered after school at The Lighthouse Youth Center in Oxford. The faculty supported students with their homework, participated in many activities offered by the center. Thank you to Amy Perkins for facilitating this opportunity for the Nottingham faculty.

Nottingham is grateful to the parents who were able to join us for parent/teacher conferences. We will have our next round of conferences on Wednesday, February 26, 2025, from 4:00 until 7:30 p.m.

On Friday, February 14, 2025, five Hopewell students and Mr. Maule traveled to Phoenixville Area Middle School to participate in the PMEA District 12 Band Fest. Our players joined over one hundred twenty-five other band students from twenty-two other Chester County schools. They rehearsed for about six hours during the day and gave a spectacular performance for family and friends at night. We would like to recognize Aileen Barragan, Logan Botkin, Caleb Heller, Juliet Krykew, and Lily Neilson for their dedication, time, and talent to prepare for this festival. We would also like to thank Mr. Maule for taking the students to the PMEA District 12 Band Fest and providing them with this outstanding opportunity.

Hopewell is looking forward to celebrating Read Across America the week of March 3, 2025. Guest readers and activities are planned for this week with students, staff and our school community.

ACCESS testing has concluded along with Edmentum Benchmarks and Diagnostics. Data Team meetings are taking place this week with all teachers and administration to determine current academic needs and future plans in the coming months.

Congratulations to Logan Lafferty who won the Penn's Grove Spelling Bee and will go on to compete in the county bee.

On Friday, February 7, 2025, Penn's Grove supported the Eagles with a pep rally where students competed in games including a staff vs. student dodgeball game. Also on that Friday, there was the Winter Wonderland dance for all seventh and eighth grade students.

Our Ecology club is in the process of building awesome bird houses.

Scheduling for our eighth-grade students will begin this month. The high school will visit to discuss programs on Thursday, February 27, 2025.

On January 31, 2025, OAHS students participated in the Cool Schools Polar Plunge. This event brings together students from all over PA to raise money for the Special Olympics and then participate in a polar plunge. Eight students and two teachers raised \$2,887.17 and then traveled to Citizens Bank Park in Philadelphia to plunge.

On Thursday, February 13, 2025, members of the National English Honor Society went to Jenners Pond to deliver Valentines Day themed poems. After, students stayed and talked to residents.

This Saturday, the cast of Beetlejuice Jr. did a meet and greet at the Oxford Library. Tickets for this production are on sale online for March 6, 7, and 8, 2025 if any are interested in attending.

Mr. Patterson recognized persons who requested to be placed on the the agenda.

RECOGNITION OF
PERSONS WHO
REQUESTED TO BE
PLACED ON THE

Ronnie Lutz, East Nottingham Township, provided a packet of information regarding the executive order against DEI in schools. Believes that SEL and CRT curriculum are in the schools through **My Literacy** and **My World** and that the district is not in compliance with the executive order. Wants compliance in curriculum for the upcoming school year.

Maureen Cavanaugh, West Nottingham, commented on DEI.

On motion by Mrs. Dewees, seconded by Mr. Kloss, BE IT RESOLVED, the Oxford Area Board of School Directors hereby approves the following personnel items:

PERSONNEL

PROFESSIONAL

Appointment

Name: Abigail Satterthwaite
 Position: Elementary Teacher
 Appointment: Temporary Professional Employee
 Salary: Step 3 B \$53,734.00 (prorated)
 Effective: February 26, 2025
 Replacing: Lynda Burtch-Krivansky, transferred

Supplemental Appointments

Name: Jason Baughman
 Position: Girls Track Assistant, Oxford High School
 Salary: \$5,410.00
 Effective: March 3, 2025

Name: Ryan Bracalenti
 Position: Boys Lacrosse Assistant, Oxford High School
 Salary: \$3,530.00
 Effective: March 3, 2025

Name: Barbara Buchanan
 Position: Girls, Lacrosse Assistant, Penn's Grove School
 Salary: \$2,382.00
 Effective: March 3, 2025

Name: Haley Fagan
 Position: Softball Assistant, Oxford High School
 Salary: \$4,524.00
 Effective: March 3, 2025

Name: William Fitzpatrick
 Position: Boys Lacrosse Assistant, Penn's Grove School
 Salary: \$2,382.00
 Effective: March 3, 2025

Name: Anthony Giancatarino
 Position: Baseball, Penn's Grove School
 Salary: \$2,826.00
 Effective: March 3, 2025

Name: John Green
 Position: Softball, Oxford High School
 Salary: \$5,722.00
 Effective: March 3, 2025

Name: Trevor Haney
 Position: Girl's Track, Oxford High School
 Salary: \$6,072.00
 Effective: March 3, 2025

Name: Tyler Harold
 Position: Baseball Assistant, Oxford High School
 Salary: \$4,472.00
 Effective: March 3, 2025

Name: Justin Hostetter
 Position: Boys Tennis, Oxford High School
 Salary: \$4,177.00
 Effective: March 3, 2025

Name: Andrea Jenkins
 Position: Boys Track, Penn's Grove School
 Salary: \$2,394.00
 Effective: March 3, 2025

Name: Hannah Levan
 Position: Girls Lacrosse, Penn's Grove School
 Salary: \$2,770.00
 Effective: March 3, 2025

Name: Antonina Marchesani
 Position: Track, Penn's Grove School
 Salary: \$2,285.00
 Effective: March 3, 2025

Name: Joseph Martinelli
 Position: Boys Lacrosse, Oxford High School
 Salary: \$4,890.00
 Effective: March 3, 2025

Name: Michael May
 Position: Intramural Director, Hopewell School
 Salary: \$993.50
 Effective: January 8, 2025

Name: Gary Mazza
 Position: Boys Lacrosse, Penn's Grove School
 Salary: \$2,770.00
 Effective: March 3, 2025

Name: Nicholas Spano
 Position: Boys Assistant Track, Oxford High School
 Salary: \$5,628.00
 Effective: March 3, 2025

Leaves of Absence

Name: William Fitzpatrick
 Position: Business Education Teacher, Penn's Grove School
 Type: Excess Family Illness
 Number of Days: Up to 34 days
 Effective: Intermittent-January 22, 2025 until the end of the 2024-2025 school year

Name: Kim Martin
 Position: ESL Teacher, Hopewell School
 Type: Excess Family Illness
 Number of Days: Up to 18 days
 Effective: Intermittent-January 22, 2025, until the end of the 2024-2025 school year

Salary Changes

Campbell, Virginia from 4 B \$54,234.00 to 4 B + 24 \$56,750.00 effective February 1, 2025
Ciaccia, Kristen from 8 M + 30 \$68,950.00 to 8 M + 45 \$70,715.00 effective February 1, 2025
Haney, Trevor from 8 M + 45 \$70,715.00 to 8 M + 60 \$72,480.00 effective February 1, 2025
Hill, Valerie from 12 M + 45 \$78,926.00 to 12 M + 60 \$80,691.00 effective February 1, 2025
Holahan, Linda from 7 B \$56,234.00 to 7 B + 24 \$58,750.00 effective February 1, 2025

NON-PROFESSIONAL**Resignation**

Name: Jissel Aguilar
 Position: Food Service 5.75/182, Hopewell School
 Effective: February 13, 2025

Appointments

Name: Jean Byrnes
 Position: Food Service 5.5/182, Oxford High School
 Salary: \$12.25 per hour
 Effective: March 3, 2025
 Replacing: Ashley Smith, transferred

Name: Donna Krom
 Position: Food Service 5.5/182, Penn's Grove School
 Salary: \$12.25 per hour
 Effective: February 26, 2025
 Replacing: Danielle Jackson, terminated

VOLUNTEERS

Jose Ayllon-Ramirez (OEF), Tiffany Galinas, LeAnn Gogel (OEF),
 Daniel Greer, Cara Mason (OEF), Susan Melrath (OEF), Ryan MacNeil
 (OEF), David Ogino (OEF), Stephanie Ogino (OEF), Alison Rodriguez

Aye: 8

Nay: 0

As required by the Public School Code, Section 1108, the Superintendent has certified to the Board Secretary that the work of the Temporary Employees named below are satisfactory since they have now completed their probationary period. The Code requires the Secretary to note that they have attained Professional Employee status in the Board records. They will be notified of this fact and offered a regular contract of employment. This action is ministerial. The power of rating Temporary Professional Employees and certifying them for tenure is reserved to the Superintendent; no Board action is involved. The Secretary will place the following names in the minutes as having attained the status of Professional Employee:

Rhiannon Haven

**AWARDING
 PROFESSIONAL
 CONTRACTS**

On motion by Mrs. Warren, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following consent agenda items:

**CONSENT
AGENDA**

1302 Students

Students named on the attached list are considered residents of the school district for the 2024-2025 school year in accordance with Section 1302 of the Public-School Code.

High School Course Selection Guide

Approval of the Oxford Area High School course selection guide for the 2025-2026 school year, as per the attached.

Special Education Contract

Contract between the Oxford Area School District and UHS of Doylestown LLC d/b/a Foundations Behavioral Health for student-specific services

Aye: 8 Nay: 0

On motion by Mrs. Dewees, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the revision of the following policy:

**2025-2026 SCHOOL
CALENDAR**

Aye: 8 Nay: 0

On motion by Mrs. Dewees, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby authorizes the Administration to work with PFM Financial Advisors LLC, as Independent Financial Advisor, Saul Ewing LLP as Bond Counsel, RBC Capital Markets as Underwriter and the District's Solicitor, to proceed with the planning, preparation and structuring of the issuance of General Obligation Bonds, Series of 2025, the proceeds of which will fund an approximately \$9,000,000 project fund deposit to be used towards new capital improvements of the District as well as for restructuring all or a portion of the District's existing Series of 2018 Bonds, including, but not limited to (i) the establishment of a financing timetable for the 2025 Bonds; (ii) the preparation of and advertisement of a legal ad for consideration of the parameters resolution at the March 18th Board meeting or such later meeting as determined by the Board; (iii) the preparation of materials utilized in a negotiated sale to purchase the 2025 Bonds; (iv) the preparation of a Preliminary Official Statement and appropriate disclosure materials; and (v) other matters with respect to the authorization and issuance of the 2025 Bonds.

CAPITAL PROJECTS

Aye: 8 Nay: 0

On motion by Mrs. Dewees, seconded by Mrs. Warren, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves an Amendment 1 to the Guaranteed Energy Savings Agreement dated February 18, 2025, with McClure Company at a cost of \$6,081,735.00 contingent upon solicitor review and approval.

**GUARANTEED ENERGY
SAVINGS AGREEMENT**

Aye: 8 Nay: 0

On motion by Mr. Atkinson, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the proposal for Professional Services from J.P.D. Architects, LLC, related to the design and development of a turf field and new LED lighting at the Oxford Area School District Stadium, as well as restroom/concession facilities at the Oxford Area High School athletic fields.

**PROPOSAL FOR
PROFESSIONAL SERVICE**

Aye: 8

Nay: 0

On motion by Mrs. Dewees, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the revision of the following policy:

POLICY REVISION

SECOND READING

3000 Series-Business

Policy # 3330 - Reimbursement: Use of Personal Vehicle

To: Board
From: John Miller
Topic: Tax Penalty

CORRESPONDENCE

To: Board
From: Ronnie Lutz
Topic: Executive Order Compliance

Mr. Patterson read the following dates and times for upcoming events. **CALENDAR**

Monday, March 3, 2025, Finance & Budget Meeting, 5 p.m., Administration Building
Tuesday, March 11, 2025, Policy Committee Meeting, 6 p.m., Administration Building
Tuesday, March 11, 2025, Athletics & Student Activities Committee Meeting, 6:30 p.m., Administration Building
Tuesday, March 11, 2025, Facilities & Safety Committee Meeting, 6:45 p.m., Administration Building
Tuesday, March 11, 2025, Work Session, 7 p.m., Administration Building
Tuesday, March 18, 2025, Education Committee Meeting, 6:30 p.m., Administration Building
Tuesday, March 18, 2025, Regular Meeting, 7 p.m., Administration Building

Mr. Patterson announced that the Board met in executive session on March 11, 2025, to discuss the Assistant Superintendent's Contract and will meet again tonight to discuss the same.

**ANNOUNCEMENT OF
EXECUTIVE SESSION**

On motion by Mrs. Dewees, seconded by Mr. Atkinson, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:43 p.m. by a unanimous vote.

ADJOURNMENT

Respectfully submitted,


Brian P. Cooney
Board Secretary

All or a portion of this meeting may be video recorded for the purpose of public broadcast.

