

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

The regular meeting of the Oxford Area Board of School Directors was held on Tuesday, March 21, 2023, in the Board Room. The meeting was called to order at 7:02 p.m. by President Joseph E. Tighe, followed by the Pledge of Allegiance.

ATTENDING WERE:

ROLL CALL

Joseph E. Tighe, President
Mark V. Patterson, Vice President
Robert F. Tenga, Treasurer (via phone)
Michael P. Blessington, Member (via phone)
Kristen E. Dean, Member
Jennifer M. Harrison, Member
Jennifer L. Kehs, Member
William C. Kloss, Member
Eric W. Owens, Member

ALSO ATTENDING WERE:

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

On motion by Mrs. Harrison, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the March 21, 2023, agenda as presented.

**APPROVAL OF
AGENDA**

Aye: 9 Nay: 0

On motion by Mr. Harrison, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the February 14, 2023, Work Session, the February 21, 2023, Regular Meeting and the February 28, 2023, Special Meeting as presented.

**APPROVAL OF
MINUTES**

Aye: 9 Nay: 0

Dr. Woods recognized Dr. Joseph Fullerton and Dr. Gerhardt presented the Career and Tech Education program. Oxford has 166 students who submitted applications to the TCHS program. Twenty-five percent or 265 Oxford Area High School students attend a Technical College High School program.

**SUPERINTENDENT'S
REPORT**

The Building Trades program will be opening at Oxford Area High School in partnership with Chester County Intermediate Unit (CCIU).

Mr. Joseph Lubitsky and Dr. George Fiori of the Chester County Intermediate Unit who presented the CCIU's Core Occupational Education and Categorical Budgets. There will be no increase in the Core or Occupational Education tuition rate for services in the 2023-24 school year.

Oxford's contribution to the Core Budget will remain at \$18,705.00 for the 2023-2024 school year. The Core Services Budget needs to be voted on before April 30, 2023, and the Occupational Education Budget before June 30, 2023.

Dr. Margaret Billings-Jones presented the report for the month of March 2023.

Oxford Area High School senior Clare Yesolonis was awarded three Gold Keys in the 2023 Scholastic Art & Writing Awards. She will move on to national judging on March 23, 2023, in New York City. Congratulations Clare!

First Place Winners in the Hackathon, sponsored by the Chester County Intermediate Unit are Oxford Area High School students Eliot Long, Zachary Stapleton and Ronnie Bednarz. The trio created a wireframe for a mobile app to inform and engage users about conserving and sustainably using the seas, oceans and marine resources. They presented their solution to a panel of technology and environmental experts on February 27, 2023.

SpongeBob the Musical debuted at Oxford Area High School and Moana Jr. debuted at Penn's Grove.

Hopewell and Nottingham celebrated Read Across America by dressing as their favorite character or vocabulary word.

Elk Ridge and Jordan Bank celebrated with Author visit from Miranda Middleman and with books being read to the students by our High School National Honor Society members.

Online registration is available now for the 2023-24 school year. Please see website and QR code for more information.

Professional development continues with a focus on safety, subject content and effective instructional strategies for ELLs.

The Curriculum Committee will meet on April 13, 2023, regarding ELA and Math; April 19, 2020, regarding Science and Social Studies, April 20, 2023, regarding Media, World Language, Music and Art; and April 27, 2023 regarding Business Education, STEM, FCS and Health/PE.

On motion by Dr. Owens, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following financial reports as presented:

**FINANCIAL
REPORTS**

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: 9 Nay: 0

On motion by Mrs. Kehs, seconded by Mr. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the student activities and athletic officials accounts as presented.

**STUDENT ACTIVITY
AND ATHLETIC
OFFICIALS
ACCOUNTS**

Penn's Grove School
Oxford Area High School
Athletic Officials Account

Aye: 9 Nay: 0

On motion by Mrs. Kehs, seconded by Dr. Owens, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following bill lists for payment:

**PAYMENT OF
BILLS**

March 2023

General Fund	\$3,782,923.78
Cafeteria Fund	\$102,324.21
Capital Projects Fund	\$.00
Payroll Distribution	\$1,863,544.39

Aye: 9 Nay: 0

Mr. Kloss stated the Chester County Intermediate Unit is considering some possible real estate transactions. This is based on enrollment increases in CCIU programs.

**REPORT OF
CHESTER COUNTY
INTERMEDIATE UNIT
AND TECHNICAL
COLLEGE HIGH
SCHOOL**

The committee met and reviewed the progress on the Softball Field. Weather permitting, everything looks to be on schedule.

**ATHLETICS AND
STUDENT
ACTIVITIES**

There was a presentation by Mr. Price on adding lacrosse at Penn's Grove. This was approved by the committee and will be on the next work session for discussion.

Fire alarms were fixed and the Penn's Grove Auditorium is completed. The High School roof leak has been repaired, and replacement of the High School hot water heater is scheduled for summer.

**FACILITIES AND
SAFETY**

Emergency Management software was discussed and drills with the School Resource Officers will be taking place.

Mrs. Kehs stated that the committee met on Monday, February 27, 2023, at 4:15-5 p.m. at Hopewell in the LGIA Room.

EDUCATION COMMITTEE

There was a presentation by Jordan Bank covering curriculum, instruction, and assessments. The presentation may be found on the Jordan Bank Kindergarten Center website.

The focus topic was community outreach and parent engagement. There was a suggestion made to develop an app to keep parents and community members engaged and informed.

The next meeting is March 27, 2023, 4:15-5 p.m. and the discussion will focus around the 339 Plan.

Mr. Tenga reported that the Finance and Budget Committee met tonight. May 31, 2023, will be the deadline to adopt the proposed budget and June 30, 2023 is the deadline to adopt the final budget for the 2023-2024 school year.

**FINANCE AND BUDGET
COMMITTEE**

We expect some increases in state and federal funding as well as an increase in special education funding.

We will need to vote on the millage rate for 2023-24 at the next meeting.

Mrs. Harrison reported that the Policy Committee met and reviewed Policies in the 6000 and 7000 series.

POLICY COMMITTEE

Miss Emily Koza reported all school will be off March 31, 2023. Schools will also close for Spring Break, April 3, 2023, through April 10, 2023.

**STUDENT
REPRESENTATIVE'S
REPORT**

All the schools rocked their socks today in support of World Down Syndrome Day.

Elk Ridge has scheduled a field trip to Longwood Gardens on March 22, 2023 and Hat Day is March 30, 2023.

March 24, 2023 will be Nottingham's Spring Into Your Future Spirit Day. Students, staff and faculty at Nottingham celebrated Random Acts of Kindness during the week of February 13-19, 2023. Each day was assigned a kindness theme in which students participated by dressing for the theme of the day.

National Read Across America Week was celebrated the week of February 27 through March 3, 2023. During this week Nottingham students celebrated reading through themed days, the annual vocabulary parade, reading trivia, D.E.A.R. (Drop Everything and Read!), as well as the Oxford Area High School Honor Society students serving as guest readers for our students. These are just a few of the activities that Nottingham students are part of to celebrate reading.

The Nottingham Elementary Intramural program is off and running with three sessions offered to Grade 3-4 students.

The school community is invited to Nottingham Elementary Fine Arts Night on April 20, 2023, 6:00pm-8:00pm. There will be a student art exhibition "A Walk Through the Seasons", a live performance by the Nottingham Band, Orchestra and Chorus and live music by professional musical group, Jazz Alive, sponsored by the New Holland Education Endowment Organization. Local Artists will provide live art demonstrations. The PTO has organized local vendor food trucks for the event.

Hopewell will be having a career day on March 24, 2023.

Penn's Grove had a wonderful performance of Moana Jr. this past weekend. Mr. Hammer and the cast did a spectacular job.

Spring sports have begun at Penn's Grove and students are looking forward to another exciting Amazing Race where the students will be team building on March 30, 2023.

March 22, 2023, will be SAT Day at Oxford Area High School, the Junior Prom will be held April 22, 2023 and April 26, 2023 is senior awards night

NEW BUSINESS

Mr. Tighe allowed time for persons who requested to be placed on the agenda.

Ronnie Lutz-East Nottingham Township, remarked on the Health and Safety Plan and the Flexible Instruction Days (FIDS).

**RECOGNITION OF
PERSONS WHO
REQUESTED TO
BE PLACED ON
THE AGENDAF**

Jennifer Warren - Elk Township, responded to concern over district policy and students having access to material that may be inappropriate for their age, as expressed at an earlier meeting.

Steve Roberts - Elk Township, requested approval for the volunteers from Oxford Educational Foundation (OEF). There are currently 104 OEF volunteers working with OASD.

On motion by Mrs. Kehs, seconded by, Mrs. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following personnel items:

PERSONNEL

Professional Personnel

Retirement

Name: Stephen Cahill
Position: Science Teacher, High School
Effective: Last day of the 2022-2023 school year

Resignation

Name: Viviana Diaz-Perez
Position: .5 Art Teacher/.5 BVA, Jordan Bank/High School
Effective: Last day of the 2022-2023 school year

Supplemental Resignation

Name: Joshua Belford
Position: Football Assistant 1/2, High School 2023-2024
Effective: March 10, 2023

Appointment

Name: Kyle Frost
Position: School Psychologist, District
Appointment: Temporary Professional Employee
Salary: 1 M \$55,422 (prorated)
Effective: April 11, 2023
Replacing: Kevin Griffin, resigned

Supplemental Appointments

Name: Rebecca Fetterolf
Position: Girls Lacrosse Assistant, High School
Salary: \$3343.00
Effective: March 6, 2023

Name: Michael Maitre
Position: Baseball, Penn's Grove School
Salary: \$2292.00
Effective: March 13, 2023

Name: Lori Robinson
 Position: Softball Assistant, Penn's Grove School
 Salary: \$2355.00
 Effective: March 13, 2023

Name: Brian Urig
 Position: Department Chair Science/Vo Ag 1/4, High School
 Salary: \$237.50
 Effective: Second semester of the 2022-2023 school year

Change in Supplemental Appointments

Name: Stephen Cahill
 Position: From: Department Chair Science/Vo Ag, High School
 Type: To: Department Chair Science/Vo Ag, 3/4, High School
 Effective: Second semester of the 2022-2023 school year

Name: David Thomas
 Position: From: 2023-2024 Football Assistant 1/2, High School
 To: 2023-2024 Football Assistant, High School
 Salary: From: \$2,452.00 To: \$4,904.00
 Effective: March 10, 2023

Leaves of Absence

Name: Kate Conner
 Position: Grade 3 Teacher, Nottingham School
 Type: Excess Family Illness
 Number of Days: Up to 10 days until the end of the 2022-2023 school year
 Effective: March 22, 2023

Name: Matthew Grandinetti
 Position: Physical Education Teacher, Penn's Grove School
 Type: Excess Family Illness
 Number of Days: Up to 14 days until the end of the 2022-2023 school year
 Effective: March 22, 2023

Salary Changes-Professional

Hill, Valerie, from 10 M \$66,438 to 10 M + 15 \$68,780 effective February 1, 2023

Moran, Abigail, from 4 B + 24 \$55,576 to 4 M \$58,422 effective February 1, 2023

Musacchio, Katelyn, from 8 M + 15 \$65,102 + \$250 to 8 M + 30 \$66,489 + \$250 effective February 1, 2023

Musselman, Christina, from 10 M + 30 \$70,167.00 to 10 M +45 \$71,610.00 effective February 1, 2023

Orloski, Angela, from 10 M + 45 \$71,610 to 10 M + 60 \$73,053 effective February 1, 2023

Non-Professional

Resignation

Name: Amanda Wroten
 Position: Special Education Confidential Secretary, District
 Effective: March 3, 2023

Name: Kim Farrington
 Position: Cafeteria Aide, Elk Ridge School
 Effective: March 24, 2023

Transfer

Name: Julie Wentzel
Position: From: Confidential Secretary to Supervisor of Special Education,
District
To: Confidential Secretary to Director of Special Education,
District
Salary: From: \$38,395.00
To: \$44,500.00
Effective: March 22, 2023
Replacing: Amanda Wroten, resigned

Volunteers

John Allen, Brenda Arizmendi, Peggy Bachman (OEF), Maritza Bacon, Rachel Bailey, Denise Balfour (OEF), Justin Bendis, Danny Bernal, Anthony Bulfaro, Kimberly Bulfaro, Brian Coe, Jenna Conner, Owen Crescenzo, Melissa Crowell, Catherine Dannunzio, Marlana Dreyer, Jessica Duran, Danielle Farmer, Angel Flores-Ortiz, Alexia Galli-Dreyer, Pauline Garcia-Allen, Michael Keenan, Ashley Loesch, John Martinelli, Michael Martinelli, Hope Miller, Eric Owens, Deneane Platt, Thomas Quinci (OEF), Nicolas Sandoval, Mary Slauch (OEF), Alycia Torello, Ashley Walton, Megan Walton,

Aye: 9 Nay: 0

On motion by Dr. Owens, seconded by Mrs. Harrison, BE IT RESOLVED, That **CONSENT AGENDA** the Oxford Area Board of School Directors hereby approves the following consent agenda items:

Section 1302 Students

Students named on the attached list are considered residents of the school district for the 2022-2023 school year in accordance with Section 1302 of the Public-School Code.

CCIU Budgets

Approval of the 2023-2023 Chester County Intermediate Unit Core Occupational Education and Categorical Budgets.

Chester County Tax Collection Delegates

Primary voting delegate: Brian Cooney
Secondary voting delegate: Evette Shaffer
Alternate voting delegate: Lisa Kell

Special Education Contract

Approval of the contract between the Oxford Area School district and The Pilot School for student-specific services for the 2023-2024 school year, as per the attached.

Aye: 9 Nay: 0

On motion by Mrs. Harrison, seconded by Mr. Owens, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby authorizes Dr. David A. Woods, Superintendent, to execute any and all documents related to the Government Entity Release of All Claims in the matter of the Juul Labs, Inc. ("JLI"), Marketing, Sales Practices, and Products Liability Litigation. **DOCUMENT RELEASE**

Aye: 8 Nay: 1 (Kehs)

On motion by Mrs. Dean, seconded by Mr. Kloss, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the Health and Safety Plan template for the ARP_ESSER Fund. (American Rescue Plan Elementary and Secondary School Emergency Relief Fund) **HEALTH AND SAFETY PLAN**

Aye: 8 Nay: 1 (Kehs)

On motion by Dr. Owens, seconded by Mrs. Dean, BE IT RESOLVED, That That the Oxford Area Board of School Directors hereby approve the Contract between the Oxford Area School District and Michael Garrison Director of Human Resources, as per attached. **HUMAN RESOURCES DIRECTOR CONTRACT**

Aye: 9 Nay: 0

On motion by Mrs. Dean, seconded by Mr. Kloss, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approve the attached resolution for the Oxford Area School District to issue a Statement of Charges and Notice of Hearing against Andruue Weber. **NOTICE OF HEARING**

Aye: 9 Nay: 0

The Oxford Area Board of School Directors is considering the revision of the following policies: **POLICY REVISION FIRST READING**

6000 Series - Instruction

Policy #6300 - Materials Selection -Libraries
Policy #6310 - Resource Materials

The Oxford Area Board of School Directors is considering the revision Of the following policy: **POLICY REVISION SECOND READING**

6000 Series - Instruction

Policy #4410- Volunteers

On motion by Mrs. Kehs, seconded by Mrs. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the readoption of the following policies. **POLICY READOPTION**

6000 Series - Instruction

Policy # 6350 - Livestream Videos
Policy # 6400 - Emergencies: School Closings
Policy # 6410 - Emergencies: Evacuation Drills
Policy # 6420 - emergency Procedures
Policy # 6220 - Home Education Program

Policy # 6700 - Ceremonies: Baccalaureate

Policy # 6800 - Services Available to Nonpublic School Students

7000 Series - Programs

Policy # 7000 - Strategic Plan

Policy # 7100 - Assessments

Policy # 7200 - Curriculum Review by Parents and Students

Policy # 7210 - Adoption of Textbooks

Aye: 9 Nay: 0

A copy of the policies listed is available in the Administration Building, 125 Bell Tower Lane, Oxford, PA, for examination and comment. The policies can be viewed on the website at www.oxfordasd.org. The public is encouraged to stop in and read these policies or visit our website.

Mr. Tighe read the following dates and times for upcoming events.

CALENDAR

Monday, March 27, 2023, Education Committee, 4:15 p.m., Hopewell Elementary, LGIA Room

Tuesday, April 11, 2023, Facilities & Safety Committee, 6:00 p.m., Administration Building

Tuesday, April 11, 2023, Athletics & Student Activities Committee, 6:15 p.m., Administration Building

Tuesday, April 11, 2023, Policy Committee, 6:30 p.m., Administration Building

Tuesday, April 11, 2023, Work Session, 7 p.m., Administration Building

Tuesday, April 18, 2023, Regular Meeting, 7 p.m., Administration Building

Monday, April 24, 2023, Education Committee, 4:15 p.m., Hopewell Elementary, LGIA Room


Mr. Tighe announced the Board met in executive session on March 14, 2023, to discuss legal and personnel items.

**ANNOUNCEMENT OF
EXECUTIVE SESSION**

On motion by Mrs. Dean, seconded by Mrs. Harrison, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:24 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.