

**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, 2017, in the District Board Room. The meeting was called to order at 7:00 p.m. by President Richard M. Orpneck followed by the Pledge of Allegiance.

**ATTENDING WERE:**

**ROLL CALL**

Richard M. Orpneck, President  
Mark V. Patterson, Vice President  
Lorraine D. Bell, Member  
Rebecca Fetterolf, Member  
Stephen R. Gaspar, Member  
Gary E. Olson, Member  
Howard S. Robinson, Member  
Robert F. Tenga, Member

**ABSENT WAS:**

Joseph E. Tighe, Treasurer

**ALSO ATTENDING WERE:**

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

On motion by Mrs. Bell, seconded by Mrs. Fetterolf, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby amends the March 21, 2017 agenda as per the following: Movement of C-2 from consent agenda to separate item 5-D.

**AMENDMENT OF  
AGENDA**

Aye: 8      Nay: 0

On motion by Mr. Gaspar, seconded by Mr. Olson, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the March 21, 2017 agenda as amended.

**APPROVAL OF  
AGENDA**

Aye: 8      Nay: 0

Mr. Orpneck allowed time for public comment. There was none.

**PUBLIC COMMENT  
CONCERNING  
ITEMS ON THE  
AGENDA**

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the February 14, 2017 Work Session and the February 21, 2017 Regular Meeting as presented

**APPROVAL OF  
MINUTES**

Aye: 8      Nay: 0

Mr. Woods yielded his time to Dr. Margaret Billings-Jones who reported on events held in the district in the month of March. **SUPERINTENDENT'S REPORT**

The Oxford Reading Club met in March at Nottingham School. Administration, faculty and parents worked with and encouraged students who were authoring their own books. These books will be showcased in May.

A Parent University was held at Nottingham on March 8, 2017. Mr. Messick, Mr. Koch and Miss Fancy presented the resources such as ST Math and interactive vocabulary games available to help students with Math and English .

Family Read, has been postponed until March 29, 2017 at Nottingham. The theme is Dr. Seuss Read Across America.

"Hop On In" is the theme for First Friday on April 7, 2017. Elk Ridge administration and faculty will be manning the table during this event and in May it will be the Nottingham administration and faculty.

A survey has been sent out for the summer reading program. There is more information on this through the district website. The goal of the summer reading program is to establish a reading program for all students in the district not only the honors and AP student. It is important for all of our students to continue reading over the summer.

English Language Arts teachers and building principals were instrumental in choosing the books on the summer reading list for K-12. Books that would be most effective and interesting for students at all grade levels were reviewed and selected.

The Oxford Public Library is partnering again with the district to provide access to summer reading books. Digital titles will also be available.

Over 170 participated in a recent survey and grades K-12 were represented in this survey. The highest participation was in the 9<sup>th</sup> grade parents at 26% and the lowest at 10% was from kindergarten parents. Over 80% of those surveyed stated they will be using actual hardcopy books for their reading this summer.

Summer school title programs will run July 10-August 3, 2017, 8:15-12:45 Monday through Thursday with transportation provided. Applications are due by May 1, 2017. Breakfast and lunch will be provided.

Summer Academies will be available again this year for students currently in second through eighth grade. These programs will run the month of July and include music, art, youth fitness, math, stem, computer science, and young authors. Scheduling and more information is available on the website.

Professional development continues. Library, Reading Specialists and ESL teachers will receive advanced instruction in techniques for the iPad through the Apple Corporation. Curriculum planning continues focusing on Social Studies design. Health and PE will be the focus in April.

PSSA's will take place April 3-7, 2017 for English Language Arts; April 24-28, 2017 for Math; May 1-5, 2017 for Science. Keystone Exams for Algebra, Biology and Literature are May 15-25, 2017.

On motion by Mr. Olson, seconded by Mr. Gaspar, 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
  - d. Other Programs Report
2. Cafeteria Fund Treasurer's Report
3. Capital Projects Fund Treasurer's Report

Aye: 8      Nay: 0

On motion by Mr. Olson, seconded by Mr. Gaspar, 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: 8      Nay: 0

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following bill lists for payment:

**PAYMENT OF BILLS**

**February 2017**

General Fund	\$1,349,112.38
Cafeteria Fund	\$72,191.90
Capital Projects Fund	\$70,412.00
Payroll Distribution	\$1,698,290.52

Aye: 8      Nay: 0

**REPORTS**

Mr. Robinson stated all his meetings were cancelled due to the snow. He has no report.

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

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby accepts the report from Mr. Robinson, Chester County Intermediate Unit and Technical College High School Representative.

Aye: 8      Nay: 0

**REPORT OF CHESTER  
COUNTY SCHOOL BOARDS  
LEGISLATIVE COUNCIL  
REPRESENTATIVE**

Mr. Tenga reported that the Legislative Council met on, March 7, 2017. There was a guest speaker, Dr. Marty Dudash who spoke regarding basic education funding. He stated the total proposed increase in the basic education fund is \$100,000,000. He reviewed the formula used to determine the distribution. There is also a transportation formula change in the works.

HB 648 is an emergency basic education subsidy which will help with funding in case there is no budget by August 15, 2017.

SB 412 requires school districts to post the fund balances of surplus or undesignated funds on the website.

SB 420 speaks to creating a statewide health consortium to take health care off the bargaining table for school districts

HB 564 refers to graduation required civics exams that students must pass at least 60% of to graduate from high school. This is actually required in several states.

SB 356 deals with a senior citizen property tax freeze. This would freeze taxes for residents over 65 and the state would pay the difference to the school district.

SB 383 would allow school personnel to carry weapons into schools.

HB 349 would amend the school code regarding transportation contracts.

HB 350 would require pre-employment drug screening for all prospective employees of public and private schools, intermediate units and area vo-tech schools, including independent contractors and their employee

HB 351 refers to charter school fund balances similar to the school district fund balance bill.

HB 361 would allow retired teachers to substitute up to 90 day per year. This is an increase over what they are allowed now.

SB 295 would create a 2 year kindergarten program, 5 hours per day for children ages 4-6 years.

The following bills are making progress or have been approved by committee:

SB 167 Paycheck Protection Act

SB 227 Superintendent Contract Timelines

SB 229 Mandate Leave

HB 73 School Calendar has been referred to committee.

HB 178 School Security

HB 224 Epi Pen Administration

At the federal level there are expected to be cuts to Medicaid and the Federal Transgender Guidelines have been rescinded.

HR 610 Choices in Education Act of 2017, has been referred to the House Committee on Education and the Workforce. This act would create a national voucher program.

The Legislative Breakfast will be held on April 21, 2017.

On motion by Mr. Gaspar, seconded by Mrs. Fetterolf, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby accepts the report from Mr. Tenga, Chester County School Boards Legislative Council Representative.

Aye: 8      Nay: 0

Mr. Cooney stated that the committee met prior to the Work Session. Preliminary budget figures for 2017-2018 were discussed as well as a potential for a tax increase. The committee agreed that the district needs to assign \$2,800,000 of our unassigned fund balance to capital projects and healthcare.

**BUDGET AND FINANCE  
COMMITTEE**

Mr. Olson stated that the committee met and discussed professional development and use of technology. Training in advanced iPad techniques will be taking place for the high school and middle school. The first training session will be for the librarians and special needs teachers.

**TECHNOLOGY  
COMMITTEE**

Security cameras are being added to Jordan Bank School and Hopewell School.

Mrs. Bell stated that the committee has not met. They will meet in April.

**POLICY COMMITTEE**

March 7,8 and 9, 2017 kindergarteners enjoyed participating in "Math is a Picnic" presented by the Lancaster based museum, Hands-on-House.

**STUDENT  
REPRESENTATIVE'S  
REPORT**

On March 24, 2017, Nancy Viau will be the Author in Residence. She has written children's books such as *Storm Song*, *City Street Beat*, and *Just One Thing*.

Jordan Bank will host a Principal's Coffee on March 29, 2017 at 8:30 a.m. and hold a Parent University on March 30, 2017 at 5:30 p.m. Penn State University will be partnering with Jordan Bank to work with families on fun, fast and healthy foods.

Kindergarten Registration for the 2017-2018 school year will be open April 18, through April 21, 2017. Times are: Tuesdays and Thursdays from noon to 3 pm and from 4 to 7 pm, and Wednesdays and Fridays from 9 am to 3 pm. It is a drop in event so no appointment is necessary. After April 21, 2017, an appoint will need to be scheduled with the school districts registrar.

At Elk Ridge the Students of the month were recognized and congratulated. Over 3600 bee tickets were handed out for positive behavior throughout the month of January. The 2nd grade students completed the Rocky's Reading Challenge and Rocky Blue Winkle visited Elk Ridge where the students received tickets for a Blue Rocks Game in June.

NEHS came and read to the kids for Read Across America Day on March 2, 2017.

At Nottingham School the Student Wide Positive Behavior Support Team reported that 40 students from grades 3 and 4 earned Hornet 200 Green tickets between February 22nd and March 17th for exemplifying the schools characteristics of respect, honesty, responsibility, and effort.

March 23, 2017 is the Fine Arts Night at Nottingham starting at 6 pm. The hand bell ensemble and band will be playing music while local artists will showcase their work along with the Nottingham students art pieces. The Art Club worked hard to decorate the hallways with the showcased student artwork.

Students from Nottingham wrote essays thanking Mr. Woods for allowing them to have music in the schools and how music and art help them in school. The top essay writers were selected and will have a special rehearsal with "Simple Gifts" a music group who will be presenting a live performance to the students during the day and during the Fine Arts Night. This was all funded by the Pennsylvania Arts Council grant written by Lisa Summers, the Nottingham Band/Music Teacher.

During the week of February 27, 2017, the OAHS National English Honor Society read to grade 3 and 4 students for Read Across America.

Nottingham held its second annual Vocabulary Parade where students dressed as their favorite vocabulary word. Some other activities included: Twin Day, Flashlight Friday, and Read My Shirt Day.

A Parent University was held on March 8, 2017. Tutorials were offered to parents on using electronic resources utilized by the district. Parents were guided through many of the resources offered such as Pearson, ST Math, and the online library in addition to learning how to access information on iPads and desktops.

Hopewell students participated in the Crime Victims of Chester County program. On March 7 through March 10, 2017 the fifth grade students attended a program focused on conflict resolution strategies and sixth grade students attended a program on how to manage conflict focusing on social networks, text messages, chat rooms and more.

Hopewell students and staff celebrated Read Across America with students dressing as their favorite book characters. There was also a Dr. Seuss guest reader day including community and district readers. Marple Newtown School District's STEM classes visited and shared the great things happening in their district with our students.

Students raised money for the American Cancer Society through the Pie the Teacher in the cafeteria on March 16, 2017. Students and teachers had fun and were able to raise money for this cause.

Congratulations to Kevin Walsh, Jesse Palita, Sydney Dunlap and Lexi Renner who participated in the Habitat for Humanity, Build a Dream House competition.

Hopewell students are currently collecting "Pennies for Patients" for the Leukemia and Lymphoma Society.

Thirty-seven Hopewell girls will be attending Girls Exploring Tomorrows Technology Day on Saturday, March 25, 2017. This event is held at West Chester East High School and is for girls in grades 5-10 interested in the STEM programs.

Dr. Pam Brown recently presented on the topic of leadership at a national conference in Dallas, Texas.

Congratulations to Penn's Grove wrestlers Ronnie Fulton, Cooper Johnson, and Cannon Hershey who all qualified for the PA Junior National State Tournament for wrestling.

On March 10 and 11, 2017 the Penn's Grove Drama Club put on a spectacular production of scenes from the movie Frozen.

Students of the month were congratulated and recognized. Eighth grade students are currently getting ready for High School next year with course selections and are preparing for the PSSA's.

The Oxford Area High School National Honor Society held its annual spring blood drive today. Many students and staff participated, both volunteering and donating.

FBLA students will participate in the state competition April 2 through April 5, 2017 at Hershey Park and the Chorus and Band trip to Universal Studios and Sea World in Orlando is from March 29 to April 3, 2017.

The High School talent show is being held this Friday, March 24, 2017.

Rotary Seniors of the Month are Sarah Johnson and Morgan Curl. Students of the month were recognized and congratulated for their hard work.

SHS is currently working the Pulsera Project at lunches. They are selling handmade bracelets and bags to donate to Spanish-speaking countries to aide with education, food, and other support.

Helping Hands and Leos are both participating in Earth Day coming up on April 20th. They will go into town and clean the sidewalks, railroad tracks, weed the planters, and help the businesses as well.

As mentioned before the National English Honor Society participated in Read Across America day, going to younger grades and reading to them. It was very successful.

On February 22, 2017, the school held a NOPE assembly where speakers came to share personal stories about how harmful drugs and alcohol can be, and "One Time Can Kill".

Students are currently working on scheduling their classes for next school year.

**REPORT OF SCHOOL  
PROGRAMS**

Mr. Woods congratulated members of the high school varsity swimming and wrestling teams who qualified for the PIAA state championship held earlier this month. Senior, Morgan Kurl made her fourth straight trip to the state championship, held last weekend at Bucknell University. She placed fifth in the 200 meter freestyle and fourth in the 500 meter freestyle at the District 1 championship. At states Morgan placed fifth in the 200 meter freestyle. Junior, Jeff Darhower competed in 200 and 500 meter freestyle events at Bucknell, tying for third place in the 200 and placing fifth in the 500 at Districts. This is Jeff's second straight trip to the state championship. Sophomore, Michael Fazio competed in the 200 meter freestyle at states after placing fifth at Districts.

Senior wrestler, David Cox qualified for the state championship, held earlier this month, after placing first in the 170 pound division at Ches-Mont League, District 1 and Region 1 championship meets. This was David's second straight trip to state championships.

Congratulations to Oxford Area High School senior Gabrielle Murphy who was honored for exemplary volunteer service for the Presidents Volunteer Service Award. The award recognized Americans of all ages who volunteered significant amounts of their time to serve their communities. Gabrielle was recognized for the time she devoted as a junior township supervisor for Lower Oxford and her work as a volunteer cheer coach for the Oxford Golden Bears and for her service as a Life Skills tutor at Oxford Area High School and for her work with special needs children in the Oxford community.

This record of service was recently recognized by the Chester County Chapter of the Daughters of the American Revolution, who chose Gabrielle as the recipient of their 2017 Good Citizenship Award.

**NEW BUSINESS**

On motion by Mr. Olson, seconded by Mrs. Fetterolf, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following professional personnel:

**PERSONNEL-  
PROFESSIONAL****Supplemental Appointments**

Name: John Ciotola  
Position: Girls Track, Penn's Grove School  
Salary: \$2,151.60  
Effective: March 7, 2017

Name: George Hildebran  
Position: Boys Track, Penn's Grove School  
Salary: \$2,151.60  
Effective: March 7, 2017

Name: Megan Meyer  
Position: Track, Penn's Grove School  
Salary: \$2,151.60  
Effective: March 7, 2017



**Leaves of Absence**

Name: Herbert Hayes  
Position: Principal, Elk Ridge School  
Type: Excess Family Illness  
# days: up to 2 days  
Effective: March 21, 2017 until the end of the 2016-2017 school year

Name: Valerie Hill  
Position: Art Teacher, Oxford Area High School  
Type: Excess Family Illness  
# days: up to 1 day  
Effective: March 23, 2017

Name: Michael Means  
Position: Social Studies Teacher, Oxford Area High School  
Type: Excess Family Illness  
# days: up to 3 days  
Effective: March 9, 2017 until the end of the 2016-2017 school year

Name: David Pugliese  
Position: Elementary Teacher, Hopewell School  
Type: Excess Family Illness  
# days: up to 30 days  
Effective: March 7, 2017 until the end of the 2016-2017 school year

Aye: 8      Nay: 0

On motion by Mr. Olson, seconded by Mr. Tenga, BE IT RESOLVED, That **PERSONNEL-NON**  
the Oxford Area Board of School Directors hereby approves the following **PROFESSIONAL**  
additional non-professional personnel:

**Resignation**

Name: Susan Bowers  
Position: Instructional Aide-Special Education, Hopewell School  
Effective: March 22, 2017

**Increase in Salary**

Name: Marsha Phillips  
Position: Confidential Secretary to the Assistant Superintendent, District  
Salary: From: \$43,980.00  
To: \$45,480.00  
Effective: February 13, 2017

**Transfer**

Name: Marie Taylor  
Position: From: Cafeteria Aide, Nottingham School  
To: Instructional Aide-Special Education, District  
Salary: \$11.09 per hour  
Effective: March 22, 2017  
Replacing: Dawn Hild, Resigned

Aye: 8      Nay: 0

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following additional volunteer personnel:

**VOLUNTEERS**

AMBER ADAMS, TIFFANY ADAMS, CARL BENKE, CHRISTINE BENKE, RYAN BRACALENTI, JENNIFER BUCK, TIMOTHY COEN, VALERIE CUBEL, YVETTE DIVELY, STEPHANIE GARVIN, CHRIS GRASTY, NANCY GREER, CLAUDETTE GUTHERIE, GARY HAM, JESSICA HANKINS, TYLER HAROLD, JOAN NICOLE HARTMAN, MICHAEL ALAN HARTMAN. GARY JONES, STEPHANIE KEENAN, STEVEN KEENAN, KHRISTINE KING, NORMAN LONAS, JANET MARCOTTE, TILANDA LEE MCMILLAN, MICHELLE OLVERA, JETTA PIERCE, YVETTE RODRIGUEZ, VALERIE ROSS, RACHELLE SCHOESSLER, CRYSTAL STEVENS, KIRBY STROHMAIER, AMY VANELLA, ROBERT VAN ZYL, JASON WEIR, CHARLES WILLISTON, KAREN WILLISTON, MATTHEW WOOLSTON

Aye: 8      Nay: 0

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

**CONSENT AGENDA**

**Graduation Date**

- Approval of the graduation date for the Class of 2017 as June 2, 2017.

**Cash Reserve Investment Management Agreement**

- Acceptance of the Cash Reserve Investment management Agreement between the Oxford Area School District and Fulton Financial Advisors as per attached.

**Expulsion Waivers**

- Acceptance of the Expulsion Waivers for the following students:
  - o xxxxxx2768
  - o xxxxxx7762

Aye: 8      Nay: 0

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED, That The Oxford Area Board of School Directors hereby approves the required summer reading books for the district summer reading program as per attached list.

**REQUIRED SUMMER  
READING**

Aye: 8      Nay: 0

Mr. Orpneck announced the following upcoming meetings and events:

**CALENDAR**

Tuesday, April 11, 2017, Policy Committee, 6:15 p.m., Administration Building  
Tuesday, April 11, 2017, Work Session, 7:00 p.m., Administration Building  
Tuesday, April 18, 2017, Regular Meeting, 7:00 p.m., Administration Building  
Tuesday, May 9, 2017, Work Session, 7:00 p.m., Administration Building  
Tuesday, May 16, 2017, Regular Meeting, 7:00 p.m., Administration Building  
Tuesday, June 13, 2017, Work Session, 7:00 p.m., Administration Building

March 21, 2017

Tuesday, June 20, 2017, Regular Meeting, 7:00 p.m., Administration Building

Mr. Orpneck allowed time for recognition of visitors. There were none. **RECOGNITION OF VISITORS**

There were none

**FOLLOW-UP TO  
COMMUNITY  
QUESTIONS/CONCERNS**

On motion by Mr. Olson, seconded by Mrs. Fetterolf, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:32 p.m. by a unanimous vote. **ADJOURNMENT**

Respectfully submitted,



Brian P. Cooney  
Board Secretary

