

**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, October 15, 2019, in the District Board Room. The meeting was called to order at 7:01 p.m. by President Joseph E. Tighe followed by the Pledge of Allegiance.

**ATTENDING WERE:**

Joseph E. Tighe, President  
Mark V. Patterson, Vice President  
Robert F. Tenga, Treasurer  
Kristen E. Dean, Member  
Stephen R. Gaspar, Member  
Gary E. Olson, Member (7:02)  
Eric W. Owens, Member  
Howard S. Robinson, Member  
Jenifer A. Warren, Member

**ROLL CALL**

**ALSO ATTENDING WERE:**

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

On motion by Mr. Tenga, seconded by Mr. Patterson, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the October 15, 2019 agenda as presented.

**APPROVAL OF  
AGENDA**

Aye: 9      Nay: 0

On motion by Mr. Patterson, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the September 19, 2019 Work Session and the September 17, 2019 Regular Meeting as presented.

**APPROVAL OF  
MINUTES**

Aye: 9      Nay: 0

Dr. Margaret Billings-Jones presented her goals for the 2019-2020 school year.

**SUPERINTENDENT'S**

1. Continuity, Consistency and Communication Pre K-16
2. Programming and Curriculum
3. Community Outreach and Involvement
4. Staffing

First Friday was kicked off by Jordan Bank and Dr. Hamburg's staff reaching out to the community at the Title Table.

For our federal programs, the Oxford Reading Club will meet on October 9, 2019, 6:00 p.m. at Hopewell Elementary and the first Family Read of the year will be held on October 16, 2019 at Jordan Bank.

Turn The Page Tuesday with Dr. Hamburg is a YouTube presentation where books are read to children. Guest readers are people in the

neighborhood such as local fire fighters, police officers, and YMCA directors, etc. Books are read in Spanish and English.

Professional Development continued on October 14 and 15, 2019 with topics of Students' Safety, Fire Safety and Prevention, Drug Trends and Vaping, Math in Focus, Corrective Reading, and Building Initiatives.

The next Professional Development day will be November 5, 2019.

On motion by Mr. Tenga, seconded by Dr. Owens, 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 Mr. Olsen, 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: 9      Nay: 0

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

**PAYMENT OF  
BILLS**

**October 2019**

General Fund	\$4,275,590.89
Cafeteria Fund	\$103,832.63
Capital Projects Fund	\$81,467.20
Payroll Distribution	\$1,790,254.14

Aye: 9      Nay: 0

**REPORTS**

Mr. Robinson reported that the CCIU Board met on September 18, 2019.

Dr. Jacalyn Auris, Director of Student Services introduced her assistant directors who gave an overview of the Student Services Division. Dr. Riccio and Mr. Ewing are responsible for creating programs to help students succeed. There are eight programs which were highlighted: Transition Pathway; Horticulture;; Social Emotional Learning(SEL); PREPARE; Question, Persuade and Refer(QPR); Telepractice; Verbal Behavior Project and Remote Coaching.

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

Chester County College Fair is scheduled for Monday, October 21, 2019, 6-8 p.m. at Exton Square Mall.

CCIU Innovation Lending Library allows educators in Chester County to borrow cutting edge, innovative technology equipment.

On Wednesday, October 16, 2019 the CCIU will be celebrating fifty years of providing Career and Technical Education in Chester County beginning at 5:15 p.m. followed by the Board of Directors meeting at 7:30 p.m. These events will take place at the TCHS-Pickering Campus.

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

Aye: 9      Nay: 0

Dr. Owens reported the Council met on September 24, 2019.

**CHESTER COUNTY  
SCHOOL BOARDS  
LEGISLATIVE COUNCIL**

The Special Education Funding Committee will reconvene on November 30, 2019 and issue reports on the new funding formula.

PDE has been directed to provide assistance for AP Exams.

Act 18, the School Safety and Trauma Bill was reviewed.

The governor has directed PDE to create new regulations for Charter Schools specifically around issues of transparency.

The next Legislative Council meeting will be October 23, 2019.

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

Aye: 9      Nay: 0

The Facilities Committee met and discussed projects and the Budget for 2019-2020.

**FACILITIES COMMITTEE**

The Budget and Finance Committee will meet on November 19, 2019.

**BUDGET AND FINANCE  
COMMITTEE**

The Policy Committee met on October 8, 2019 and continues with policy review of the 7000 Series. Policies in the 4000 Series are on the agenda for revision approval along with the 6000 and 7000 Series for re-adoption.

**POLICY COMMITTEE**

Jordan Bank will hold a Parent University on Friday, November 1, 2019, 8:30 a.m. and 2:15 p.m. to discuss expectations for your child's first parent/teacher conference.

**STUDENT  
REPRESENTATIVE'S  
REPORT**

Additionally, Jordan Bank will recognize American Education Week during the week of November 11, 2019. There are a number of activities already planned which are listed on the school's webpage.

Elk Ridge first and second grade will be taking field trips, picture retakes are October 30, 2019 and conferences will be held on November 7 and 14, 2019.

At Nottingham, STEM Instructor Mr. Barcus, has been busy delivering lessons to the third and fourth grade students. He will be working with the students on Coding skills with the Ozobots.

Nottingham is gearing up for Red Ribbon Week. The Red Ribbon celebration aims to create bully prevention and drug awareness in our school. Throughout the month of October, Nadine Callan, Guidance Counselor, is conducting guidance lessons on the topic of bullying prevention.

Student Picture Retake is scheduled for October 24, 2019 and on Wednesday, November 6, 2019 Nottingham will host the Oxford Reading Club. 6:00 p.m.-7:30 p.m.

Hopewell's Picture day will be held October 21, 2019. The picture day forms have been sent home. Parents may sign up online or send the form back to homeroom teachers.

Hopewell is partnering with Chester County Youth and Family Services with a truancy prevention grant. Students will have an opportunity to attend a Phillies Day at Citizen's Bank Park as part of this program. Requirements include good citizenship, academic standing, and attendance.

During the week of September 23, 2019, Jordan Bank and Penn's Grove collaborated to hold activities to celebrate "Start With Hello Week". The Sandy Hook Promise Foundation initiated "Start With Hello Week" to promote a culture of kindness and inclusion in our schools.

On Wednesday, September 25, 2019, twenty-two seventh grade students accompanied Penn's Grove's counselor, Mrs. Doherty, to Jordan Bank to lead the kindergarteners in a lesson about practicing kindness and inclusion in their peer interactions.

On October 22, 2019 our seventh grade students will participate in the Cruisin' Smart assembly for Red Ribbon Week and picture retakes will be October 24, 2019.

Homecoming week kicked off with a senior victory at the Powderpuff game. Students participated in spirit days all week and the Homecoming parade and football game, were Friday, October 11, 2019. Christian McCartney and Brooke Rush were crowned homecoming king and queen, and the sophomore class was awarded the spirit stick.

Thank you to Ms. Webber and student council for coordinating one of the biggest weeks of the year.

Career Day coordinators are looking for presenters for Thursday, November 14, 2019. If you'd be interested in sharing information regarding your vocation, please contact our Guidance Office at 610-932-6646.

Conferences will be held Wednesday, October 23, and October 30, 2019 from 4-7:30 p.m.

Mr. Woods congratulated five Oxford Area High School Alumni who were part of the nineteenth class to be inducted into the Sports Wall of Fame. Inductees were the late Richard "Bud" Draper, Class of 1953; Clyde Prigg, Class of 1970; Dale Edwards, Class of 1974; Meredith Henry Musselman, Class of 1997; Stacy Pinno Maurer, Class of 2008.

**REPORT OF  
SCHOOL  
PROGRAMS**

The late Ken Howett was honored with a permanent plaque on the wall of the gymnasium.

Three members of the High School Golf Team qualified to compete in the PIAA District 1 championships held on October 7, and 8, 2019 at Turtle Creek Golf Course. Junior Rocco Giannangeli, senior Becca Fields and junior Joseph Madden participated and placed well in the event.

Parents who are experiencing difficulty viewing their student's information with the online Snap Code program may receive assistance at Jordan Bank School on October 16, 2019, 11 a.m.-3 p.m. and on October 17, 2019 at Penn's Grove, 9 a.m.-2 p.m.

Oxford Borough, Oxford Arts Alliance and Oxford Main Street are searching for a design to become the official flag of Oxford. Applications are available on the district website. The deadline for submission is Friday, November 22, 2019. The winner will receive a \$500 honorarium.

**NEW BUSINESS**

Mr. Tighe allowed time for persons who requested to be placed on the agenda. There were none.

**RECOGNITION OF  
PERSONS WHO  
REQUESTED TO  
BE PLACED ON  
AGENDA**

On motion by Mr. Olsen, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following professional personnel items.

**PERSONNEL-  
PROFESSIONAL**

**Resignations**

Name: Joshua Belford  
Position: .5 Physical Education Teacher, Jordan Bank School  
Effective: September 27, 2019

Name: Mark Kauppila  
Position: Assistant Director of Technology, District  
Effective: October 14, 2019

Name: Corinne Olintz  
Position: ESL Teacher, Nottingham School  
Effective: To Be Determined

### Supplemental Appointments

Name: Stephen Cahill  
 Position: Stage Technical, Oxford Area High School  
 Salary: \$3,563.84  
 Effective: August 21, 2019

Name: Elyse McDevitt  
 Position: Freshman Class Advisor, Oxford Area High School  
 Salary: \$1,113.70  
 Effective: August 21, 2019

### Change in Effective Date

Name: Deborah Aubin  
 Position: Autistic Support Teacher, Penn's Grove School  
 Effective: From: To Be Determined  
**To: September 30, 2019**  
 Replacing: Michelle Mercogliano, Resigned

Name: Kristen Kilcur  
 Position: LTS Language Arts Teacher, Penn's Grove School  
 Effective: From: October 18, 2019  
**To: October 17, 2019**  
 Replacing: Elizabeth Pratt, LOA

### Leave of Absence

Name: Letitia Foster  
 Position: School Nurse, Oxford Area High School  
 Type: Excess Family Illness  
 # of days: 4 days  
 Effective: October 2, 2019 until the end of the 2019-2020 school year

### Salary Change-Professional

Sperow, Thomas, from 14 M, \$76,996 to 14 M + 15, \$77,883 effective August 21, 2019

Aye: 9      Nay: 0

On motion by Dr. Owens, seconded by Mr. Olsen, BE IT RESOLVED,  
 That the Oxford Area Board of School Directors hereby approve the  
 following non-professional personnel items:

**PERSONNEL-NON-  
 PROFESSIONAL**

### Resignations

Name: Rosemary Bauer  
 Position: Food Service 3.5/182, Oxford Area High School  
 Effective: September 27, 2019

Name: Alnair Santos  
 Position: Instructional Aide ESL, Nottingham School  
 Effective: October 11, 2019

Name: Marie Taylor  
 Position: Instructional Aide Special Education, Hopewell School  
 Effective: October 4, 2019

Name: Lauren Walsh  
Position: Instructional Aide Special Education, Jordan Bank School  
Effective: October 11, 2019

**Appointment**

Name: Ethan Balman  
Position: Job Coach, District  
Salary: \$33.16 per hour  
Effective: October 16, 2019  
Replacing: New Position

**Transfer**

Name: Wendy Zook  
Position: From: Buildings & Grounds Secretary, Administration Building  
To: Confidential Building & Grounds Secretary, Administration Building  
Salary: From: \$36,588.30  
To: \$44,000  
Effective: October 16, 2019  
Replacing: New Position

Aye: 9      Nay: 0

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

**BREEANNE ALLEN, ASHLEY BULFARO, COURTNEY DUROSS, STACI FERRARIO, MARK KAUPPILA,  
CINDY PETERS, LAUREN RABENO, BECKY REIBER, LINDSEY SANFORD, JAMES G.O. SUMNER,  
KATELYNN THOMAS**

Aye: 9      Nay: 0

As required by the Public School Code, Section 1108, the Superintendent **AWARDING**  
has certified to the Board Secretary that the work of the Temporary **PROFESSIONAL**  
Employees named below are satisfactory since they have now completed **CONTRACTS**  
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:

**Zachery Hamilton**

On motion by Mr. Tenga, seconded by Mr. Gaspar, BE IT RESOLVED, That **TUITION WAIVER**  
the Oxford Area Board of School Directors hereby approves the tuition  
waiver extension for student id#xxxxxx7974 as per attached.

Aye: 9      Nay: 0

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

**CONSENT AGENDA**

**Course Supplemental Technology (APP)**

Temporary approval of the Course Supplemental Technology (APP) as per attached list.

**Section 1302 Students**

Students named on the attached list to be considered residents of the school district for the 2019-2020 school year in accordance with Section 1302 of the Public School Code.

Aye: 9          Nay: 0

On motion by Dr. Owens, seconded by Mr. Olson, BE IT RESOLVED, That Area Board of School Directors hereby approves the revisions of the

**POLICY  
REVISION**

**Article #4 - Personnel (Series 4000)**

Policy # 4000 - Employment of District Staff  
Policy # 4225 - Non-Professional Evaluations  
Policy # 4545 - Military Leave  
Policy # 4630 - Whistleblower Policy

Aye: 9          Nay: 0

On motion by Mr. Olsen, seconded by Mr. Tenga, BE IT RESOLVED, That Area Board of School Directors hereby readopts the following policies:

**POLICY  
RE-ADOPTION**

**Article 6 - Instruction - (Series 6000)**

Policy # 6150 - Field Trips  
Policy # 6160 - Student Trips  
Policy # 6200 - Instructional Procedures: Homework  
Policy # 6210 - Independent Study  
Policy # 6220 - Home Education Program  
Policy # 6240 - Homebound Instruction  
Policy # 6300 - Materials Selection Policy - Libraries  
Policy # 6310 - Resource Materials  
Policy # 6330 - Instructional Resources: District Technology and Technology Services  
Policy # 6340 - Electronic Devices  
Policy # 6400 - Emergencies: School Closings  
Policy # 6410 - Emergencies: Evacuation Drills  
Policy # 6420 - Emergencies: Emergency Procedures  
Policy # 6700 - Ceremonies: Baccalaureate  
Policy # 6800 - Services Available to Nonpublic Students

**Article 7 - Programs - (Series 7000)**

Policy # 7000 - Strategic Plan  
Policy # 7100 - Assessments  
Policy # 7200 - Curriculum Review by Parents and Students  
Policy # 7300 - Migrant Students  
Policy # 7310 - Limited English Proficiency Program



Policy # 7320 - Homeless Students  
Policy # 7400 - Title I Parent Engagement  
Policy # 7500 - Special Education  
Policy # 7510 - Discipline of Students with Disabilities  
Policy # 7520 - Academically Talented Students: Screening and Identification  
Policy # 7540 - Gifted Education  
Policy # 7550 - School Counseling  
Policy # 7600 - Charter Schools

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](http://www.oxfordasd.org). The public is encouraged to stop in and read these policies or visit our website.*

Mr. Tighe announced the following upcoming meetings and events:

**CALENDAR**

Tuesday, November 12, 2019, Facilities & Safety Committee, 6:30 p.m., Administration Building  
Tuesday, November 12, 2019, Athletics and Student Activities Committee, 6:45 p.m., Administration Building  
Tuesday, November 12, 2019, Work Session 7 p.m., Administration Building  
Tuesday, November 19, 2019, Budget & Finance Committee 6:30 p.m., Administration Building  
Tuesday, November 19, 2019, Regular Meeting 7 p.m., Administration Building

Mr. Tighe allowed time for recognition of visitors.  
There were none.

**RECOGNITION OF VISITORS**

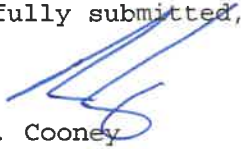
Mr. Tighe announced there was an executive session on October 15, 2019 to discuss legal issues.

**ANNOUNCEMENT OF EXECUTIVE SESSION**

On motion by Mr. Olson, seconded by Mr. Gaspar, the regular meeting of the Oxford Area Board of School Directors adjourned at 7:46 p.m. by a unanimous vote.

**ADJOURNMENT**

Respectfully submitted,

  
Brian P. Cooney  
Board Secretary

