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.

Aye: 9      Nay: 0

APPROVAL OF AGENDA

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.

Aye: 9      Nay: 0

APPROVAL OF MINUTES

Dr. Margaret Billings-Jones presented her goals for the 2019-2020 school year.
1. Continuity, Consistency and Communication Pre K-16
2. Programming and Curriculum
3. Community Outreach and Involvement
4. Staffing

SUPERINTENDENT’S

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
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:

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.

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:

   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

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

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.

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

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.

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.
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.

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.

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.

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:

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 the Oxford Area Board of School Directors hereby approves the following additional volunteer personnel:

BRENNAE 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 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:

Zachary Hamilton

On motion by Mr. Tenga, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the tuition waiver extension for student id#xxxxxxxx7974 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:

**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

**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:

**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 Closures
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. The public is encouraged to stop in and read these policies or visit our website.

Mr. Tighe announced the following upcoming meetings and events:

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.

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

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.

Respectfully submitted,

Brian P. Cooney
Board Secretary