

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

The reorganization meeting of the Oxford Area Board of School Directors was held on Tuesday, December 3, 2019, in the District Board Room. The meeting was called to order at 7:05 p.m. by Board Secretary, Brian P. Cooney followed by the Pledge of Allegiance, led by Mr. Lee Devine.

ATTENDING WERE:

Kristen E. Dean
Stephen R. Gaspar
Jenifer A. Warren

ROLL CALL

ABSENT WAS:

ALSO ATTENDING WERE:

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

Mr. Cooney allowed time for public comment concerning issues on the agenda, there were none.

PUBLIC COMMENT

On motion by Mr. Gaspar, seconded by Mrs. Dean, the agenda was approved as presented.

**APPROVAL OF
AGENDA**

Aye: 3 Nay: 0

REORGANIZATION

Mr. Cooney, Board Secretary, opened nominations for a Temporary President.

TEMPORARY PRESIDENT

On motion by Mrs. Dean, seconded by Mr. Gaspar, Mrs. Warren was elected Temporary President of the Oxford Area Board of School Directors

Aye: 3 Nay: 0

Mrs. Warren assumed the chair.

Judge Scott A. Massey administered the Oath of Office to the newly elected school directors.

OATH OF OFFICE

Jennifer M. Harrison
Eric W. Owens
Mark V. Patterson
Howard S. Robinson
Robert F. Tenga
Joseph E. Tighe

Mr. Cooney read into the minutes the list of legally elected and qualified School Directors as requested by Mr. Tighe.

**SCHOOL BOARD
DIRECTORS**

Kristen E. Dean	Howard S. Robinson
Stephen R. Gaspar	Robert F. Tenga
Jennifer M. Harrison	Joseph E. Tighe
Eric W. Owens	Jenifer A. Warren
Mark V. Patterson	

Mrs. Warren opened the floor for nominations. Mr. Robinson nominated Joseph Tighe for the position of President of the Oxford Area Board of School Directors.

**NOMINATIONS FOR
PRESIDENT**

There were no other nominations from the floor for the position of President of the Oxford Area Board of School Directors

On motion by Dr. Owens, seconded by Mr. Gaspar, nominations for the position of President of the Oxford Area Board of School Directors were closed.

**NOMINATIONS FOR
PRESIDENT CLOSED**

Aye: 9 Nay: 0

Mrs. Warren called for a vote for the position of President. There being no other nominations, the Secretary cast the ballot for President.

**ELECTION OF
PRESIDENT**

Aye: 9 Nay: 0

Mr. Joseph E. Tighe was elected to the position of President of the Oxford Area Board of School Directors.

Mr. Tighe assumed the chair.

Mr. Tighe opened the floor for nominations for the position of Vice President

**NOMINATION FOR
VICE PRESIDENT**

Mr. Patterson was nominated for the position of Vice President of the Oxford Area Board of School Directors.

On motion by Mr. Gaspar, seconded by Mr. Tenga, nominations for the position of Vice President of the Oxford Area Board of School Directors were closed.

**NOMINATION FOR
VICE PRESIDENT
CLOSED**

Aye: 9 Nay: 0

Mr. Tighe called for a vote for the position of Vice President. There being no other nominations the Secretary cast the vote for Vice President.

ELECTION OF VICE PRESIDENT

Aye: 9 Nay: 0

Mr. Patterson was elected to the position of Vice President of the Oxford Area Board of School Directors.

On motion by Mr. Gaspar, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors shall meet in public work session on the second Tuesday of each month and in a regular public meeting on the third Tuesday of each month. All meetings will be held at 7:00 p.m. in the Administration Building, 125 Bell Tower Lane, Oxford, PA 19363.

BOARD MEETING TIME AND PLACE

Aye: 9 Nay: 0

On motion by Mr. Patterson, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves Dr. Eric W. Owens as the Board representative to the Chester County School Boards Legislative Council Representatives Committee for the term of one year from December 2019 to December 2020.

CHESTER COUNTY SCHOOL BOARDS LEGISLATIVE COUNCIL REPRESENTATIVE

Aye: 9 Nay: 0

On motion by Mrs. Warren, seconded by Mr. Gasper, BE IT RESLOVED, That the Oxford Area Board of School Directors hereby approves the appointment of Jenifer A. Warren, Eric W. Owens and Jennifer Harrison as members of the Policy Review Committee in accordance with school board policy 8340.

POLICY REVIEW COMMITTEE

Aye: 9 Nay: 0

NEW BUSINESS

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

PERSONNEL- PROFESSIONAL

Appointments

Name: Heather McEneaney
Position: Physical Education Teacher, Oxford Area High School
Appointment: Professional Employee
Salary: Step 3 B, \$51,390
Effective: December 4, 2019
Replacing: Erika Seaman, Resigned

Name: Shawn Mellinger
Position: Technology Director, District
Salary: \$100,000
Effective: January 6, 2020
Replacing: Craig Miller, Resigned

Name: Burnell Smucker
Position: .5 Physical Education Teacher, Jordan Bank School
Appointment: Temporary Professional Employee
Salary: Step 5 M, \$28,915.50
Effective: December 12, 2019
Replacing: Joshua Belford, Resigned

Supplemental Appointments

Name: Michael Logue
Position: Boys Basketball Coach, Penn's Grove School
Salary: \$2,160.00
Effective: December 9, 2019

Name: Michael McConomy
Position: Boys Basketball Assistant Coach, Penn's Grove School
Salary: \$1,530.00
Effective: December 9, 2019

Change in Resignation Date

Name: Corinne Olintz
Position: ESL Teacher, Nottingham School
Effective: From: To Be Determined
To: **December 13, 2019**

Change in Effective Date

Name: Angela Orloski
Position: Reading Specialist, Elk Ridge School
Appointment: Long Term Substitute
Salary: Step 1 M + 45, \$56,640
Effective: From: To Be Determined
To: **November 25, 2019**
Replacing: Heather McGinn, Transferred

Name: Julia Ross
Position: ESL Teacher, Nottingham School
Appointment: Temporary Professional Employee
Salary: Step 5 M, \$57,831
Effective: From: To Be Determined
To: January 2, 2020
Replacing: Corinne Olintz, Resigned

Aye: 9 Nay: 0

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

Resignation

Name: Utopia Roche
Position: Computer Technician, District
Effective: December 6, 2019

Appointment

Name: Emily Pinkerton
Position: Nurse, Jordan Bank School
Salary: \$24.64 per hour
Effective: December 4, 2019
Replacing: Wendy Grasty, Resigned

Transfer

Name: Melissa Haftl
Position: From: Food Service 3.5/182, Hopewell School
To: Food Service 5.75/182, Elk Ridge School
Effective: January 2, 2020
Replacing: Cheryl Sharkey

Aye: 9 Nay: 0

On motion by Mr. Gaspar, seconded by Mr. Tenga, BE IT RESOLVED, That **VOLUNTEERS**
the Oxford Area Board of School Directors hereby approves the following
volunteers:

MARGARET MARY FINNEGAN

Aye: 9 Nay: 0

On motion by Mr. Tenga, seconded by Mr. Gaspar, BE IT RESOLVED, That **PAYMENT OF BILLS**
the Oxford Area Board of School Directors hereby Designates Brian P.
Cooney to approve payment of the December bills in the absence of the
Regular Meeting of the Board of School Directors

Aye: 9 Nay: 0

On motion by Mr. Tenga, seconded by Mr. Gaspar, BE IT RESOLVED, That **HIRING OF**
the Oxford Area Board of School Directors hereby approves David A. **PERSONNEL**
Woods to fill vacancies in personnel between this Reorganization
Meeting and the January Regular Meeting of the Board of School
Directors.

Aye: 9 Nay: 0

On motion by Mr. Patterson, seconded by Mr. Tenga, BE IT RESOLVED, **TAX RATE**
That the Oxford Area Board of School Directors hereby approves the **CERTIFICATION**
following resolution: **RESOLUTION**

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1
of the Special Session 2006, entitled the "Taxpayer Relief Act"
(hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to
the level set by an inflation index unless the tax increase is
approved by voters in a referendum or the school district obtains
from the Department of Education or a court of common pleas certain
referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the Act 1 Index for the 2020-2021 fiscal year is 3.6%;

WHEREAS, the Oxford Area Board of School Directors has made the decision that it shall not raise the rate of any tax for the support of the General Fund Budget for the 2020-2021 fiscal year by more than its index.

AND NOW, on this 3rd day of December, 2019, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby makes the following unconditional certifications:

1. The Oxford Area Board of School Directors certifies that it will not increase any school district tax for the 2020-2021 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Oxford Area Board of School Directors certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code, 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Oxford Area Board of School Directors certifies that increasing any tax rate less than or equal to the index will be sufficient to balance its final budget of the 2020-2021 fiscal year.
4. The Administration of the Oxford Area School District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the district to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the Oxford Area School District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Oxford Area Board of School Directors understands and agrees that by passing this Resolution; it is not eligible to seek referendum exceptions under Section 333 (f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2020-2021 fiscal year.
7. Once this Resolution is passed, the Administration of the Oxford Area School District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act I Provided, however:
 - a. The Oxford Area Board of School Directors understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the

Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.

- b. Within ten days of this information, the Pennsylvania Department of Education Shall inform the District whether its proposed tax rate increase is less than or equal to the index.
- c. If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of section 311 of Act 1.

Aye: 9 Nay: 0

Second Reading

**POLICY
REVISIONS**

Article 1 - Community Relations - (Series 1000)

- Policy # 1330 - Use of School Facilities: Fee Schedule
- Policy # 1400 - Use of School Facilities: Tobacco-Free Schools

Article 3 - Business - (Series 3000)

- Policy # 3910 - Record Retention Policy
- Policy # 3950 - Safety and Health

Article 7 - Programs - (Series 7000)

- Policy # 7700 - Career and Technical School Admissions

A copy of the policies listed is available in the Administration Buildings, 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.

The following are dates of the January board meetings:

CALENDAR

- Tuesday, January 14, 2020, Work Session, 7:00 p.m., Administration Building
- Tuesday, January 21, 2020, Regular Meeting, 7:00 p.m., Administration Building

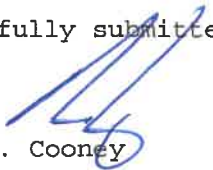
Mr. Tighe recognized visitors. Mrs. Georgeanna Singley, Upper Oxford, addressed the Board regarding lock down procedures at Oxford Area High School.

**RECOGNITION OF
VISITORS**

On motion by Mr. Tighe, seconded by Mr. Gaspar, the meeting of the Oxford Area Board of School Directors adjourned at 7:27 p.m. by a unanimous vote.

ADJOURNMENT

Respectfully submitted,



Brian P. Cooney
Board Secretary

