

**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, February 19, 2019, in the District Board Room. The meeting was called to order at 7:27 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
Stephen R. Gaspar, Member
Kristen E. Dean, Member
Gary E. Olson, Member
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. Gaspar, seconded by Mrs. Warren, BE IT RESOLVED That the Oxford Area Board of School Directors hereby amends the agenda to add an item under New Business.

**AMENDMENT OF
AGENDA**

Aye: 9 Nay: 0

On motion by Mr. Tenga, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the February 19, 2019 agenda as amended.

**APPROVAL OF
AGENDA**

Aye: 9 Nay: 0

On motion by Dr. Owens, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the January 8, 2019 Work Session and the January 15, 2019 Regular Meeting as presented.

**APPROVAL OF
MINUTES**

Aye: 9 Nay: 0

Mr. Woods yielded his time to Dana Douglas. Mrs. Douglas recognized David Bell, Kaitlin Bell and Gavra Goldie, for their outstanding agricultural achievements. These members of FFA all recently competed in the PA Farm Show and placed or won in their division.

**SUPERINTENDENT'S
REPORT**

Dr. Margaret Billings-Jones gave the report for the month of February. Due to the impending weather ELA and Social Studies curriculum review meetings scheduled for February 20, 2019 will be rescheduled to March 19, 2019. ESL Curriculum committee will meet on February 27, 2019.

The four year curriculum cycle is nearly done. The committee is rewriting science curriculum for grade 9. Biology will be moved to grade 10 in order to have better proficiency in grade 10.

Educational Pathways presentation was held on February 5, 2019 at Penn's Grove School. Students and parents were given information on Early College Academy, Project Lead the Way, Engineering and Computer Science, Early College Enrollment, Dual Enrollment, TCHS and Homeland Security. Agricultural Science will also be added.

Mr. Wooddell and two students junior Justin Neskie and sophomore Ainsley Eimer were invited to serve as panelists for Project Lead the Way at the Chester County Intermediate Unit. Oxford is the leader in the county in the number of Computer Science courses available to our students.

Professional development continues with the teachers learning new and individualized ways to incorporate the iPads with teaching.

On motion by Mr. Gaspar, seconded by Mr. Patterson, 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. Gaspar, seconded by Dr. Owens, 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. Gaspar, 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

February 2019	
General Fund	\$3,502,861.95
Cafeteria Fund	\$96,799.68
Capital Projects Fund	\$13,955.25
Payroll Distribution	\$1,730,632.46

Aye: 9 Nay: 0

REPORTS

Mr. Robinson reported that the CCIU Board of Directors met on Wednesday January 16, 2019 at Pennock's Bridge Technical College High School in West Grove. An overview of the 2017-18 Audit Reports was presented.

REPORT OF CHESTER COUNTY INTERMEDIATE UNIT AND TECHNICAL COLLEGE HIGH SCHOOL

Jamie Mehler from Downingtown School District was appointed to the Board of Directors.

Joe O'Brien and Mary Jeanne Curley presented an update on the Strategic Planning Process. One of the organizational goals for this year is to develop the vision for education in Chester County through 2025. From these Strategic Planning Meetings came a SWOT Analysis (Strengths, Weaknesses, Opportunities and Threats) and through the analysis, Needs Assessment and Strategic Planning Maps were developed. A finalized plan will be presented at their April board meeting.

On motion by Mr. Tenga, 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 High School Representative.

Aye: 9 Nay: 0

Dr. Owens reported that the Chester County School Boards Legislative Council hopes to find advocacy proponents across the different schools and legislative councils.

REPORT OF CHESTER COUNTY SCHOOL BOARDS LEGISLATIVE COUNCIL

Also, Senate Bill 34 will impact Charter Schools. The bill basically states that if the public school offers a cyber-based program equal to the Charter schools program, the public school would not have to pay the Charter School.

On motion by Mr. Gaspar, 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

Mr. Gaspar reported that the committee met February 19, 2019 to discuss lacrosse and field arrangements at schools. They discussed, Penn's Grove wrestling that won the county meet, as well as Michael Fazio, who will represent the district in swimming on March 1, 2019.

ATHLETICS AND STUDENT ACTIVITIES COMMITTEE

Mr. Gaspar relinquished his time to Mr. Woods who explained the recent issue with air quality in Elk Ridge School.

FACILITIES COMMITTEE

Ms. Watkins offered congratulations to all students of the month at all our schools.

STUDENT REPRESENTATIVE'S REPORT

For the schools that have had winter conferences, thank you to

parents and teachers for participating, we look forward to what the second semester will bring. For the schools that have not had winter conferences yet, please visit your website to find the day and times they will be held

Jordan Bank reports students have completed their mid-year benchmark assessments, and the teachers have met with the school's data team to review the overall data as part of the Multi-Tiered Support System process.

On Tuesday, February 5, 2019 our school celebrated the 100th day of school by doing many activities involving the number 100 including counting snacks, signing songs, dressing as a 100 year old person. This is a big theme in our math program.

Our staff and the Pupil Services department continue to transition students to school-aged programming from Early Intervention.

On February 13-15, 2019 students participated in Lancaster County's Hands-On House Science Building Blocks. Museum associates worked with our students on various elements of Science, including magnetism, gravity, and light.

On Thursday, February 21, 2019, Rocky Bluewinkle from the Wilmington Blue Rocks will help us kick off a reading challenge. Students who read and fill a bookmark will receive tickets to a baseball game in June.

Finally, we will celebrate Reading and Dr. Seuss on Friday, March 1, 2019 with Silly Seuss Day.

The Elk Ridge Envirothon team has started practice and Elk Ridge students earned over 4300 Bee Tickets for positive behavior during the month of January.

The High School English Honor Society will visit Elk Ridge on Friday March 1, 2019 and read to our students as part of Read Across America on Dr. Seuss Day.

A Parent University will be held on Thursday, March 7, 2019 and the Spring Picture Day will be Tuesday, March 12, 2019.

Technical College High School Ambassadors visited Elk Ridge recently for career awareness activities.

The Nottingham Student Wide Positive Behavior Support team announced that for the month of February 2019, sixty students earned their Hornet Green Ticket. Ten students have earned the Hornet 200 grand prize award this month. These students were exemplifying the characters traits that Nottingham students strive for: Respect, Honesty, Responsibility, and Effort.

Five classrooms for February have already filled their classroom hornet hives with 300 Hornet Bucks to earn their grand prize.

Under the direction of Nottingham's Building Behavior Team, students and adults are participating in the School Wide Kindness Competition by recognizing acts of kindness through creating and collecting paper links to make paper chains. These are currently being

connected throughout the hallways. If a team earns forty links, they earn parts of a Kindness Heart on display in the cafeteria.

Representatives from the National Assessment of Educational Progress were on site to administer the assessment to thirty fourth grade students on February 6, 2019. This is the second time Nottingham students have been selected to take this important national assessment. It should be noted that Nottingham continues to exceed the participation rates as indicated from the NAEP representatives. Again, Nottingham participation rate was 98% (Based on 30 students) and in 2017 participation rate was 98% (Based on 50 students).

Nottingham's third grade teamed up with the Land Conservancy of Southern Chester County by participating in their Hawk Watch-Raptor Program. Environmental Outreach Coordinator Kriss Given, conducted lessons with third grade students on Raptors. Nottingham will also be continuing this educational partnership with additional programs being offered to third and fourth graders this year.

Art Goes to School (a non-profit organization) teamed up with Nottingham third and fourth grade classrooms to present art awareness. AGTS primary purpose is to help children discover an enjoyment and understanding of art. Each classroom participated in this program which is organized entirely by volunteers.

Nottingham's fourth grade held their Winter Concert on January 16, 2019 at 7:00 p.m. in the Penn's Grove Auditorium. We would like to thank Principal Tami Motes for supporting us in allowing Nottingham to utilize the auditorium for the day, as well as Band Director Lisa Summers and Choral Director Deb McCaskey, for preparing our fourth grade musicians and singers for an amazing performance. Nottingham's Band consists of 110 musicians, and the chorus consists of forty singers. This is a little under half of the entire fourth grade.

Hopewell hosted Dads and Donuts on February 8, 2019. There were over 500 attendees including fathers, grandfathers, and special friends who joined fifth grade students to celebrate. Thanks to our Oxford PTO for providing the funds for this event.

Logan Spano was the winner of the Hopewell Elementary School Spelling Bee. Congratulations to Logan and all the participants.

The PMEA Band Festival was held at the Oxford Area High School on February 15, 2019. Special thanks to Band Director Ryan Maule, for organizing this great night. Guest Conductor Carol Lutte from Moravian College provided a spectacular performance as students from around the county came together on one stage for a very special performance.

Art Goes to School is currently visiting Hopewell with Mrs. Janice Miller as our host.

On January 25, 2019 fourteen 7th and 8th grade students participated in the Penn's Grove spelling bee. The final three students answered words correctly for about forty minutes before eighth grader Ashley Reynolds won. She will represent Penn's Grove at the Chester County Spelling Bee on February 13, 2019.

On Saturday, February 2, 2019 six Penn's Grove students traveled to Downingtown East High School to represent Penn's Grove in the Chester County Math Counts competition. These students worked weekly after school to develop problem solving strategies, to help each other improve their mathematical abilities, and to practice problems of a nature that they had not seen before. The Math Counts team members are Mackenzie Lane, Jossy Henderson, Meilyn Smith, Jessica Lester, Katlyn Sedlak, and Connor Michael. These students competed against 25 other Chester County middle schools and were recognized by the competition coordinator for their exuberant spirit.

Students at Oxford Area High School were presented with an example story of someone struggling with mental health during the Minding Your Mind Assembly. They were made aware of resources available to maintain healthy coping skills and mental stability.

During the Safe2SaySomething Assembly, Penn's Grove and Oxford Area High School students were presented with resources for reporting incidents or other experiences they see that they consider unsafe.

Herr's career interviews were recently held in the guidance office.

OAHS students participated in another STEM Team Competition this month.

The course selection process will be starting soon for grades eight through eleven.

Tickets for the High School's performance of Dr. Seuss' "Seussical" are available online on the activities page.

For more information on upcoming events and other activities, please see the announcements page on the school website

Mr. Woods congratulated junior, Ashley Navarrete, who was recently named as winner of the 2019 Widener University NBC 10 High School Leadership Award.

**REPORT OF
SCHOOL
PROGRAMS**

FBLA will host a dodge ball tournament on March 14, 2019 6-8 p.m. at the high school gymnasium. Proceeds will benefit the Eli Seth Matthews Leukemia Foundation.

OAHS Math and Computer Science Teacher Scott Wooddell, junior Justin Neskie and sophomore Ainsley Eimer were invited to serve as panelists for Project Lead the Way at the CCIU on January 15, 2019. The students spoke about how computer science helped prepare them for the future and changed the way they learned.

NEW BUSINESS

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

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

On motion by Mr. Gaspar, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves a non-sponsored Lacrosse Club at Penn's Grove School.

**LACROSSE
CLUB**

Aye: 9 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 professional personnel items.

**PERSONNEL-
PROFESSIONAL**

Supplemental Appointments

Name: Julie Allport
Position: Choral Ensemble (accompanist), Penn's Grove School
Salary: \$1,559.18
Effective: December 3, 2018

Name: Samuel Stevenson
Position: Stage Technical Student Production, Oxford Area High School
Salary: \$1,336.44
Effective: February 20, 2019

Leaves of Absence

Name: Kate Conner
Position: Elementary Teacher, Nottingham School
Type: Excess Family Illness
Days: Up to 30 Days
Effective: February 20, 2019 until the end of the 2018-2019 school year

Name: Nedra Heeter
Position: Teacher, Nottingham School
Type: Excess Family Illness
of Days: Up to 19 excess family illness days
Effective: February 20, 2019 until the end of the 2018-2019 school year

Name: Maryanne Lamont
Position: Teacher, Jordan Bank School
Type: Excess Family Illness
of Days: Up to 10 excess family illness days
Effective: February 1, 2019 until the end of the 2018-2019 school year

Change in Effective Date

Name: Christopher Garchinsky
Position: Supervisor of Special Education, District
Salary: \$91,500 (prorated)
Effective: From: To Be Determined
To: February 19, 2019
Replacing: Rachel Bixler, Resigned

Salary Changes-Professional

Bray, Kelly, from 1 B, \$49,461 to 1 M, \$53,490 effective February 1, 2019
Hendrickson Tartar, Nichole, from 10 M+60, \$68,099 to 10 PhD, \$70,125 effective February 1, 2019
Kimberling, Dawn, from 2 M, \$54,222 to 2 M+15, \$55,099 effective February 1, 2019
Peterson, Wendy, from 6 B, \$54,297 to 6 B+24, \$56,057 effective February 1, 2019

Aye: 9 Nay: 0

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

**PERSONNEL-NON-
PROFESSIONAL**

Resignations

Name: Margaret Kaas
Position: Food Service 3.75, Hopewell School
Effective: March 1, 2019

Name: Whitney Torres
Position: Food Service 3.00, Penn's Grove School
Effective: February 19, 2019

Appointment

Name: Laura Lester
Position: Secretary 10 month, Oxford Area High School
Salary: \$13.39 per hour
Effective: February 20, 2019
Replacing: Sarah McKinney, Resigned

Leave of Absence

Name: Lisa Megonigal
Position: Attendance Coordinator, District
Type: Excess Family Illness
hours: Up to 103 hours
Effective: February 20, 2019 until the end of the 2018-2019 school year

Substitute Appointments

Name: Jennifer Buckley
Position: Food Service Substitute, District
Effective: February 20, 2019

Name: Jennifer Buckley
Position: Service and Support Substitute, District
Effective: February 20, 2019

Name: Margaret Kaas
Position: Food Service Substitute, District
Effective: March 4, 2019

Aye: 9 Nay: 0

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

VOLUNTEERS

KATIE ANN GALBRAITH, JANET RIDGLEY

Aye: 9 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 consent agenda items:

CONSENT AGENDA

2019-2020 Calendar

- Approval of the 2019-2020 school year calendar.

Summer Reading

- Approval of the required summer reading books for the district summer reading program as per attached list.

High School Course Selection Guides

- Approval of the course selection guides for Oxford Area High School for the 2019-2020 school year as per attached.
 - o Oxford Area High School (10-12)
 - o Oxford Area High School Incoming 9th grade

Keystone Collections Group

- Renewal of the contract with Keystone Collections Group for the 2019-2020 collection of local taxes as per attached.

Course Approval

- Approval to take two courses at Drexel University is granted to David A. Woods, as per the superintendent contract dated July 1, 2016.

Aye: 8 Nay: 0

WHEREAS, Stephen Roka was a teacher with the district for several years and was in good standing with the Oxford Area School District, and;

DONATION

WHEREAS, Florence Bolton Roka was a first grade teacher for many years and in good standing with the Oxford Area School District, and;

WHEREAS, the children of Florence and Stephen Roka wish to memorialize their parents with a donation to the Oxford Area School District in the amount of five thousand dollars (\$5,000), and;

WHEREAS, the children of Florence and Stephen Roka wish that two thousand five hundred dollars (\$2,500) go towards the art program to benefit supplies and programming for any and all grades in the Oxford Area School District in memory of Stephen Roka, and;

WHEREAS, two thousand five hundred dollars (\$2,500) go towards supporting teacher supplies for first grade teachers in the Oxford Area School District in memory of Florence Roka, and;

WHEREAS, it is the wish of the children of Florence and Stephen Roka to have their parents recognized for contributing to the knowledge and well-being of the students that they taught in the Oxford Area School District.

NOW THEREFORE, BE IT RESOLVED, That the Oxford Area Board of School Directors recognizes the donation of five thousand dollars (\$5,000) by the children of Florence and Stephen Roka, and;

BE IT FURTHER RESOLVED, That Florence and Stephen Roka have made a lasting impact on the students of the Oxford Area School District in the past and a further impact on the Oxford Area School District's students' futures.

On motion by Mr. Olson, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby grants a 2nd tuition waiver extension for student ID#xxxxxxx8458 and student ID#xxxxxxx4816 to now extend through the remainder of the 2018-2019 school year. **TUITION WAIVER 2nd EXTENSION**

Aye: 9 Nay: 0

On motion by Mrs. Dean, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby authorizes for the incurrence of nonelectoral indebtedness and the issuance of General Obligation Bonds, Series of 2019 in a maximum aggregate principal amount of up to five million, eight hundred thousand dollars (\$5,800,000.00); providing for maximum interest rates, maximum maturity amounts and place of payment in respect to the bonds; setting forth the parameters for acceptance of a proposal and authorizing acceptance of a proposal for the purchase of the bonds; authorizing the preparation and filing of a debt statement and other documentation; covenanting to create a sinking fund and to budget, appropriate and pay debt service on the bonds and pledging the full faith, credit and taxing power of the school district for the prompt and full payment of the bonds; authorizing the proper officers to execute and deliver the bonds; finding that a private negotiated sale of the bonds is in the best financial interest of the school district and accepting a proposal for the purchase of the bonds; appointing a paying agent and sinking fund depository; authorizing and directing the preparation, certification and filing of the proceedings with the Department of Community and Economic Development; and setting forth a form of bond; and authorizing other necessary action. **MAXIMUM PARAMETERS RESOLUTION**

Aye: 9 Nay: 0

Mr. Tighe announced the following upcoming meetings and events: **CALENDAR**

- Tuesday, March 12, 2019, Policy Committee, 6:00 p.m., Administration Building
- Tuesday, March 12, 2019, Athletics & Student Activities Committee, 6:30 p.m., Administration Building
- Tuesday, March 12, 2019, Facilities Committee, 6:45 p.m., Administration Building

Tuesday, March 12, 2019, Work Session, 7:00 p.m., Administration Building
Tuesday, March 19, 2019, Regular Meeting, 7:00 p.m., Administration Building
Tuesday, April 9, 2019, Policy Committee, 6:00 p.m., Administration Building
Tuesday, April 9, 2019, Athletics & Student Activities Committee, 6:30 p.m.,
Administration Building
Tuesday, April 9, 2019, Facilities Committee, 6:45 p.m., Administration Building
Tuesday, April 9, 2019, Work Session, 7:00 p.m., Administration Building
Tuesday, April 16, 2019, Regular Meeting, 7:00 p.m., Administration Building

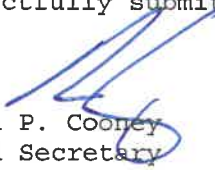
Mr. Tighe allowed time for recognition of visitors.
There were none.

**RECOGNITION OF
VISITORS**

On motion by Mr. Gaspar, seconded by Mrs. Dean, the regular meeting
of the Oxford Area Board of School Directors adjourned at 8:10
p.m. by a unanimous vote.

ADJOURNMENT

Respectfully submitted,



Brian P. Cooney
Board Secretary