

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, May 28, 2019, in the District Board Room. The meeting was called to order at 7:00 p.m. by President Joseph E. Tighe followed by the Pledge of Allegiance.

**ATTENDING WERE:**

Joseph E. Tighe, President  
Robert F. Tenga, Treasurer  
Stephen R. Gaspar, Member  
Kristen E. Dean, Member  
Gary E. Olson, Member  
Eric W. Owens, Member  
Howard S. Robinson, (7:05)Member  
Jenifer A. Warren, Member

**ROLL CALL**

**ABSENT WAS:**

Mark V. Patterson, Vice President

**ALSO ATTENDING WERE:**

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

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the May 28, 2019 agenda as presented.

**APPROVAL OF AGENDA**

Aye: 7      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 minutes of the April 9, 2019 Work Session and the April 16, 2019 Regular Meeting as presented.

**APPROVAL OF MINUTES**

Aye: 7      Nay: 0

Mr. Woods yielded his time to Dana Douglas who introduced Kim Webber. Ms. Webber is the faculty advisor for FBLA and introduced freshmen Cade Pearson and Dan Nolan who gave an exceptional team presentation at the state conference. Christopher Goodrich is a sophomore and placed first in his event at the state competition. These young men will be competing at the FBLA National Conference this summer in San Antonio, Texas.

**SUPERINTENDENT'S REPORT**

Dr. Margaret Billings-Jones gave a district report for May 2019.

The district has completed a four year curriculum review cycle and will be holding an ELA meeting on June 6, 2019 at 12:15 p.m.

Family Read was held on June 8, 2019. Thank you to Dr. Addis and Hopewell for hosting and making this a special night for students.

Oxford Reading Club celebrated the presentation of the books which were written and illustrated by Oxford students.

First Friday offered an opportunity for community engagement with Nottingham and Hopewell Schools creating 305 paper flowers which were distributed to those who visited the Oxford Title table.

Federal Programs Parent Night was held on May 15, 2019. This program informed parents of the program and was an opportunity to gain input thorough completion of a survey.

State Assessments have been completed. There was record high attendance this year. Very low numbers opted out.

This year we moved to school-wide title programs in K-6. Next month there will be a presentation of the School-Wide Title Plan.

Additional Targeted Support and Improvement Plan (ATSI) for Penn's Grove and the High School will also be presented. This plan will help with improving scores of our Special Ed., economically disadvantaged and Hispanic populations which have been identified as having gaps in achievement levels.

Our Project Lead the Way Computer Science program was showcased at the Chester County Intermediate Unit.

Carynne Burnett was recognized as the winner of the Citadel Heart of Learning Award. The district is very proud of Mrs. Burnett.

The first annual speech contest was held at the high school. The theme was Life and Literature. The Third Place winner was Dani Kehs; Second Place went to Sierra Cullen; and First Place was awarded to Ashley Dively.

The second cohort of graduates of our Early College Academy received their Associates Degree from Cecil College, Sunday, May 19, 2019 and the first cohort of students attending Thaddeus Stevens, completed their first year at the trade school.

Two of our students attended the Migrant Education Graduation held on May 21, 2019 in Harrisburg, PA.

Thirteen Technical College High School students will graduate on June 5, 2019 and on June 7, 2019 we will wish Oxford Area High School seniors well at their graduation.

This is year five of our free summer academies. One hundred eighty-eight students will attend our Federal Programs Summer School; ninety-five students will attend the Summer Academies and eighty-nine students have registered for Extended School Year

Oxford and Beyond will be held on May 30, 2019 at 5:30 p.m. at Oxford Area High School showcasing Oxford programs for grades K-12.

Distinguished Alumni Induction will be held on May 31, 2019 at Oxford Area High School.

On motion by Mr. Gaspar, seconded by Mrs. Warren, 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: 8      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 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**

May 2019

General Fund	\$5,589,486.36
Cafeteria Fund	\$78,749.59
Capital Projects Fund	\$251,491.47
Payroll Distribution	\$1,772,235.91

Aye: 8      Nay: 0

**REPORTS**

Mr. Robinson reported that the CCIU Board of Directors reviewed the CCIU Strategic Plan for 2019-2024. The work began in September 2018 and the Committee set out to chart, map and guide the work of the CCIU for the next five years. As a result, emerging themes were developed and from there, four strategic goals were developed. The final plan was presented at the May 15, 2019 Board Meeting where it was approved.

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

Dr. Jackie Auris, Director of Student Services, introduced Dr. Susan Mateka, Principal of the Child and Career Development Center (CCDC). Dr. Mateka spoke about a teacher at CCDC that entered a contest by submitting a video of how Promethean Panels were a great technology and a benefit to the students at CCDC. Michelle Attanasio, CCDC teacher, won the contest and therefore, won a Promethean Panel for CCDC. The Promethean Panel is the latest contribution in the evolution of the American blackboard which is touch activated, thereby involving the student directly with the board and its subject.

Our CCIU Board has been involved in the last several weeks in searching and choosing a new CCUI Executive Director who will replace Dr. Joseph O'Brien who is retiring.

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 Mr. Robinson, Chester County Intermediate Unit and Technical High School Representative.

Aye: 8      Nay: 0

Dr. Owens reported that the Chester County School Boards Legislative Council met and discussed several bills moving through the state Legislature.

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

**SB 115: CPR Certification:** This bill passed and requires PDE and the Department of Health to develop a model curriculum and guidelines for CPR instruction for students in grades 9-12. This will not be required in districts, but can be offered.

**HB 355: Charter School Ethical Requirements:** This bill amends the Charter School Law as follows: It would require charter schools in advertising, to identify what services provided are paid for with tax dollars (e.g. tuition, transportation) and prohibits paid media advertisement by a public school entity to refer to tuition or transportation costs as free.

**HB 356: Right of First Refusal:** This bill amends the Charter School Law to grant to charter schools the right of first refusal for purchase or lease of unused school district property.

**HB 357:(Topper, Jesse-Bedford) Charter School Applications:** This bill puts the application process for charter schools into the hands of PDE and the general assembly.

**HB 358(Marshall, Jim-Beaver): Dual Enrollment and Charter Schools.** The bill would allow charter school entities to enter into dual enrollment agreements with institutions of higher education.

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 Dr. Owens, Chester County School Boards Legislative Council Representative.

Aye: 8      Nay: 0

Mr. Gaspar reported that the committee met on, May 14, 2019 and the summer projects were discussed.

**FACILITIES  
COMMITTEE**

Mr. Tenga stated the committee met on, May 28, 2019 and discussed prices of school lunches. There will be an increase of .25 at Hopewell and an increase of .35 at the High School. Hopewell may become eligible for free lunches this year.

**FINANCE AND  
BUDGET COMMITTEE**

Then final budget is on the agenda for approval. It reflects a 1% increase.

Mrs. Warren stated that the committee met on May 14, 2019 to review policies in the 3000 Series. The committee is recommending re-adoption of the 3000 series with the exception of 3910 and 3950.

**POLICY COMMITTEE**

Ms. Watkins reported the Jordan Bank's end of year programs and moving up ceremonies are planned for May 28, 29 and 30, 2019 beginning at 9:15 a.m. Mrs. McCaskey has been working with the students on an Around The World themed program and our art teacher, Miss Moran, has created an amazing display using student work throughout the year.

**STUDENT  
REPRESENTATIVE'S  
REPORT**

Elk Ridge reports that the April Students of the Month are Tyler Ruth Chase Buckley, Rylee Norris, Giovanni Garduno, Avery Urban, Luis Escobar, Elfy Chun Ramirez, Taylor D'Angelo, Carli Parry, Zoe Maldonado, Jenalie colon, Baldemar Cordova-Morales, Leilany Velasquez-Mendez, Bromley Martonik, Lillie Howell, Nashaly Morales Diaz, Hannah Kodish, Jayla Johnson, Tyson Blackburn, Iker Guzman Reyes, Vianey Guzman Almanza, Danyla Ortiz Corona, Alexander Rios-Olvera.

Elk Ridge students earned over 3800 Bee Tickets for positive behavior during the month of April.

First grade visited the Philadelphia Zoo and second grade took a trip to the Colonial Plantation. Thanks to all the students, staff and families for making these trips enjoyable.

Elk Ridge would like to thank the many community members who visited the school presenting their profession for Careers on Wheels.

Second grade will be visiting Nottingham on May 29, 2019 and Kindergarten will be visiting Elk Ridge on June 6 and 7, 2019.

Nottingham School's Student Wide Positive Behavior Support team reported that one hundred two grade 3 and 4 students earned Hornet 200 Green Tickets from April 18 to May 16, 2019. These students were exemplifying the character traits that Nottingham students strive for: Respect, Honesty, Responsibility and Effort.

May 2, 2019 was the Nottingham Fine Arts Night. The evening consisted of a student band concert, local/community artist showcase, along with student art pieces and a special performance by the African Music and Dance Ensemble.

Nottingham's fourth grade Spring Band/Chorus Concert was held at Penn's Grove School on May 15, 2019.

Nottingham's third and fourth grade Envirothon Team recently participated in the Chester County Envirothon on May 1, 2019. The teams scored well in all categories taking first and second place in Outdoor Safety; second place in Forestry, Wildlife, and Aquatics; and third place in Aquatics and Current Issue.

Nottingham competed in the Chester County Reading Olympics on May 9, 2019. The team did an outstanding job winning ribbons based on the number of points earned for each round. The team is coached by teachers Mrs. Famigletti, Mrs. Lane and Ms. McCarron.

First Friday May 3, 2019 was well attended and Nottingham School represented the district's Federal Program. Paper flowers were made and books were received as part of this community event.

On May 2, 2019, Nottingham sent a team to the Chester County Special Olympics in Coatesville. The Nottingham Team thanks Dr. Kinsey and Dr. Garchinsky for making it possible for our students to participate in this event.

At Hopewell Elementary, Mr. Schaefer's science students released trout into Little Elk Creek on May 14, 2019 as part of the Trout in the Classroom program.

Hopewell hosted Moms and Muffins in the month of May. This was a special morning event to help celebrate Mother's Day.

Congratulations to our fifth and sixth grade students who attended the Chester County Reading Olympics. The teams brought home blue ribbons.

The Hopewell Envirothon teams took first place in the Chester County competition at Hibernia Park. Congratulations Hopewell.

Hopewell Band and Chorus participated in Music in the Parks at Hershey Park. Students earned awards of excellence and the band earned the superior award for best band overall.

Hopewell's Shakespeare Players will compete at the Chester County Shakespeare Festival this coming week.

Hopewell's Kids for a Cure Committee raised funds all year for the American Cancer Society. On Friday, May 24, 2019, there was a Kids for a Cure Relay. Students and teachers walked the track and wrote words of encouragement to those living with this disease.

Trips to the Hagley Museum and the Franklin Institute are this week.

Over seventy students and twelve staff members attended the NBC 10 Weather Day at Citizens Bank Park in Philadelphia. Students wrote essays about why they earned the right to attend this event. Attendance, behavior, citizenship, grades and teacher recommendation were all considered during the selection process. The students saw Glenn "Hurricane" Schwartz, Bill Henley and the NBC 10 Weather Team. Students observed various Science experiments and enjoyed a Phillies game.

Penn's Grove students enjoyed meeting a Disney screenwriter in conjunction with their March Madness Tournament of Books.

The second edition of the Maroon and White is now on the Penn's Grove website.

The Penn's Grove Envirothon Team competed and brought home prizes in several categories. Penn's Grove A Team won the Soils Station and Penn's Grove C Team won the Current Issue Station. Penn's Grove B Team placed third overall at the middle school level.

Eighth grade students traveled to Washington, D.C. on May 9, 2019; the annual semi-formal dinner dance was held on May 18, 2019 and on May 28, 2019 the seventh grade will visit Camp Saginaw.

Oxford Area High School has completed their testing in literature, algebra and biology for the Keystone exams, completed AP exams and are finishing final exams this week.

Scholarships and other classroom awards were given on May 23, 2019 at senior award night.

Seniors graduate in ten days. There are a few things leading up to graduation including the last bus ride through town and project graduation. Please see the website for more information.

Mr. Woods congratulated Carynne Burnett on receiving the Citadel Heart of Learning Award for 2019. There were fourteen schools that participated. Mrs. Burnett won five hundred dollars for her classroom as a finalist. As the overall winner she was awarded fifteen hundred dollars to use in her classroom. Congratulations.

**REPORT OF  
SCHOOL  
PROGRAMS**

Congratulations to five Oxford Area High School Students who were recently honored at two student film festivals.

Gina Pilaitis and Sarah Bartlett received an award of merit for their short film "Family Farming" at the 2019 Behind the Lens Festival on May 25, 2019 in Warminster. Madden Sessa, Nick Ledgrebe and Tyler Brooks were nominated for best cinematography for their short film "Gone" at the 2019 Greenfield Youth Film Festival held on April 24, 2019 in Ft. Washington, PA.

On Friday, May 31, 2019, Z-Space will be at the high school 10 a.m. to 1 p.m. displaying augmented reality software.

OAHHS will be featured in the Fox 29 series "The ClassH-room" (clash room). This is a trivia based game featuring students and teachers from grades seven through twelve. The Oxford edition will feature juniors Mason Clark, Josh Arnold, and sophomore Christopher Goodrich competing against teachers Scott Wooddell, Craig Carlough and Matthew Sharkey. The episode will air on Tuesday, June 4, 2019, 6:30 p.m. and Wednesday, June 5, 2019, at noon.

Oxford Area High School Chapter of Future Business Leaders of America will hold a fundraiser at the Rise and Grind Café on Main Street in Rising Sun, Maryland on Thursday, May 30, 2019.

East Nottingham Township is seeking a junior or senior residing in the township to serve as a Junior Township Supervisor during the 2019-20 school year. The deadline to apply is September 1, 2019.

Mr. Allen Schaefer and scouts are present to observe how a school board works. They are working on a merit badge.

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

**PERSONNEL-  
PROFESSIONAL**

**Retirements**

Name: Karen Andress  
Position: Art Teacher, Nottingham School  
Effective: June 14, 2019

Name: Anne Marie DeAngelis  
Position: English Teacher, Oxford Area High School  
Effective: June 14, 2019

Name: Julia Farber  
Position: Music Teacher, Elk Ridge School  
Effective: June 14, 2019

Name: Kimberly McCardell  
Position: Physical Education Teacher, Oxford Area High School  
Effective: June 14, 2019

Name: David Sample  
Position: Social Studies Teacher, Penn's Grove School  
Effective: June 14, 2019

Name: Lynne Stroud  
Position: Grade 3 Teacher, Nottingham School  
Effective: June 14, 2019

Name: Kathleen Wagoner  
Position: Librarian, Penn's Grove School  
Effective: June 14, 2019

**Resignation**

Name: John Zitarelli  
Position: Science Teacher, Oxford Area High School  
Effective: June 14, 2019

**Appointment**

Name: Keisha Scovens  
Position: .8 Speech & Language Pathologist, District  
Appointment: Professional Employee  
Salary: Step 7 M, \$47,730.40  
Effective: August 21, 2019  
Replacing: New Position

**Extended School Year Appointments**

Dates: July 8, 2019 through August 1, 2019  
Teachers: Jennifer Barnett-Quattlebaum  
Morgan Bortle  
Maureen Colgan  
Michele Drager  
Rebekah Finnegan  
Julie Gillund  
Geraldynn Hurley  
Stephanie Intonato  
Carolyn McCarron  
Michael McConomy  
Katelyn Musacchio

Danielle Plystak  
Alyssa Robinson  
Alicia Shoop  
Hayley Williamson

Stipend: \$36.00 per hour

**Title I/Title III Federal Programs Summer School Appointments**

Dates: July 8, 2019 through August 1, 2019

Teachers: Elizabeth Baity  
Joshua Barnas  
Germaine Baughman  
Jason Baughman  
Kristen Ciaccia  
Danielle Duncan  
Jessica Foster  
Victoria Goggin  
Zachery Hamilton  
Kara Hunsicker  
Doris Klein  
Christina McConnell  
Allison Olsen  
Jennifer Sauer  
Gina Sawyer  
Lauren Sharp

Stipend: \$36.00 per hour

**Extended School Year Summer School Substitute Teacher Appointments**

Dates: July 8, 2019 through August 1, 2019

Teachers: Louise Haggerty  
Elizabeth Hanna

Stipend: \$36.00 per hour

**Title I/Title III Federal Programs Summer School Substitute Teacher Appointment**

Dates: July 8, 2019 through August 1, 2019

Teachers: Nichole Hendrickson-Tartar

Stipend: \$36.00 per hour

**Summer School Nurse Appointments**

Dates: July 1, 2019 through August 1, 2019

Nurse Daily: Wendy Boyd  
Dawn Little

Stipend: \$36.00 per hour

**Art Academy**

Dates: July 8, 2019 through July 25, 2019

Teachers: Claire Placky

Stipend: \$36.00 per hour

**Computer Science Coding Academy**

Dates: July 15, 2019 through July 18, 2019

Teachers: Jason McLead

Stipend: \$36.00 per hour

**Math Academy**

Dates: July 8, 2019 through July 11, 2019

Teachers: Kristina Spano

Stipend: \$36.00 per hour

**Music Academy**

Dates: July 8, 2019 through July 25, 2019  
Teachers: Ryan Maule  
Lisa Summers  
Stipend: \$36.00 per hour

**STEM Academy**

Dates: July 22, 2019 through July 25, 2019  
Teachers: Mark Neff  
Stipend: \$36.00 per hour

**Young Authors Academy**

Dates: July 15, 2019 through July 18, 2019  
Teachers: Karen Gregan  
Stipend: \$36.00 per hour

**Youth Fitness Academy**

Dates: July 8, 2019 through July 11, 2019  
Teachers: Karly Belford  
Stipend: \$36.00 per hour

Aye: 8      Nay: 0

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

**PERSONNEL-NON-  
PROFESSIONAL**

**Extended School Year Instructional Aide Appointments**

Dates: July 8, 2019 through August 1, 2019  
Aides: Celia Holmes  
Kathleen Mack  
Marie Taylor  
Jennifer Yacka  
Stipend: \$11.64 per hour or current collective bargaining agreement

**Title I Federal Programs Summer Instructional Aide Appointment**

Dates: July 8, 2019 - August 1, 2019  
Aide: Cora Baughman  
Stipend: \$11.64 per hour or current collective bargaining agreement

**Title III Federal Programs Summer Instructional Aide Appointment**

Dates: July 8, 2019 - August 1, 2019  
Aide: Liliana Lemus  
Stipend: \$11.04 per hour or current collective bargaining agreement

**Leave of Absence**

Name: Lisa Kell  
Position: Confidential Secretary, Administration Building  
Type: Excess Family Illness  
# of days: up to 3 days  
Effective: May 7, 2019 to June 30, 2019

Aye: 8      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:

**VOLUNTEERS**

**EMILY BADSTIBNER, BRYAN CIOLEK, BRENDAN DOUGHERTY, KATHLEEN GARCIA, EDLIN HERNANDEZ-LEON, SHYLENE JACKSON, BRITTANY KEYS, RACHAEL MAHAFFEY, KEVIN MAITRE, CHRISTINA MOLNAR, GLEN POWERS, ROBERT SHELDERFER, KATHERINE WEAVER**

Aye: 8      Nay: 0

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

**CONSENT AGENDA**

**Course Supplemental Technology (APP)**

- a. Temporary approval of the Course Supplemental Technology (APP) as per attached list.
- b. Final approval of the Course Supplemental Technology (APP) as per attached list.

**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.

**Chester County Intermediate Unit Marketplace**

Approval of the contract with the Chester County Intermediate Unit for the provision of marketplace programs as per the attached.

**Maintenance Contracts**

- a. Contract with Metro Elevator for monthly maintenance of hydraulic passenger elevators and wheelchair lifts throughout the district beginning July 1, 2019 through June 30, 2020 in the amount of \$9,716.00.
- b. Contract with Filter Services, Inc. for HVAC filter change services beginning July 1, 2018 through June 30, 2021 in the amount of \$37,815.27 for the 2019-2020 school year.
- c. Contract renewal with Bonfitto for maintenance and repair to district boilers in the amount of \$8,500.00 for the 2019-2020 school year.
- d. Contract renewal with Kistler O'Brien for inspection and maintenance services of fire extinguishers beginning July 1, 2018, through August 30, 2019 in the amount of \$4063.20.
- e. Contract renewal with Windview Athletic Fields for maintenance of 11 athletic fields throughout the district beginning July 1, 2017, through June 30, 2019 in the amount of \$91,500 for the 2019-2020 school year.
- f. Contract renewal with SAH Inc. for security and fire monitoring services throughout the District beginning July 1, 2018 through June 30, 2021 in the amount of \$3,160.00 for the 2019-2020 school year.

- g. Contract renewal with Siemens Industry, Inc. for fire and life safety equipment, district wide, beginning July 1, 2018 through June 30, 2021 in the amount of \$69,967.00 for the 2019-2020 school year.
- h. Contract renewal with Siemens Industry, Inc. for Building Automation System district wide beginning July 1, 2018 through June 30, 2021 in the amount of \$73,700.00 for the 2019-2020 school year.
- i. Contract with Frey Lutz for building automation systems and temperature controls for Hopewell Elementary School beginning July 1, 2017 through June 30, 2020 in the amount of \$50,044.00 for the 2019-2020 school year.
- j. Contract renewal with NRG Building Services for building automation systems and temperature controls for Penn's Grove Middle School beginning July 1, 2018 through June 30, 2021 in the amount of \$13,715.00 for the 2019-2020 school year.
- k. Contract with U. S. Water for water treatment services throughout the district in the amount of \$9,000.00 for the 2019-2020 school year.
- l. Contract renewal with Wayman Fire Protection, Inc. for testing and inspection of fire safety equipment at Hopewell Elementary School, Penn's Grove Middle School and Oxford Area High School beginning July 1, 2019 through June 30, 2020 in the amount of \$2,900.00.
- m. Contract renewal with Premium Power Services, LLC for service and maintenance of generators throughout the district beginning July 1, 2018 through June 30, 2021 in the amount of \$3,144.09 for the 2019-2020 school year.
- n. Contract with Foley CAT for preventative maintenance and minor repairs on the District's CAT equipment beginning July 1, 2019 through June 31, 2020 in the amount of \$4,115.00.
- o. Contract renewal with Qware CMMS for use and maintenance of district work orders beginning July 1, 2016 through June 30, 2019 in the amount of \$1,800.00 for the 2019-2020 school year.
- p. Contract renewal with Velocity EHS for Right-to-Know/MSDS Compliance beginning July 1, 2019 through June 30, 2021 in the amount of \$3,299.00 for the 2019-2020 school year.
- q. Contract with Western Pest Services for pest control district wide beginning July 1, 2019 through June 30, 2020 in the amount of \$7,113.60.
- r. Contract renewal with Carter & Son Lawncare for mowing throughout the district beginning July 1, 2017, through December 30, 2019 in the amount of \$82,000.00 for the 2019-2020 school year.

**Special Education Contracts**

- a. Agreement between Oxford Area School District and Staffing Plus, Inc., for healthcare/educational professional services as per attached.

- b. Agreement between Oxford Area School District and CCRN Educational & Behavioral Support Services, for healthcare/educational professional services as per attached.
- c. Agreement between Oxford Area School District and Billings Bilingual LLC, for document translation services as per attached.
- d. Agreement between Oxford Area School District and Karah A. Molesevich, for bilingual evaluation services as per attached.
- e. Agreement between Oxford Area School District and Marcia Towers, for bilingual speech therapy services as per attached.
- f. Agreement between Oxford Area School District and Chadds Ford Alternacare Inc. (dba Criticare), for healthcare/education professional services as per attached.
- g. Agreement between Oxford Area School District and Austill's Rehabilitation Services Inc., for healthcare/education professional services as per attached.
- h. Agreement between Oxford Area School District and Bayada Home Health Care, Inc., for healthcare/education professional services as per attached.
- i. Agreement between Oxford Area School District and Green Valley Academy for education professional services as per attached.

**Annual Appointments**

The appointment of Branch Banking and Trust Company (BB&T), Fulton Bank, PNC Bank, WSFS, First Resource Bank, Pennsylvania School District Liquid Asset Fund, Pennsylvania Local Government Trust and Huntingdon Valley Bank as depositories for 2019-2020.

**Ratification of Bids**

- a. Custodial Supplies Bid purchases by the Oxford Area School District as follows:

Imperial Bag & Paper	65.60
Philip Rosenau	1,689.88
Interline Brands Inc.	2,040.00
T. Frank McCalls	259.00
Office Basics	594.50
Pennsylvania Paper & Supply	218.00
Calico Packaging LLC	<u>785.50</u>
	\$5,652.48

- b. Playground/Landscape Mulch Bid purchases by the Oxford Area School District as follows:

Countywide Landscape	\$4,477.50
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**Appointment of Auditor**

Approval of the appointment of Barbacane, Thornton & Company LLP, for an Audit of the General Purpose Financial Statements of the Oxford Area School District for the year ending June 30, 2019, at the cost of \$24,725.00.

**Student Participation Fees**

High School Sport	\$75
Penn's Grove Sports	\$50
High School Parking	\$50

**Annual Appointments**

- a. School Physician
  - Appointment of Children's Hospital of Philadelphia Care Network as the school district's physician for the 2019-2020 school year at a rate of \$125 per hour.
- b. School Dentist
  - Appointment of Dr. Drew C. Eckman, DDS as the school district's dentist for the 2019-2020 school year at a rate of \$65 per hour.

**Tuition Wavier**

Waiver of tuition as per Board Policy #5110 for student #xxxxxxx7283 for the remainder of the 2018-2019 school year.

**Section 1302 Students**

Students named on the attached list to be considered a resident of the school district for the 2018-2019 school year in accordance with Section 1302 of the Public School Code.

Aye: 8      Nay: 0

On motion by Mr. Olson, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby adopts the 2019-2020 General Fund Budget in the amount of \$70,539,523.00, as prepared on Form PDE 2028.

**FINAL GENERAL  
FUND BUDGET  
2019-2020**

Aye: 8      Nay: 0

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of Directors hereby adopts the 2019-2020 Capital Reserve Fund Budget in the amount of \$1,685,000.00 as per attached.

**CAPITAL RESERVE  
FUND BUDGET  
2019-2020**

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 that taxes are levied for school purposes for the school year beginning July 1, 2019 subject to the provisions of the Local Tax Collection Law as follows:

**2019 ANNUAL TAX  
LEVY**

1. Real estate tax. Real estate tax of 31.4599 mills on the assessed value of all real estate property taxable for school purposes in the School District. (Levied under School Code §672.)
2. Interim real estate tax. Interim real estate tax of 31.4599 mills on the assessed value of taxable real property, as stated in interim real estate assessment notices, that constitutes construction of a building, an improvement to a building, or other improvement to real property, not otherwise exempt from taxation. The interim real estate tax is part of the real estate tax levy, and applies to the assessed value of taxable real property not included in the initial tax duplicate used in issuing initial real estate tax notices for the school year. Tax assessors are directed to inspect and assess all taxable real property in the School District to which any improvement has been made, and to give notice of change in assessed value as required by law. The interim real estate tax applies for that proportionate part of the School District fiscal year remaining after the property was improved. (Levied under School Code §677.1.)
3. Utility realty used to generate electricity. The real estate tax and the interim real estate tax apply to all real property taxable for school purposes, including all property listed in the definition of "utility realty" under §8101-A(3) of the Public Utility Realty Tax Act, that was classified in such definition as "utility realty" prior to January 1, 2000, and that was removed from such definition effective January 1, 2000, because used in generating electricity. The tax applies to such property to the maximum extent permissible under the Pennsylvania Constitution and the Public Utility Realty Act.
4. Tax due date/delinquent status.
  - a. The real estate tax is due and payable July 1, 2019, and this will be the date of the tax notice issued to the owner for real state tax other than interim real estate tax. Unless installment payment has been elected under the Oxford Area School District Real Estate Tax Installment Plan, the real estate tax is delinquent if not paid in full within four (4) months after the date of the tax notice issued to the owner - by October 31, 2019, for tax other than interim real estate tax.
  - b. The interim real estate tax is due and payable on the first day of the month after the month in which any improvement or addition to real property has been made. The interim real estate tax is delinquent if not paid in full within four (4) months after the date of the tax notice issued to the owner.
5. Discount and penalty. All taxpayers are entitled to a discount of two percent (2%) from the amount of the real estate tax or interim real estate tax by making payment of the entire tax amount within two (2) months after the date of the tax notice - by August 31, 2019, for tax other than interim real estate tax. Unless installment payment has been elected under the Oxford Area School District Real Estate Tax Installment Plan, a taxpayer will be charged a penalty of ten percent (10%) of the tax, which penalty will be added to the tax, if the tax is not

paid in full within four (4) months after the date of tax notice - by October 31, 2019, for other than interim real estate tax.

6. Severability. The provisions of the resolution are severable and if any section, clause, sentence, part or provision is determined to be illegal, invalid, or unconstitutional, such determination will not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this resolution. It is declared to be the intent of this School District that this resolution would have been adopted even if any such illegal, invalid or unconstitutional section, clause, sentence, part or provision had not been included in this resolution.
7. Continuation of other taxes. The Board has previously imposed other taxes that do not require an annual levy. Without modifying or amending such taxes in any manner, the Board ratifies continuation of the following previously imposed taxes that do not require an annual levy:
  - a. Real estate transfer tax. Real estate transfer tax of 1% (School District receives .5% and municipalities receive .5%. Levied under the Pennsylvania Real Estate Transfer Tax Act and the Local Tax Enabling Act, Act 511.)
  - b. Earned income and net profits tax. Earned income and net profits tax of between 1% and 1.5%, depending on the municipality in which the taxpayer resides. (School District receives .5% and municipalities receive between .5% and 1%. The .5% School District tax levied under the Local Tax Enabling Act, Act 511.)

Aye: 8            Nay: 0

On motion by Dr. Owens, seconded by Mr. Olson, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2019, under the provisions of the Homestead Property Exclusion Program (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

**HOMESTEAD/  
FARMSTEAD  
EXCLUSIONS**

1. Aggregate amount available for homestead and farmstead real estate tax reduction. The following amounts are available for homestead and farmstead real estate reduction for the school year beginning July 1, 2019:
  - a. Gambling tax refunds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay the School District during the school year pursuant to Act 1, 53 P.S. §6926.505(b), as property tax reduction allocation funded by gambling tax funds, the amount of \$1,528,351.74.
  - b. Philadelphia tax credit reimbursement funds. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. §6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$43,173.24.

- c. Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,571,524.98.
2. Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. §8584(i), and Act 1, 53 P.S. §6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
- a. Homestead property number. The number of approved homesteads within the School district is 5,607.
- b. Farmstead property number. The number of approved farmsteads within the School District is 184.
- c. Homestead/Farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 5,791.
3. Real estate tax reduction calculation. The School Board has decided that the homestead exclusion amount and the farmstead exclusion amount shall equal. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$1,571,524.98 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 5,791 the maximum real estate tax reduction amount applicable to each approved homestead and to each farmstead is \$271.37. Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount an additional aggregate amount of \$6,974.09 will be available during the school year for the real estate tax reduction applicable to approximately 5,707 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$1.22. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$271.37, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$272.59.
4. Homestead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction amount of \$272.59 by the School District real estate tax rate of 31.4599 mills, the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$8,665 and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$8,665.
5. Homestead/farmstead exclusion authorization - July 1, 2019 tax bills. The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction

of \$8,665. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$8,665. For purposes of this resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. §6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

Aye: 8      Nay: 0

On motion by Mr. Tenga, seconded by Mrs. Warren, BE IT RESOLVED, **POLICY**  
That the Oxford Area Board of School Directors hereby approves **RE-ADOPTION**  
the re-adoption of the following policies:

**Article 1 - Community Relations (Series 1000)**

- Policy # 1160 - School Visitors
- Policy # 1170 - Public Access to Official Records
- Policy # 1180 - Video Recording Meetings
- Policy # 1190 - District Use of Social Media
- Policy # 1225 - Advertising, Promotion, Distribution of Materials
- Policy # 1235 - Public Relations Objectives
- Policy # 1245 - Publication Program
- Policy # 1255 - Citizen Advisory Committee
- Policy # 1265 - Community Engagement Community Relations
- Policy # 1275 - Public Complaints
- Policy # 1300 - Naming of District Facilities
- Policy # 1337 - Supervision by School Personnel
- Policy # 1500 - District School Report Cards

**Article 2 - Administration (Series 2000)**

- Policy # 2000 - Employment of Superintendent/Assistant Superintendent
- Policy # 2100 - Performance Assessment of Superintendent/Assistant Superintendent
- Policy # 2126 - Business Administrator/Board Secretary
- Policy # 2500 - Equal Rights and Opportunities
- Policy # 2510 - Equal Rights and Opportunities Compliance Officer
- Policy # 2520 - Equal Rights and Opportunities and Grievance Procedures

Aye: 8      Nay: 0

Mr. Tighe suspended his role as president and requested the appointment of a President Pro Temp(s) in order to complete a board task.

On motion by Mr. Olson seconded by Dr. Owens, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby suspends Robert's Rules of Order. **SUSPENSION OF ROBERT'S RULES**

Aye: 8      Nay: 0

On motion by Mrs. Dean, seconded by Mr. Gaspar, Mrs. Warren is nominated as President Pro Temp.

**NOMINATION OF PRESIDENT PRO TEMP**

On motion by Mr. Tenga, seconded by Mrs. Dean, BE IT RESOLVED, That The Oxford Area Board of School Directors hereby appoints Mrs. Warren as President Pro Temp.

**APPOINTMENT OF PRESIDENT PRO TEMP**

Aye: 8      Nay: 0

Mr. Woods states that the duty of the Board President is to sign the diploma of graduating seniors. (Mrs. Warren to sign her child's diploma).

Mrs. Warren resigns as President Pro Temp

**RESIGNATION OF PRESIDENT PRO TEMP**

On motion by Mr. Gaspar, seconded by Mr. Tenga, Mr. Gary Olson is nominated as President Pro Temp.

**NOMINATION OF PRESIDENT PRO TEMP**

On motion by Mrs. Dean, seconded by Mr. Tenga, BE IT RESOLVED, That The Oxford Area Board of School Directors hereby appoints Mr. Gary Olson as President Pro Temp.

**APPOINTMENT OF PRESIDENT PRO TEMP**

Aye: 8      Nay: 0

Mr. Woods states that the duty of the Board President is to sign the diploma of graduating seniors. (Mr. Olson to sign his children's diplomas).

Mr. Olson resigns as President Pro Temp.

**RESIGNATION OF PRESIDENT PRO TEMP**

Mr. Tighe resumes his role as president and reinstates Robert's Rules

On motion by Mr. Olson seconded by Dr. Owens, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby reinstates Robert's Rules of Order.

**REINSTATEMENT OF ROBERT'S RULES**

Aye: 8      Nay: 0

Mr. Tighe announced the following upcoming meetings and events:

**CALENDAR**

Tuesday, June 11, 2019, Policy Committee, 6:00 p.m., Administration Building  
Tuesday, June 11, 2019, Facilities & Safety Committee, 6:30 p.m., Administration Building  
Tuesday, June 11, 2019, Athletics and Student Activities Committee, 6:45 p.m.,  
Administration Building

Tuesday, June 11, 2019, Work Session 7 p.m., Administration Building  
Tuesday, June 18, 2019, Regular Meeting 7 p.m., Administration Building

Mr. Tighe announced that the board met in executive session on Tuesday, **ANNOUNCEMENT OF**  
May 14, 2019 to discuss personnel and will meet again following this **EXECUTIVE SESSION**  
meeting to discuss personnel

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

**RECOGNITION OF  
VISITORS**

On motion by Mr. Owens, seconded by Mr. Gaspar, the regular meeting  
of the Oxford Area Board of School Directors adjourned at 8:03  
p.m. by a unanimous vote.

**ADJOURNMENT**

Respectfully submitted,

  
Brian P. Cooney  
Board Secretary