

**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, August 18, 2020, via Microsoft Teams Platform. The meeting was called to order at 7:28 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
Jenifer M. Harrison, Member
Eric W. Owens, Member
Jenifer A. Warren, Member

ROLL CALL

ABSENT WAS:

Howard S. Robinson, Member

ALSO ATTENDING WERE:

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

On motion by Mr. Tenga, seconded by Dr. Owens, BE IT RESOLVED,
That the Oxford Area Board of School Directors hereby amends
the August 20, 2019 agenda, adding verbiage to item L-Vacancies.

**AMENDMENT OF
AGENDA**

Aye: 8 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 August 20, 2019 agenda as amended.

**APPROVAL OF
AGENDA**

Aye: 8 Nay: 0

On motion by Mrs. Warren, seconded by Mrs. Harrison, BE IT RESOLVED,
That the Oxford Area Board of School Directors hereby approves the
minutes of the June 9, 2020 Work Session and the June 16, 2020
Regular Meeting and the June 23, 2020 Special Meeting as presented.

**APPROVAL OF
MINUTES**

Aye: 8 Nay: 0

Dr. Billings-Jones presented her report for the month of August.
Dr. Billings-Jones thanked Mr. Canaday, Mrs. Greer, Mr. Pierdomenico,
Mr. Hovanec and Mrs. Douglas for making the graduation day a special
day for the students.

**SUPERINTENDENT'S
REPORT**

158 graduates participated in the unique graduation ceremony and
families and community members were supportive in recognizing our 2020
graduates.

Town Hall meeting were held over the course of the last month to answer all questions regarding returning to school.

Professional Development was held on August 4 and 5, 2020 and we will welcome our teachers back on August 26, 2020.

We are opening this new year with great care.

Mr. Steve Roberts of Oxford Education Foundation addressed the Board. Mr. Roberts stated that the volunteers, mentors and tutors found ways to remain in contact with the students using video conferencing software and phone conversations.

RECOGNITION OF

Oxford Education Foundation has been forced to find new ways to provide their services to the teachers and students of Oxford Area School District and they will continue to support our staff and students despite the pandemic limitations.

On motion by Mrs. Harrison, seconded by Mr. Gaspar, 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 Dr. Owens, seconded by Mrs. Warren, 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. Patterson, 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

July/August 2019

General Fund	\$4,487,247.61
Cafeteria Fund	\$12,592.69
Capital Projects Fund	\$33,652.57
Payroll Distribution	\$5,135,398.70

Aye: 8 Nay: 0

REPORTS

Mrs. Warren read the report for Mr. Robinson. The annual report was received from the CCIU. The CCIU works with a 280-million-dollar budget and the CCIU has delivered breakfast and lunches to needy individuals during this pandemic.

**REPORT OF CHESTER
COUNTY INTERMEDIATE
UNIT AND TECHNICAL
COLLEGE HIGH 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 read by Mrs. Warren, 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 has not met since June. The next meeting will be held at the end of August.

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

Mrs. Warren stated that the Policy Committee met on August 11, 2020 to discuss Policy 6350-Live Streaming Video which is on the agenda for the first reading tonight.

POLICY COMMITTEE

Mr. Woods thanked all the administrators, community members, board members and administrators who helped create the Pandemic Plan to create the best plan for the start of school.

**REPORT OF SCHOOL
PROGRAMS**

NEW BUSINESS

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

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

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

**PERSONNEL-
PROFESSIONAL**

Retirements

Name: Bonnie Baird
Position: Reading Specialist, Jordan Bank School
Effective: June 12, 2020

Name: Patricia HOLETON
Position: Physical Education Teacher, Elk Ridge School
Effective: October 16, 2020

Name: Deborah Taylor
Position: Special Education Teacher, Jordan Bank School
Effective: June 12, 2020

Resignations

Name: John Ciotola
Position: Social Studies Teacher, Oxford Area High School
Effective: July 8, 2020

Name: Anna Colvin
Position: Spanish Teacher, Oxford Area High School
Effective: July 16, 2020

Name: Emily Horning
Position: Art Teacher, Penn's Grove School
Effective: July 14, 2020

Title I/Title III Federal Programs Summer School Resignation

Name: Jessica Foster
Position: Title I/Title II Federal Summer School Teacher
Effective: June 19, 2020

Supplemental Resignation

Name: John Ciotola
Position: Boys Soccer, Oxford Area High School
Effective: July 8,

Appointments

Name: Rachael Bommelyn
Position: Special Education Teacher, Jordan Bank School
Appointment: Temporary Professional Employee
Salary: Step 1 B, \$49,959 + \$250
Effective: August 26, 2020
Replacing: Deborah Taylor, Retired

Name: Courtney Capurro
Position: Mathematics Teacher, Penn's Grove School
Appointment: Temporary Professional Employee
Salary: Step 3 B, \$51,768
Effective: August 26, 2020
Replacing: Janet Fowler, Retired

Name: Ronni Darragh
Position: Reading Specialist, Hopewell School
Appointment: Professional Employee
Salary: Step 7 M, \$60,033
Effective: August 26, 2020
Replacing: Re-organization

Name: Alicia Glenn
Position: Art Teacher, Penn's Grove School
Appointment: Temporary Professional Employee
Salary: Step 1 B, \$49,959
Effective: August 26, 2020
Replacing: Emily Horning, Resigned

Name: Kaitlyn Little
Position: Spanish Teacher, Oxford Area High School
Appointment: Temporary Professional Employee
Salary: Step 1 B, \$49,959
Effective: August 26, 2020
Replacing: Anna Colvin, Resigned

Name: Kimberly Rutherford
 Position: Social Studies Teacher, Oxford Area High School
 Appointment: Temporary Professional Employee
 Salary: Step 1 B, \$49,959
 Effective: August 26, 2020
 Replacing: John Ciotola, Resigned

Title I/Title III Federal Programs Summer School Appointment

Dates: July 6, 2020 through July 30, 2020
 Teachers: Rebecca Florek
 Stipend: \$36.00 per hour

Supplemental Appointments

Name: Michele Brooks
 Position: National Honor Society 1/2, Oxford Area High School
 Salary: \$1,215.00
 Effective: August 26, 2020

Name: Valerie Hill
 Position: Stage Design, Oxford Area High School
 Salary: \$2,881.86
 Effective: August 26, 2020

Name: Susan Liljestrand
 Position: National Honor Society 1/2, Oxford Area High School
 Salary: \$1,215.00
 Effective: August 26, 2020

Name: Elyse McDevitt
 Position: Sophomore Class Advisor, Oxford Area High School
 Salary: \$1,259.69
 Effective: August 26, 2020

Salary Changes-Professional

Britton, Kimberly, from 10 M +15, \$65,980 to 10 M + 30, \$66,869 effective August 26, 2020
Brooks, Michele, from 6 M, \$59,107 to 6 M + 15, \$60,002 effective August 26, 2020
Hanna, Elizabeth, from 4 B, \$52,906 to 4 B + 24, \$54,668 effective August 26, 2020
Kaliner, Mallory, from 3 B + 24, \$53,525 to 3 M, \$55,942 effective August 26, 2020
McCardell, Kimberly, from 12 M + 15, \$72,450 to 12 M + 30, \$73,339 effective August 26, 2020
Peterson, Wendy, from 8 B + 24, \$58,592 to 8 M, \$61,038 effective August 26, 2020
Thompson, Hannah, from 4 B, \$52,906 to 4 M, \$57,111 effective August 26, 2020
Weitzel, Stacy, from 8 M, \$61,038 to 8 M + 30, \$62,817 effective August 26, 2020

Aye: 8 Nay: 0

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

**PERSONNEL-NON-
 PROFESSIONAL**

Retirement

Name: Cynthia Pugh
 Position: Library Clerk, Nottingham School
 Effective: August 3, 2020

Appointment

Name: Thomas Reigle
 Position: Custodian, District
 Salary: \$11.75 per hour
 Effective: August 3, 2020
 Replacing: Christina Jimenez, Resigned

Aye: 8 Nay: 0

As required by the Public-School Code, Section 1108, the Superintendent has certified to the Board Secretary that the the Temporary work of 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:

**AWARDING PROFESSIONAL
CONTRACTS**

Kim Martin

On motion by Mr. Tenga, seconded by Mrs. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the District Pandemic Plan for the 2020-2021 school year as per attached.

**DISTRICT PANDEMIC
PLAN**

Aye: 7 Nay: 0 Abstain: 1 (Gaspar)

On motion by Dr. Owens, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the attached resolution declaring Covid-19 an emergency under Section 520.1 of the Pennsylvania School Code.

**COVID-19 PANDEMIC
EMERGENCY**

Aye: 7 Nay: 0 Abstain: 1 (Gaspar)

On motion by MR. Tenga, seconded by Mrs. Harrison, BE IT RESOLVED That the Oxford Area Board of School directors hereby approves the Emergency Instructional Time Template for the 2020-2021 school year as per attached.

**EMERGENCY
TIME TEMPLATE
INSTRUCTION**

Aye: 7 Nay: 0 Abstain: 1 (Gaspar)

On motion by MR. Tenga, seconded by Mrs. Harrison, BE IT RESOLVED That the Oxford Area Board of School directors hereby approves the Instructional Learning Instructional Framework for the 2020-2021 school year as per attached.

**FLEXIBLE LEARNING
INSTRUCTIONAL
FRAMEWORK**

Aye: 7 Nay: 0 Abstain: 1 (Gaspar)

On motion by Mrs. Warren, seconded by Mrs. Harrison, BE IT RESOLVED That the Oxford Area Board of School directors hereby approves the Instructional Learning Instructional Framework for the 2020-2021 school year as per attached.

**VIRTUAL
ENVIRONMENT**

Aye: 7 Nay: 1 (Gaspar)

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

CONSENT AGENDA

Student Handbooks

2020-2021 Student Handbooks for Oxford Area High School, Penn's Grove School, and the K-6 Elementary Schools as per attached.

Athletic Event Admissions Price

Price of admission to athletic events for the 2020-2021 school year as follows:

Student Admission	\$3
Adult Admission	\$5
Student Season Pass	\$25
Adult Season Pass	\$35
Family Season Pass	\$60

Athletic Event Worker Rate of Pay

Ticket Seller	All Sports	\$38
Ticket Taker	All Sports	\$38
Timer	All Sports	\$38
Spectator Supervisor	All Sports	\$38
Chain Gang (Penn's Grove)	Football	\$38
Chain Gang (High School)	Football	\$38
Announcer	Football	\$38
Scorer	Basketball/Wrestling	\$38
Judge	Cross Country	\$38
Judge	Track & Field	\$38

Student Accident Insurance

Voluntary student accident insurance with United States Fire Insurance Company as per attached.

Removal of Uncollectable Tax Liens

Removal of uncollectable tax liens from the system of the Chester County Tax Claim Bureau.

Parent Settlement Agreement

Approval of the attached settlement agreement for Student ID #xxxxxx3518.

Keyboard Donation

Donation from a community member of an electric keyboard piano to the Oxford Area High School Music Department.

Aye: 8 Nay: 0

On motion by Mr. Tenga, Seconded by Mr. Patterson, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby suspends the policy for medical sabbatical deadline date of April 1st for medical purposes only.

MEDICAL SEBATICAL

Aye: 8 Nay: 0

On motion by Mr. Patterson, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves Mr. David Wood, Superintendent, to fill vacancies/announce furloughs in personnel until the September board meeting when positions/furloughs may be approved retroactive to the employee start date/furlough date.

VACANCIES

Aye: 8 Nay: 0

The Oxford Area Board of School Directors is considering the following new policy:

NEW POLICY

First Reading

Article #6 - Instruction (Series 6000)
Policy # 6350 - Livestream Video

Aye: 8 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:

CALENDAR

Tuesday, September 8, 2020, Policy Committee, 6:30 p.m., TBD (Administration Building/Teams Meeting)
Tuesday, September 8, 2020, Work Session, 7 p.m., TBD (Administration Building/Teams Meeting)
Tuesday, September 15, 2020, AD Hoc Personnel Committee, 6:30 p.m., TBD (Administration Building/Teams Meeting)
Tuesday, September 15, 2020, Regular Meeting 7 p.m., TBD (Administration Building/ Teams Meeting)

Mr. Tighe announced that the board met in executive session on Tuesday, August 11, 2020 to discuss personnel and legal issues and on August 18, 2020 to discuss professional staff and legal issues.

**ANNOUNCEMENT OF
EXECUTIVE SESSION**

Mr. Tighe allowed time for recognition of visitors.

**FOLLOW UP TO
COMMUNITY
QUESTIONS AND
CONCERNS**

Steve Carbonaro, Lower Oxford Township, Furlough of Employees
Lisa Pilaitis, Oxford Borough, Refund of spring sports fee
Angela Jumper, Lower Oxford Township, Furloughed Employees
Steve Carbonaro, Lower Oxford, Furloughed Employees
Lindsey Johnson, East Nottingham Township, Title 1 Services
Maryann Reese, release of Covid responsibility- No
Lindsey Johnson, East Nottingham Township, Title 1 students services
Andrew Shaffer, Upper Oxford, Microsoft Teams issues
Lisa Kozi, West Nottingham Township, Fridays during virtual learning
Lindsey Johnson, East Nottingham, Title 1 Reading Services
Corrine Kerr, East Nottingham, IEP student face to face instruction
Susan Gibson, East Nottingham Township, Classroom availability for
young students who would be left alone
Melissa Innacone, Tax Refund

On motion by Dr. Owens, seconded by Mr. Tenga, the regular meeting
of the Oxford Area Board of School Directors adjourned at 8:49 p.m.
by a unanimous vote.

ADJOURNMENT

Respectfully submitted,


Brian P. Cooney
Board Secretary

