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, January 23, 2024, in the Administration Building. The meeting was called to order at 7:57 p.m. by President Jenifer A. Warren, followed by the Pledge of Allegiance.

ROLL CALL

ATTENDING WERE:
Kaitlin F. Bell, Member
Michael P. Blessington, Member
Kristen Dean, Member
Tenille E. Dewees, Member
Jennifer L. Kehs, Member
William C. Kloss, Treasurer
Mark V. Patterson, member
Debbie K. Vendrick, Vice President
Jenifer A. Warren, President

ABSENT WERE:

ALSO ATTENDING WERE:
Dr. David A. Woods Superintendent
Brian P. Cooney, Business Administrator

APPROVAL OF AGENDA

On motion by Ms. Bell, seconded by Mr. Kloss, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the January 23, 2024, agenda as presented.

Aye: 9 Nay: 0

APPROVAL OF MINUTES

On motion by Ms. Bell, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the November 14, 2023, Work Session, the November 14, 2023, Regular Meeting and the December 5, 2023, Reorganization Meeting as presented.

Aye: 9 Nay: 0

SUPERINTENDENT'S REPORT

Dr. Woods relinquished time to Dr. Margaret Billings-Jones who presented the report for the month of January. Dr. Billings-Jones

Jordan Bank hosted First Friday, Family Read was held on January 17, 2024, at Jordan Bank with Meet the Illustrator and Author Timothy Young.

Elk Ridge celebrated the holidays with a handmade ornament tree.

Nottingham collected 1253 items for the food bank at Oxford Neighborhood Service Center.

Members of Hopewell's Chorus, Orchestra and Band traveled to several locations bringing holiday joy to local businesses including Oxford Fire Station, Oxford Senior Center, Oxford Presbyterian Pre-School, Weaver Day Care, Phillips Florist, the District Office and the Elementary Schools.

Hopewell also raised over two thousand dollars with their Holiday Shop. The proceeds will go to the Salvation Army and Neighborhood Service Center.

Penn's Grove faculty participated in a team activity of building gingerbread houses. Students chose their favorite.

Oxford Area High School Student Council held a food drive and collected one-thousand items. These will be donated to Neighborhood Services and Oxford Presbyterian Church.

Future Business Leaders of America held a conference at Avon Grove High School in December and Oxford Area High School Students took five first place awards, seven second place awards, two third place awards, six fourth place awards and four fifth place awards.

January 22, 2024, will be an Act 80 Day,

FINANCIAL REPORTS

On motion by Mrs. Dewees, seconded by Ms. Bell, BE IT RESOLVED, That The Oxford Area Board of School Directors hereby approves the following Financial reports as presented.

1. General Fund
   a. Treasurer's Report
   b. Revenue Report
   c. Expenditure Report
2. Cafeteria Fund Treasurer's Report
3. Capital Projects Fund Treasurer's Report

Aye: 9 Nay: 0

STUDENT ACTIVITIES

On motion by Ms. Bell, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the student activities and athletic officials accounts as presented.

Penn's Grove
Oxford Area High School
Athletic Officials Account

Aye: 9 Nay: 0

PAYMENT OF BILLS

On motion by Ms. Bell, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following bill lists for payment:

January

General Fund	$7,410,271.42
Cafeteria Fund	$ 299,776.31
Capital Projects Fund	$ 25,346.71
Payroll Distribution	$3,065,238.05

Aye: 9 Nay: 0

REPORT OF CHESTER COUNTY INTERMEDIATE UNIT AND TECHNICAL COLLEGE HIGH SCHOOL

Mr. Kloss reported the Chester County Board of Directors met on January 17, 2024. The IU was issued a clean audit. The IU is Virtual Reality Technology to teach students in the Criminal Justice Program.

Heather Kilgore is a finalist for Teacher of The Year. She works with Nonverbal students and uses technology to help student communicate.

The old Avon Grove High School was purchased by the Chester County Intermediate Unit.

REPORT OF CHESTER COUNTY SCHOOL BOARDS LEGISLATIVE COUNCIL

Mrs. Kehs reported that the Legislative Breakfast will be held on March 1, 2024. Mrs. Kehs read a resolution regarding SB 757, which would create scholarship funds for school choice. Mrs. Kehs requested feedback from the Board.

REPORT OF FACILITIES AND SAFETY COMMITTEE

Mr. Patterson reported that the Facilities Committee met on January 23, 2024. Mc Clure gave a presentation around the Capital Projects wish list. School Resource Officers had an assessment and review.

POLICY COMMITTEE

The Policy Committee will meet on Tuesday, February 13, 2024, at 6 pm.

STUDENT REPRESENTATIVE REPORT

Ms. Friel reported that Jordan Bank students are participating in a healthy heart program sponsored by the American Heart Association. It will end the week of February 20, 2024, with a carnival.

Parent teacher conferences will be held January 31, and February 8, 2024, February 6, 2024, marks the 100th day of school, and students will visit the Oxford Historical Society and receive a brief history of our community.

A kindergarten Open House will be held on January 17, 2024, 5-6 p.m. and February 22, 2024, 9-10 a.m. for incoming Kindergarten students for the 2024-25 school year.

Elk Ridge held a Holiday Sing-along on Friday, December 22, 2023, First grade students traveled to Penn's Grove to view The Polar Express in December and parent/teacher conference will be held February 1 through February 7, 2024.

Nottingham's ATP sponsored a food drive for the community, donated toys, clothes and household items which were donated to Neighborhood Services and Oxford Presbyterian Church.

Third and fourth grade students visited Winterthur Museum in Delaware where they toured the gardens and the Enchanted Woods.

The 2023-2024 grade 3 and 4 Envirothon team was selected and are in preparation for the countywide competition in May.

Hopewell's Early Act Club raised over two thousand dollars through the annual Christmas Shop. Proceeds will be donated to the Salvation Army and Oxford's Neighborhood Service Center.

January 18, 2024, Hopewell held the annual Spelling Bee. The Spelling Bee Winner, Diego Lopez, will go on to compete at the county level.

Hopewell will host a Principal's Breakfast Chat on January 26, 2024, at 9 a.m. and conferences will be held February 1 and 8, 2024 from 4-8 p.m.

Penn's Grove enjoyed a performance of The Nutcracker by Oxford Center for Dance, December 7, 2023, was Career Day, and the Early Act Club raised money for the Oxford Police Department Toy Drive. Students collected over twelve hundred food items to stock the food pantry, collected and donated board games, toys and gifts for the Neighborhood Services Christmas room and stuffed stockings for students at the Lighthouse.

High School students may take the SAT on February 15, 2024, and the spring SAT tests will be taken digitally.

Beginning February 22, through March 3, 2024, families and students will be completing course selections through PowerSchool. March 4 through 29, 2024, guidance counselors will hold individual meeting at the High School.

REPORT OF SCHOOL PROGRAMMS

Dr. Woods reported that Oxford has partnered with Octorara to fill several part time positions which are difficult to fill. A full time Speech and Language Pathologist will be hired to split time between Both school districts.

Hopewell along with Oxford Education Foundation will partner in an ambassador program. These will be senior volunteers who will be a presence in Hopewell and positively interact with students in common areas and hallways.

NEW BUSINESS

RECOGNITION OF PERSONS WHO REQUESTED TO BE PLACED ON THE AGENDA

Ronnie Lutz-Requested a date for the Education Committee meeting. feels there is a lack of transparency with Policy 6300.

PERSONNEL

On motion by Ms. Bell, seconded by, Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following personnel items:

Professional

Resignation

Name: Danielle Malinowski
Position: Kindergarten Teacher, Jordan Bank School
Effective Date: December 22, 2023

Supplemental Resignation

Name: Rebecca Florek
Position: Envirothon 1/2, Elk Ridge School
Salary: $828.00
Effective: August 23, 2023

Appointments

Name: Daniel Babiak
Position: Assistant Principal, High School
Salary: $90,000.00 (prorated)
Effective: To be determined
Replacing: Dana Douglas, transferred

Name: Brianna Dunn
Position: Grade 1 Teacher, Elk Ridge School
Appointment: Professional Employee
Salary: 6 M + 15 $64,255.00 (prorated)
Effective: March 11, 2024
Replacing: Christine Hamilton, transferred

Name: Caitlyn Jones
Position: Grade 3 Teacher Long Term Substitute, Nottingham School
Appointment: Temporary Professional Employee
Salary: 1 B $51,616.00 (prorated)
Effective: November 20, 2023
Replacing: Anna Skiles, Leave of Absence

Name: Mallory Keenan
Position: Grade 3 Teacher, Nottingham School
Appointment: Temporary Professional Appointment
Salary: 1 B $51,616.00 (prorated)
Effective: January 8, 2024
Replacing: Zachary Hamilton, transferred

Name: Siobhan Kelly
Position: Special Education Teacher, Nottingham School
Appointment: Temporary Professional Employee
Salary: 1 B $51,616.00 + $250.00 (prorated)
Effective: January 2, 2024
Replacing: Theresa Auletta, resigned

Name: Jessica Niemann
Position: Grade 2 Teacher, Elk Ridge School
Appointment: Temporary Professional Employee
Salary: 10 M $66,825.00 (prorated)
Effective: December 1, 2023
Replacing: Rebecca Florek, resigned

Supplemental Appointments

Name: Ryan Bracalenti
Position: Boys Lacrosse Assistant, High School
Salary: $3,460.00
Effective: March 4, 2024

Name: Haley Fagan
Position: Softball Assistant, High School
Salary: $4,435.00
Effective: March 4, 2024

Name: Helen Irwin
Position: Girls Basketball Assistant, Penn's Grove School
Salary: $1,840.00
Effective: November 17, 2023

Name: Krista Jackson
Position: Winter Cheerleading Assistant, High School
Salary: $2,727.00
Effective: November 17, 2023

Name: Kristen McDermott
Position: Envirothon 1/2, Elk Ridge School
Salary: $828.00
Effective: August 23, 2023

Name: John Stansbury
Position: Boys Basketball Assistant, Penn's Grove School
Salary: $1,657.00
Effective: January 8, 2024

Name: Robert Van Zyl
Position: Softball, High School
Salary: $5,359.00
Effective: March 4, 2024

Change In Effective Dates

Name: Jennifer Buck
Position: Health/Physical Education Teacher, High School
Appointment: Temporary Professional Employee
Effective: From: To be Determined
To: January 2, 2024
Replacing: April Herr, Transferred

Name: Theresa Auletta
Position: Special Education Teacher, Nottingham
Resignation: From: To be Determined
To: November 16, 2023

Leave of Absence

Name: Deborah Aubin
Position: Special Ed Teacher, Penn's Grove School
Type: Excess Family Illness
Number of Days: Up to 12 days
Effective: Starting January 8, 2024, until the end of the school year

Salary Changes-Professional

Doyle, Courtney from 2 B + 24 $54,521 to 2 M $56,818 effective February 1, 2024
Gambrell, Leslie from 15 M + 15 $82,881 to 15 M + 30 $84,477 effective February 1, 2024
Golden-Mirarchi, Lynn from 11 M + 15 $72,232 to 11 M + 30 $73,828 effective February 1, 2024
Haney, Trevor from 7 M + 15 $65,255 to 7 M + 30 $66,851 effective February 1, 2024
Hill, Valerie from 11 M + 15 $72,232 to 11 M + 30 $73,828 effective February 1, 2024
Hunsicker, Kara from 11 M $69,475 to 11 M + 30 $73,828 effective February 1, 2024
Kaliner, Malory from 6 M + 15 $64,255 to 6 M + 30 $65,851 effective February 1, 2024
Little, Kaitlyn from 4 B + 24 $55,967 to 4 M $58,818 effective February 1, 2024
Lynch, Alyssa from 7 M $61,818 + $250 to 7 M +15 $65,255 + $250 effective February 1, 2024
Shahadi, Courtney from 11 M $69,475 to 11 M + 15 $72,232 effective February 1, 2024
Shoop, Alicia from 7 M $61,818 + $250 to 7 M + 15 $65,255 + $250 effective February 1, 2024
Zembruski, Briana from 6 M + 15 $64,255 to 6 M + 30 $65,851 effective February 1, 2024

Transfers

Name: Christine Hamilton
Position: From: Grade 1 Teacher, Elk Ridge School
To: MTSS Teacher, Elk Ridge School
Effective: To be determined
Replacing: Maryanne Lamont, retired

Name: Zachery Hamilton
Position: From: Grade 3 Teacher, Nottingham School
To: Kindergarten Teacher, Jordan Bank School
Effective: To be determined
Replacing: Danielle Malinowski, resigned

Non-Professional

Retirement

Name: Anthony Gonzalez
Position: Custodian, High School
Effective: December 7, 2023

Name: Patricia Reber
Position: Food Service 6.5/182, Penn's Grove School
Effective: January 10, 2024

Resignation

Name: Brandie Scholtz
Position: Food Service 5.5/182, Hopewell School
Effective: December 22, 2023

Appointments

Name: Denisse Feliciano-Miranda
Position: Special Education Secretary, District Office
Salary: $17.00 per hour
Effective: December 4, 2023
Replacing: Paloma Perez, resigned

Name: Rocio Luna De Romero
Position: Custodian, District
Salary: $15.00 per hour
Effective: January 22, 2024
Replacing: Anthony Gonzalez, retired

Name: Sophie Thompson
Position: Cafeteria Aide 2.6/182, Elk Ridge School
Salary: $17.00 per hour
Effective: January 17, 2024
Replacing: Natasha Holmes, resigned

Name: Lauren Walsh
Position: Kindergarten Aide 5.5/182, Jordan Bank School
Salary: $17.00 per hour
Effective: January 29, 2024
Replacing: Karen Bailey, resigned

Substitute Appointment

Name: Paulina Davalos
Position: Substitute Nurse, District
Salary: $28.00 per hour
Effective: December 4, 2023

Volunteers

Mary Hildenbrand (OEF, Madonna Hunter (OEF), Shalane Lyons, Ikeem Mays, Christopher Miller, JoAnne Offidani (OEF,) Jody Phouthavaongsa (OEF), Jesse Stowe (OEF), Beth Whelan (OEF)

AWARDING PROFESSIONAL CONTRACTS

As required by the Public School code, Section 1108, the Superintendent has certified to the Board Secretary that the work of the Temporary Employees named below are satisfactory since they have now completed their probationary period. The Code requires the Secretary to note that they have attained Professional Employee status in the Board records. They will be notified of this fact and offered a regular contract of employment. This action is ministerial. The power of rating Temporary Professional Employees and certifying them for tenure is reserved to the Superintendent; no Board action is involved. The Secretary will place the following names in the minutes as having attained the status of Professional Employee:

Mallory Keenan, Siobhan Kelly, Jessica Niemann

TABELING OF AGENDA ITEM

On Motion by Mrs. Kehs, seconded by Ms. Bell, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby tables item 4C2 until the February Regular Meeting.

Aye: 9 Nay: 0

CONSENT AGENDA

On Motion by Ms. Bell, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following consent agenda items:

Final Curriculum Approval
Final approval of the new high school course Investing and The Stock Market.

Aye: 9 Nay: 0

January 2024

SCHOOL DIRECTOR RECOGNITION MONTH

WHEREAS, the role of the locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

WHEREAS, these local boards have discharged their responsibilities to public education in a manner which has placed public education in the forefront of our educational systems; and

WHEREAS, locally elected officials have distinguished themselves and their communities in this nonpaid, volunteer public service commitment, and

WHEREAS, the contributions of these men and women should be recognized and appreciated by those who benefit from the workings of our public school system;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Pennsylvania School Boards Association hereby proclaims the month of January as School Board Director Recognition Month in this Commonwealth; and

FURTHER RESOLVED, that this proclamation be communicated to all school districts, school officials and local communities in a planned program which brings visibility and awareness to the role of locally elected school officials to the citizenry of this Commonwealth.

Mrs. Warren read the following dates and times for upcoming events. **CALENDAR**

Tuesday, February 13, 2024, Policy Committee, 6 p.m., Administration Building
Tuesday, February 13, 2024, Work Session, 7 p.m., Administration Building
Tuesday, February 20, 2024, Regular Meeting, 7 p.m., Administration Building
Friday, May 31, 2024, Oxford Area High School Graduation, 6 p.m., OAHS Gymnasium

Mrs. Warren announced that there would be an Executive Session Following this evening's meeting. **ANNOUNCEMENT OF EXECUTIVE SESSION**

On motion by Mr. Kloss, seconded by Mrs. Dewees, the regular meeting meeting of the Oxford Area Board of School Directors adjourned at 9:09 p.m. by a unanimous vote. **ADJOURNMENT**

Respectfully submitted,

Brian P. Cooney
Board Secretary

All or a portion of this meeting may be video recorded for the purpose of public broadcast.