

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

A regular meeting of the Oxford Area Board of School Directors was held on Tuesday, September 16, 2025, in the Board Room. The meeting was called to order at 7:10 p.m. by Vice President Jenifer A. Warren, followed by the Pledge of Allegiance.

**ATTENDING WERE:**

Jenifer A. Warren, Vice President  
William C. Kloss, Treasurer  
Andrew Atkinson, Member  
Michael P. Blessington, Member  
Kristen Dean, Member  
Tenille E. Dewees, Member  
Jennifer L. Kehs, Member  
Debbie K. Vendrick, Member

**ROLL CALL****ABSENT WAS:**

Mark V. Patterson, President

**ALSO ATTENDING WERE:**

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

On motion by Mrs. Vendrick, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the amendment of the agenda

**AMENDMENT OF  
AGENDA**

Aye: 8      Nay: 0

On motion by Mrs. Vendrick, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the amendment of the agenda to add motion 4J-Motion to accept the resignation of a board member.

**ADDITION OF  
MOTION 4J**

Aye: 8      Nay: 0

On motion by Mrs. Dewees, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the amendment of the agenda to remove Policy 4250 from item 4F.

**REMOVAL OF  
ITEM FROM  
MOTION 4F**

Aye: 8      Nay: 0

On motion by Mrs. Kehs, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the September 16, 2025, agenda as amended.

**APPROVAL OF  
AGENDA**

Aye: 8      Nay: 0

On motion by, Mr. Blessington, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the August 12, 2025, Work Session, and the August 19, 2025, Regular Meeting.

**APPROVAL OF  
MINUTES**

Aye: 8      Nay: 0

**SUPERINTENDENT'S  
REPORT**

Dr. Woods relinquished his time to Dr. Margaret Billings-Jones who presented the report for the Month of September.

Dr. Billings-Jones welcomed the future leaders in the Class of 2038.

The Oxford Area High School held a remembrance ceremony, as did several of our elementary schools, to honor those who lost their lives on 9/11/2001.

Dr. Billings-Jones reviewed the results from the Keystone Exams which were taken in the spring. Oxford students performed above the state average in Algebra I, Biology, and Literature.

The next First Friday will be October 3, 2025, and anyone stopping by the OASD table will have the opportunity to create their own fall Moose.

Oxford Reading Club will resume on October 8, 2025, at Hopewell.

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

**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 Mrs. Dewees, 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.

**STUDENT ACTIVITY  
AND ATHLETIC  
OFFICIALS ACCOUNTS**

Penn's Grove  
Oxford Area High School  
Athletic Officials Account

Aye: 8      Nay: 0

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

<b><u>September 2025</u></b>	
General Fund	\$ 8,183,970.99
Cafeteria Fund	\$ 63,114.25
Capital Projects Fund	\$ 2,095,891.08
Payroll Distribution	\$ 4,128,036.64

Aye: 8      Nay: 0

Mr. Kloss reported the committee met on August 20, 2025. The focus is on celebrating the new education center in West Grove. There are currently 72 students being educated there. This is a plus for students who live in southern Chester County.

**REPORT OF  
INTERMEDIATE UNIT  
AND TECHNICAL  
HIGH SCHOOL  
REPRESENTATIVE**

Brandywine Virtual Academy expects to accommodate 2500 students over the next few years.

TCHS combined serves 3000 students across the three campuses, Pickering, Brandywine and Pennock's Bridge.

The next meeting is September 17, 2025.

Mrs. Dewees stated the council met on August 27, 2025. Due to the budget impasse, few bills have passed. Two new bills from the Senate Education Committee were highlighted.

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

SB 927-Would require visible wellness checks on Cyber Students.  
SB 934-Would require residency verification on Cyber Charter Students twice per year.

The committee was joined by two members of PSBA Department of Advocacy and Government Affairs. They highlighted HB 1814 which would create a statewide policy restricting cell phone use in schools. PSBA's position on this is cell phone use should be determined by each district and not by a statewide mandate.

Due to the budget impasse, districts are losing interest on the funds that would have been received from the state. This time last year OASD received \$12,000 in interest on those state funds.

Shifting of the state budget cycle for schools was discussed.

The members were advised to continue reaching out to legislators on topics which directly impact our district.

Mr. Atkinson reported that the committee met on September 9, 2025. Homecoming kick off will be on Sunday, September 28, 2025, 2-4 p.m.

**ATHLETICS AND  
STUDENT ACTIVITIES**

Three OASD seniors are serving as athletic interns.

The A Better Way Coaches are putting in time to this program and it has been a positive addition to coaching approaches.

Field Hockey continues to practice at Lincoln University and Lincoln will continue to hold Volleyball practices and games in the OAHS Gymnasium.

Mr. Atkinson reported the committee met on September 9, 2025. The committee was presented with the possibility of renting out the ground floor of the Administration Building to a local daycare facility. The Daycare would serve children from infant through pre-school. The Daycare company is the same one that rents space in other district buildings. Daycare would be provided to children of Oxford employees at a discounted rate. If approved, the Board would need to change their meeting location to the first floor of the Administration Building.

**FACILITIES AND  
SAFETY COMMITTEE**

The committee will discuss this further at the next meeting.

An outline for the Phase II construction project was distributed. The HVAC project came in under budget and is complete except for a few punch list items.

The timeline for the upgrade of the sports complex was discussed.

Mrs. Vendrick stated that the committee met September 16, 2025. The Committee heard from Mrs. Motes and Dr. Lennon regarding the newly revised scheduling at Penn's Grove School. The objective is to have school wide data and every teacher involved to improve learning for students.

**EDUCATION  
COMMITTEE**

The Committee celebrated Jackie Mavrelos, Gifted Support teacher at Oxford Area High School, who received the Yale 2025 Educator Award. Mrs. Mavrelos was nominated by current Yale student and Oxford Area High School graduate Owen Oliver. Mrs. Mavrelos has also been the recipient of the 2025 Citadel Heart of Learning Award.

Mr. Kloss stated the committee met on September 3, 2025. Lack of state funding was discussed. Revenue sources were discussed. The majority of real estate taxes have been collected.

**FINANCE AND BUDGET  
COMMITTEE**

Clear Verification Software, tax collection, cyber charter stress and transportation were discussed.

Mr. Blessington stated the committee met on September 9, 2025. The committee looked over the last few policies for readoption. Policy 4520 was tabled tonight. Policy 1185 will be presented for first reading this evening.

**POLICY COMMITTEE**

The next meeting will be October 14, 2025.

All schools have had a successful start to the 2025-2026 school year.

**REPORT OF STUDENT  
REPRESENTATIVE**

At Jordan Bank, the theme for 2025-2026 is "Stomp - Chomp - Learn," a fun dinosaur-inspired focus to kick off the year. Back to School Night was held on September 10, 2025, with a good turnout from families. Initial safety drills have been completed with students to ensure preparedness and confidence in emergency procedures. Staff are currently reviewing initial data, including benchmarks, diagnostics, and teacher-assessed skills-through our MTSS teams to guide instruction and interventions.

On September 17, 2025, kindergarteners will celebrate Constitution Day and on October 12, 2025, Oxford Union One Fire Company will visit to share fire safety lessons with Jordan Bank on

Elk Ridge welcomed Miss Elizabeth Henderson as a Special Education Teacher. Overall, students have done a good job demonstrating school goals of Responsibility, Respect, Honesty, and Kindness and First graders are looking forward to an October field trip to Milburn Orchard.

Back to School Night is scheduled for Wednesday, September 17, 2025, with doors opening at 6:15 P.M and on October 14, 2025, Oxford Union One Fire Company will visit Elk Ridge as part of Fire Safety Month,

Nottingham School welcomed 462 third and fourth grade students on the first day of school. Nottingham will hold their Back-to-School Open

House at 6:15 P.M. and the Band/Orchestra Open House at 7:30 P.M. on September 18, 2025.

Teachers and students kicked off the Student Wide Positive Behavior Presentation on Thursday, September 4, 2025. Students and staff remembered 9/11 by way of wearing red, white, and blue, accompanied by a special announcement on the Nottingham News Broadcast. The Nottingham Student Mileage Club has officially begun, and every Wednesday is Workout Wednesday. Teachers, staff, and students log their mileage during a school wide initiative promoting movement and fitness.

Hopewell Elementary School would like to thank the parents and guardians who joined us for Open House on September 11, 2025. This evening was very well attended. Parents and guardians had an opportunity to meet their children's teachers and learn more about the school year.

Hopewell hosted a spirit day in remembrance of September 11, 2001. Students and staff wore red, white, and blue. Our Boy Scouts, Cub Scouts and Girls Scouts participated in a flag raising ceremony to remember the lives lost on 9/11.

Dr. Addis, Mrs. Gioffre and Ms. Sarafinas met with all classes to review expectations and assist with a smooth transition to 5<sup>th</sup> and 6<sup>th</sup> grade. Teachers have been meeting with the administration on their goals for the school year.

Hopewell will celebrate Constitution Day on September 17, 2025. There will be a presentation on the news program as well as activities throughout the classrooms. Each class is partnered with a local business during the school year. Special thanks to all of our businesses who share their careers and partner with the Oxford Area School District.

Penn's Grove has been excited to start the new school year. The students are earning stingers for the Principal's 200 board to be recognized for their good choices. Students have completed Diagnostic testing and are beginning to work on Benchmarks for the fall.

Parent Teacher conferences will be held on October 16, and 23, 2025. Please see the school website for more information. All middle school sports have begun with games starting this week.

At the high school, Back to School Night will see a new format this year. This year the event will run as an open house. Parents/guardians will begin in the auditorium for an introduction/overview of the high school after which they will have the ability to tour the building and to meet with teachers without structured periods. Clubs will be present in auditorium for parents to meet with.

The 2025 Homecoming Dance is scheduled for Saturday, October 4, 2025, from 6:30-9:30 P.M. in the OAHS Gym and the spirit week leading up to the dance will see changes. Instead of a homecoming parade prior to the homecoming football game, a homecoming kickoff event will take place at on September 28th, 2:00-4:00 P.M. at the football stadium.

High school sports and clubs will help host games, booths, food trucks, competitions, prizes, music, and cheers! Spirit days and the pep rally will still resemble past years. All grades are currently preparing for a hallway decorating contest that replaces the door decorating contest.

On Thursday, September 11, 2025, OAHS held a Remembrance ceremony for 9/11. The choir performed during this ceremony as all the staff and students paid their respects to those that lost their lives during the tragic events of September 11, 2001.

All students should reference the summer reading guide, student handbook, general "Back to School" information, free/reduce lunch applications, and the direct transportation information linked on the guidance website.

Finally, we would like to give a huge shout out to one of our fabulous teachers, Mrs. Jackie Mavrelos. Mrs. Mavrelos was selected as the recipient of the 2025 Yale Educator Award from the Yale Office of Undergraduate Admissions. This award is given to educators who have made exceptional impacts on their students' lives and inspired them to strive for excellence.

Mrs. Warren recognized persons who requested to be placed on the agenda. Nicki Bolger-Lower Oxford-School Libraries being closed due to Policy 6300.

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

Lindsay Johnson-Upper Oxford-school lockdown, Dr. Woods resignation, books removed, FBI investigation, test scores decline.

Steve Roberts-Elk Township- President of Oxford Educational Foundation, approval of volunteers.

Amy Carbonara-Lower Oxford Township-PNC Procurement Cards and requested more information on bill list.

David Tribble-East Nottingham Township-Plan for relabeling of books regarding Policy 6300

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

**PERSONNEL**

**Professional Resignations**

Name: Zoe Peeleman  
Position: Special Education Teacher, Penn's Grove School  
Effective: October 24, 2025

Name: Jennifer Sauer  
Position: Grade 6 Teacher, Hopewell School  
Effective: September 5, 2025

Name: Andrea Stoltzfus  
Position: .5 Art Teacher/ BVA Teacher, Jordan Bank School/ Oxford Area High School  
Effective: October 17, 2025

Name: Evan Vaughn  
Position: Social Studies Teacher, Penn's Grove School  
Effective: September 29, 2025

**Supplemental Resignation**

Name: Kevin Hunter  
 Position: Basketball- Boys Assistant, Penn's Grove School  
 Effective: September 16, 2025

**Appointments**

Name: Raymond Costello  
 Position: Social Studies Teacher, Penn's Grove School  
 Appointment: Temporary Professional Employee  
 Salary: 15 M \$82,672.00  
 Effective: September 29, 2025  
 Replacing: Evan Vaughn, resigned

Name: Viviana Diaz Perez  
 Position: .5 Art Teacher/.5 BVA Teacher, Jordan Bank School/ Oxford Area High School  
 Appointment: Temporary Professional Employee  
 Salary: 6 M \$62,491.00  
 Effective: October 13, 2025  
 Replacing: Andrea Stoltzfus, resigned

Name: Rebekah Finnegan  
 Position: .5 Gifted Teacher, Nottingham School  
 Appointment: Temporary Professional Employee  
 Salary: 8 M \$32,195.00  
 Effective: September 29, 2025  
 Replacing: Kristin Melrath, transferred

**Leaves of Absence**

Name: Beth Hollick  
 Position: Grade 2 Teacher, Elk Ridge School  
 Type: Excess Family Illness  
 Number of Days: Up to 5 days  
 Effective: September 16, 2025

Name: Susan Liljestrang  
 Position: Librarian, Oxford Area High School  
 Type: Excess Family Illness  
 Number of Days: Up to 4.5 days  
 Effective: September 16, 2025

**Salary Changes**

Bevans, Christopher from 7 B \$57,019.00 to 7 B + 24 \$59,737.00 effective August 27, 2025  
 Bochanski, Lauren from 4 M \$60,694.00 to 4 M + 15 \$64,729.00 effective August 27, 2025  
 Burtch-Krivansky, Lynda from 13 M + 45 \$82,569.00 to 13 M + 60 \$84,334.00 effective August 27, 2025  
 Caban-Alamo, Gabriela from 7 M \$63,390.00 to 7 M + 15 \$67,425.00 effective August 27, 2025  
 Goffney, Jaime from 4 M \$60,694.00 + \$1,000.00 to 4 M + 15 \$64,729.00 + \$1,000.00 effective August 27, 2025  
 Hannum, Sara from 12 M \$74,031.00 to 12 M + 15 \$76,635.00 effective August 27, 2025  
 Hudson, Abigail from 7 B \$57,019.00 to 7 B + 24 \$59,737.00 effective August 27, 2025  
 Kelley, Nicoleta from 13 M \$76,681.00 to 13 M + 15 \$79,039.00 effective August 27, 2025

Little, Kaitlyn from 6 M \$62,491.00 to 6 M + 15 \$66,526.00 effective August 27, 2025  
 Massimo, Monica from 16 M \$86,437.00 to 16 M + 15 \$88,202.00 effective August 27, 2025  
 Oleary, Kayley from 4 B \$55,098.00 to 4 B + 24 \$57,918.00 effective August 27, 2025  
 Sharp, Lauren from 12 M \$74,031.00 to 12 M + 15 \$76,635.00 effective August 27, 2025  
 Sperratore, Logan from 4 B \$55,098.00 to 4 M + 15 \$60,694.00 effective August 27, 2025

Stahl, Kathryn from 2 M + 15 \$62,931.00 to 2 M + 30 \$64,696.00 effective August 27, 2025  
 Swenson, Beth from 11 M + 15 \$74,232.00 + \$1,000.00 to 11 M + 30 \$75,997.00 + \$1,000.00 effective August 27, 2025

#### Change in Resignation Date

Name: Jaime Swierczek  
 Position: Reading Specialist, Nottingham School  
 Effective: From October 3, 2025  
 To September 26, 2025

#### Change in Transfer

Date Name: Kristin Melrath  
 Position: From: .5 ATP Teacher, Elk Ridge School/ Nottingham School  
 To: Reading Specialist, Nottingham School  
 Effective: From October 3, 2025  
 To September 29, 2025

#### Non-Professional Resignations

Name: Rosanna Hight  
 Position: Food Service 5.5/179, Penn's Grove School  
 Effective: September 2, 2025

Name: Sandra Howell  
 Position: Food Service 5.75/179, Elk Ridge School  
 Effective: September 8, 2025

Name: Kathleen Murphy  
 Position: Cafeteria Aide, Elk Ridge School  
 Effective: September 5, 2025

#### Appointments

Name: Katelynn Anderson  
 Position: Food Service 5.75/182, Elk Ridge School  
 Salary: \$13.50 per hour  
 Effective: September 22, 2025  
 Replacing: Sandra Howell, resigned

Name: Ana Cruz Flores  
 Position: Food Service 5.5/179, Penn's Grove School  
 Salary: \$13.50 per hour  
 Effective: September 10, 2025  
 Replacing: Rosanna Hight, resigned

Name: Joan Dunham  
Position: Food Service 5.5/179, Penn's Grove School  
Salary: \$13.50 per hour  
Effective: September 3, 2025  
Replacing: Donna Krom, resigned

Name: Kelly Lafferty  
Position: Kindergarten Aide, Jordan Bank School  
Salary: \$18.04 per hour  
Effective: September 15, 2025  
Replacing: Tammy Wunderlich, resigned

Name: Kimberly Renninger  
Position: Cafeteria Aide, Elk Ridge School  
Salary: \$18.04 per hour  
Effective: September 17, 2025  
Replacing: Jaime Arrowood, transferred

**Substitute Appointment**

Name: Jaime Arrowood  
Position: Food Service Substitute, District  
Salary: \$13.50 per hour  
Effective: September 2, 2025

**Volunteers**

Kate Dewees, Karen Drude- OEF, Carla Flood, Kristin Kolody, Chrissy MacDowell- OEF, Lisa Maley, Albert Marcus- OEF, Shirley Williams- OEF

Aye: 8      Nay: 0

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:

**AWARDING  
PROFESSIONAL  
CONTRACTS**

Jennifer Azzara, Christopher Bevans, Hayley Fagan, Lisa Gerber, Andrea Gillinger, Jessica England, Olivia Hocker, Sarah Johnson, Michael Kelley, Hannah Levan, Ryan MacNeil, Kayley Oleary, Ethan Reyle, Kristen Rohrer, Regina Todd, Laura Weaver, Briana Zambruski

On motion by Mrs. Dewees, seconded by Mrs. Vendrick, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approve the following consent agenda items:

**CONSENT AGENDA**

**1302 Students**

Students named on the attached list are considered residents of the school district for the 2025-2026 school year in accordance with Section 1302 of the Public-School Code.

Memorandum of Agreement

Memorandum of Agreement with the Oxford Area Educational Foundation for recruitment, training, placement, and supervision of volunteers in the school for the 2025-2026 school year.

Cecil College videotaping Consent Form

Approval of the request to record students via Zoom while they are presenting speeches for the Cecil College SPH 141 Public Speaking class.

Aye: 8      Nay: 0

On motion by Mrs. Dewees, seconded by Mr. Kloss, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the Assistant Superintendent's Goals for the 2025-2026 school year.

**ASSISTANT  
SUPERINTENDENT'S  
GOALS**

Aye: 8      Nay: 0

On motion by Mr. Blessington, seconded by Mr. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the readoption of the following policies:

**POLICY READOPTION**

4000 Series - Personnel

- Policy # 4540 - Family and Medical Leave
- Policy # 4545 - Military Leave
- Policy # 4550 - Absences: Alternative Sick Leave
- Policy # 4600 - Unlawful Harassment
- Policy # 4610 - Nondiscrimination in Employment Contract Practices
- Policy # 4620 - Disciplinary Action
- Policy # 4470 - Continuing Education / Professional Growth Guidelines
- Policy # 4630 - Whistleblower Policy

Aye: 8      Nay: 0

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

**NEW POLICY  
FIRST READING**

1000 Series - Personnel

- Policy # 1185 - Broadcasting Board Meetings

The Oxford Area Board of School Directors is considering the revision of the following policies:

**POLICY REVISION  
FIRST READING**

4000 Series - Personnel

- Policy # 4530 - Parental Leave
- Policy # 4720 - Tuberculin Skin Testing

The Oxford Area Board of School Directors is considering the revision of the following policies:

**POLICY REVISION  
SECOND READING**

4000 Series - Personnel

**Policy # 4460 - Professional Education Plan**

On motion by Mr. Kloss, seconded by Mr. Blessington, BE IT RESOLVED, That the Oxford Area Board of School hereby accepts the resignation of Mark V. Patterson effective September 16, 2025.

**RESIGNATION OF  
BOARD MEMBER**

Aye: 8      Nay: 0

Mr. Cooney stated the board received 7 emails for correspondence. The topics were school access to board meetings; live streaming public meetings; live streaming board meetings; recording of meetings; minutes and You Tube videos; Hopewell Library; and communication concerns.

**CORRESPONDENCE**

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

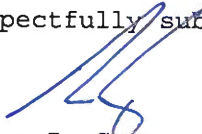
**CALENDAR**

- Wednesday, October 6, 2025, Budget and Finance Committee Meeting, 4 p.m., Administration Building
- Tuesday, October 14, 2025, Policy Committee Meeting, 6 p.m., Administration Building
- Tuesday, October 14, 2025, Athletics & Student Activities Committee Meeting, 6:30 p.m., Administration Building
- Tuesday, October 14, 2025, Facilities & Safety Committee Meeting, 6:45 p.m., Administration Building
- Tuesday, October 14, 2025, Work Session, 7 p.m., Administration Building
- Tuesday, October 21, 2025, Education Committee, 6:30 p.m., Administration Building
- Tuesday, October 21, 2025, Regular Meeting, 7 p.m., Administration Building

On motion by Mrs. Dewees, seconded by Mr. Kloss, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:34 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.*

