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, March 17, 2026, in the Board Room. The meeting was called to order at 7:03 p.m. by President Jenifer A. Warren, followed by the Pledge of Allegiance.

ROLL CALL

ATTENDING WERE:
Jenifer A. Warren, President
Andrew T. Atkinson, Vice President
Tenille E. Dewees, Treasurer
Sean T. Grugan, Member
Mary T. Higgins, Member
Andrew E. Peters, Member
David S. Trimble, Ph.D., Member
Kristin A. Stephen, Member
Debbie K. Vendrick, Member

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

APPROVAL OF AGENDA

On motion by Mrs. Stephen, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the March 17, 2026, agenda as presented.

Aye: 9 Nay: 0

APPROVAL OF MINUTES

On motion by, Mrs. Stephen, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the February 10, 2026, Work Session, and the February 17, 2026, Regular Meeting.

Aye: 9 Nay: 0

SUPERINTENDENT'S REPORT

Dr. Margaret Billings-Jones presented the report for the month of February.

Jordan Bank hosted sixty-five parents for the Kindergarten Open House on February 27, 2026. This gave the parents an opportunity to see Jordan Bank and get a feel for the building, staff, and curriculum.

March was Read Across America Month and students from the high school's National Honor English Honor Society read to Elk Ridge student.

Read Across America enjoyed readings from board and community members.

Career Day at Hopewell hosted twenty-four community members who came out to the school and shared their career choices with the students.

Special Education students were part of the Brew Crew at Penn's Grove School. Students participated in learning how to brew, prepare, and sell coffee.

Oxford Area High School Drama Department presented a wonderful production of "Titanic".

Wrestler John Smith placed third and Blake Hostetter placed eighth in their weight classes.

Act 2 of 2026 Section 1511 of the Public-School Code requires compliance in areas which Oxford Area has already implemented.

PSSA for ELA at Nottingham, Hopewell and Pen's Grove will be held April 21-23, 2026; for math April 28-29, 2026, and for Science for Hopewell and Penn's Grove only, May 5-6, 2026.

FINANCIAL REPORTS

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

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 ACTIVITY AND ATHLETIC OFFICIALS ACCOUNTS

On motion by Mrs. Vendrick, seconded by Mr. Grugan, 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 Mr. Atkinson, seconded by Ms. Higgins, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the Following bill lists for payment:

March 2026

General Fund	$	3,134,955.25
Cafeteria Fund	$	99,792.89
Capital Projects Fund	$	6,760.00
Payroll Distribution	$	2,263,933.18

Aye: 9 Nay: 0

REPORT OF INTERMEDIATE UNIT AND TECHNICAL HIGH SCHOOL REPRESENTATIVE

Mrs. Vendrick attended the February 18, 2026, meeting at the Brandywine location. Barbering Instructor, Drew Gibbler, shared how the program was built and has grown from just eight students to full capacity this year.

Current students and alumni shared their success stories in the program. The CCIU will enroll students in the barbering program at Pennock's Bridge for the 2026-27 school year and at the Pickering Campus for the 2027-28 school year.

Program enhancements such as expanding the construction trade and new apprenticeship pathways are planed for this next school year.

The next meeting is Wednesday, March 18, 2026, at Pickering TCHS.

The Board Appreciation event is March 24, 2026, at TCHS Pennock's Bridge.

REPORT OF CHESTER COUNTY SCHOOL BOARDS LEGISLATIVE COUNCIL REPRESENTATIVE

Mrs. Dewees stated the council met with students involved in Vote Sixteen PA. This is a student led initiative currently focused on allowing sixteen- and seventeen-year-olds to vote for school board elections within the state of Pennsylvania.

New Jersey and Maryland have already implemented this policy.

PSBA presented several concerns to this initiative and presented their advocacy priorities and suggested that now is a good time to look at state testing reform.

PSBA Advocacy Day is May 4, 2026.

HB 460,and SB 375, software contracts and student data privacy were discussed.

Legislative Breakfast is April 17, 2026.

ATHLETICS AND STUDENT ACTIVITIES

Mr. Grugan reported that the committee met on March 17, 2026. Amber Stirling, shared that the High School Cheerleading program has decided to expand to Penn's Grove as a club at the middle school level.

Winter sports have wrapped up. This season there were thirty-eight all-academic team members.

The National English Honor Society is holding a district wide poetry contest.

The installation of the turf field at the stadium may cause interruption of the fall sports season. Other contingencies are being considered.

The committee will meet again on April 21, 2026.

FACILITIES AND SAFETY COMMITTEE

Mr. Atkinson stated the committee met on March 10, 2026. Parking On the grass for high school sports has become an issue and will be followed up with signage and enforcement.

The next meeting will be held on April 14, 2026, at 6:30 p.m.

EDUCATION COMMITTEE

Mrs. Vendrick stated that the committee met on March 17, 2026 , at 6:30 p.m.

Mr. Mellinger presented the WCAG (Web Content Accessibility Guidelines). Requires the district make all accessible digital content compliant with the guidelines. The district must be compliant by April 26, 2027.

The next meeting of the Education Committee will be held on March 17, 2026, at 6:30 p.m.

FINANCE AND BUDGET COMMITTEE

Mrs. Dewees stated the committee met prior to the work session on March 10, 2026. Mr. Cooney reviewed the CCIU Budget.

Enrollment calculation is based on a three-year average. The Teamsters contract is up for renewal this year as well as the supplemental positions within the district.

Last year was an unusually high needs year for health care, cyber charter reform is expected to improve our budget for the 2026-27 school year.

Timeline for the bond issuance was reviewed, and our rating is still A+. Interest rates are good for the bond issuance.

The committee will meet again on March 14, 2026, at 5:30 p.m.

POLICY COMMITTEE

Mr. Atkinson stated the committee met on Tuesday, March 10, 2026.

Policies in the 5000 Series were reviewed. Policy 5330 and Policy 5150 will be presented before the board this evening for first and second reading, respectively.

The next meeting will be April 14, 2026, 6 p.m.

REPORT OF STUDENT REPRESNTATIVE

Oxford Area High School's National English Honor Society (NHS)helped Celebrate Read Across America Week throughout the district's elementary schools during the first week of March. NEHS members served as guest readers and led crafts and activities connected to the books they read, promoting literacy.

Jordan Bank students raised $1,510 for the American Heart Association's Kids Heart Challenge. Under the direction of Health and PE teacher Mollie Steigerwalt, students learned about the heart and heart-healthy activities, culminating in a circus-themed finale.

In early March, we celebrated Read Across America Week with spirit days and an author visit. Reading Specialist Kristen Ciaccia secured children's author Miranda Mittleman, who shared her "Paws and Think" series, themed around her dog, Weaver—who was also in attendance.

Two successful "Candyland Countdown: Sweet Steps into Kindergarten" events, were held where families previewed kindergarten, met staff, explored the curriculum, and learned more about Jordan Bank.

Kindergarten registration for the 2026-2027 school year is now open. Families of children who will turn five on or before September 1, 2026, are encouraged to complete the registration process.

Upcoming events include Dinosaur Discovery Day, National Scribble Day, the Hat Parade, and egg hunts.

Elk Ridge students continue to develop Responsibility, Respect, Honesty, and Kindness. Students earn "Bee Bucks" to use at the school store. In February, the focus was Cooperation; in March, students are working on Self-Confidence.

Elk Ridge raised $1,983.79 for the American Heart Association through the Kids Heart Challenge. Thanks to Mr. Scott Raffetto for coordinating the event. Students and staff also raised $527.60 for

the Eli Seth Matthews Leukemia Foundation, with special thanks to Miss Beth Baity.

During Read Across America Week, OAHS National English Honor Society students visited to read and lead crafts with first- and second-grade classrooms.

Students also enjoyed an author visit from Miranda Mittleman, who shared a book from her "Paws and Pals" series.

In March, Elk Ridge looks forward to the Scholastic Book Fair, Ag Literacy Day, and the Pennsylvania Mobile Ag Lab. Thanks to Future Farmers of America (FFA) students and volunteers for their support, and to the Oxford Education Foundation for sponsoring the Mobile Ag Lab.

Second-grade students will visit the Jennersville YMCA to participate in the S.A.W. (Safety Around Water) program.

Nottingham celebrated National Read Across America Week March 2-6, 2026. Students participated in themed days, the annual vocabulary parade, reading trivia, and D.E.A.R. (Drop Everything and Read). OAHS National English Honor Society students also served as guest readers.

On Friday, March 20, 2026, Nottingham will celebrate World Down Syndrome Day by wearing mismatched or crazy socks.

The school community is invited to Nottingham Elementary's Fine Arts Night on April 9, 2026, from 6:00-8:00 p.m., featuring a student art exhibition, "A Walk Through the Seasons & Portraits: Our Families and Us." The evening will include performances by the Nottingham Band, Orchestra, and Chorus, as well as live music by Jazz Alive, sponsored by the New Holland Education Endowment. Local artists will provide demonstrations, and food trucks will be on site.

Hopewell celebrated Read Across America Week with themed days, including motivational messages, book character costumes, and Oxford spirit wear. A Guest Reader Day was held on March 6,2026, with thanks to Dr. Woods, Dr. Billings-Jones, Mrs. Warren, Mrs. Vendrick, Mrs. Dewees, Mrs. Higgins, OAHS athletes, and the Oxford community.

Hopewell hosted Career Day on March 13, 2026, featuring twenty-four careers. Thanks to participating parents and community members, as well as Mrs. Gioffre and Mrs. Bellocchio for organizing the event. Sponsors included the Oxford PTO, Oxford Education Foundation, and Spread Bagelry.

On March 18, 2026, fifth-grade students will visit the Technical College High School (TCHS) at Pennock's Bridge Campus to explore career pathways.

Students continue earning "stingers" for demonstrating respect, responsibility, and safety, as well as time in the HIVE room. They are also working toward earning a spot at Citizens Bank Weather Education Day at a Philadelphia Phillies game on May 20, 2026. Essays are due March 27, 2026.

Spring Picture Day will be held March 26, 2026.

Congratulations to Mr. Barcus, recipient of a Kids First, Progress, and Unity Award. He was recognized for mentoring a new teacher in preparing for the Praxis exam, dedicating significant time after school

to ensure success. His commitment exemplifies putting students first, fostering progress, and promoting unity.

Penn's Grove recognized Random Acts of Kindness Day on February 17, 2026. Students demonstrating kindness received a "stinger" for the principal's two hundred board.

Read Across America Week included daily themes:
Monday: Red, white, and blue; Tuesday: Hats Off to Reading; Wednesday: Wacky Wednesday; Thursday: Reading Will Take You Places; Friday: Stop, Drop, & Read (maroon and white).

"The Little Mermaid" musical will be performed March 27 and 28, 2026, at 7 p.m., with a matinee on March 29, 2026, at 2 p.m.

Spring sports practices begin next week, and Spring Picture Day is March 26, 2026.

The Oxford Area High School Drama Departments presentations of "Titanic: The Musical" were highly successful; congratulations to the cast, crew, and faculty for their hard work.

All juniors and optionally, seniors, will take the in-school SAT on Thursday, March 19, 2026.

The National English Honor Society speech contest has completed its first round; congratulations to all winners. NEHS is also sponsoring a district-wide poetry contest themed "Hope," with one winner selected from each school.

The National Honor Society hosted another American Red Cross blood drive on March 11, 2026. OAHS is proud to contribute to approximately 20% of blood donations that come from youth.

The Senior Awards Ceremony will take place in early April at 6:00 p.m. in the high school auditorium. Invited students will be recognized for scholarships and positions as class officers.

Parent-teacher conferences conclude March 17, 2026, from 4:00-7:00 p.m., and the third marking period ends March 31, 2026. School counselors are currently meeting with all underclassmen to create schedules for next year.

Spring Break will take place April 1-6, 2026.

REPORT OF SCHOOL PROGRAMS

Dr. Woods mentioned the Kids First Progress and Unity (KPU) Award, a recognition award and the Hornet's Nest Podcast both available on the webpage and social media.

RECOGNITION OF PERSONS WHO REQUESTED TO BE PLACED ON THE AGENDA

Mrs. Warren recognized persons who requested to be placed on the agenda.

Joanne Norris-Oxford Borough-PTO
Hannah Kilchenstein-Oxford Borough-PTO
Evan Kilchenstein-Oxford Borough-PTO

PERSONNEL

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

Professional

Retirements

Name: Deborah Aubin
Position: Autistic Support Teacher, Penn's Grove School
Effective: End of 2025-2026 School Year

Name: Lorraine Munion
Position: Special Education, Oxford Area High School
Effective: August 7, 2026

Name: Margaret Wilkinson
Position: Kindergarten Teacher, Jordan Bank School
Effective: End of 2025-2026 School Year

Resignation

Name: Matthew Nelms
Position: Kindergarten Teacher, Jordan Bank School
Effective: March 31, 2026

Appointment
Name: Karen Newburg
Position: .5 Speech and Language Pathologist, Elk Ridge School
Salary: 16 M + 30 $44,983.50 (prorated)
Effective: May 18, 2026
Replacing: New Position

Supplemental Appointments

Name: Briana Fry
Position: Track & Field Coach, Penn's Grove School
Salary: $2,285.00
Effective: March 16, 2026

Name: Andrea Jenkins
Position: Track & Field Coach, Penn's Grove School
Salary: $2,394.00
Effective: March 16, 2026

Name: Antonina Marchesani
Position: Track & Field Coach, Penn's Grove School
Salary: $2,285.00
Effective: March 16, 2026

Name: Matthew Marek
Position: Baseball Head Coach, Penn's Grove School
Salary: $2,826.00
Effective: March 16, 2026

Name: Gary Mazza
Position: Boys Lacrosse Head Coach, Penn's Grove School
Salary: $2,770.00
Effective: March 16, 2026

Name: Leslie Sleeman
Position: Girls Lacrosse Assistant Coach, Penn's Grove School
Salary: $2400.00
Effective: March 16, 2026

Salary Changes

Buchanan, Barbara from 7 B $57,019.00 + $1,000.00 to 7 M $63,390.00 + $1,000.00 effective February 1, 2026
Drager, Michele from 12 M + 15 $76,635.00 + $1,000.00 to 12 M + 30 $78,400.00 + $1,000.00 effective February 1, 2026
Hostetter, Justin from 9 M $65,390.00 to 9 M + 15 $69,425.00 effective February 1, 2026
Massimo, Monica from 16 M + 15 $88,202.00 to 16 M + 30 $89,967.00 effective February 1, 2026
Peters, Dominique from 8 M + 30 $70,190.00 to 8 M + 45 $71,955.00 effective February 1, 2026
Ross, Julia from 11 M + 15 $74,232.00 to 11 M + 30 $75,997.00 effective February 1, 2026
Shelley, Jennifer from 16 M + 15 $88,202.00 + $1,000.00 to 16 M + 30 $89,967.00 + $1,000.00 effective February 1, 2026
Wagner, Angela from 16 M + 30 $89,967.00 to 16 M + 45 $91,732.00 effective February 1, 2026

Leave of Absence

Name: Kimberley Towers
Position: Social Studies Teacher, Oxford Area High School
Type: Excess Family Illness
Number of Days: Up to 5 days
Effective: March 4, 2026 through the end of the 2025- 2026 school year

Resignation

Name: Maricarmen Ayllon-Bernal
Position: Cafeteria Aide, Nottingham School
Effective: March 9, 2026

Appointments

Name: Monica Guss
Position: Cafeteria Aide, Jordan Bank School
Salary: $18.04 per hour
Effective: March 23, 2026
Replacing: Linnette Ramos-Ubiles, transferred

Name: Kylie Klein
Position: Instructional Aide-Special Education, Penn's Grove School
Salary: $18.04 per hour
Effective: March 18, 2026
Replacing: Jennifer Yacka, resigned

Name: Elizabeth Peed
Position: Instructional Aide-Special Education, Penn's Grove School
Salary: $18.04 per hour
Effective: March 18, 2026
Replacing: Lisa Pilaitis, resigned

Leave of Absence

Name: Brenda Nelson
Position: Food Service 7.5/183, Nottingham School
Effective: January 26, 2026 through June 9, 2026

Effective Date Changes

Name: Stephanie Pizzo
Position: Attendance Secretary, Oxford Area High School
Effective: From February 23, 2026 to February 24, 2026

Name: Linette Ramos-Ubiles
Position: ESL Instructional Aide, Jordan Bank School
Effective: From February 18, 2026 to February 24, 2026

Volunteers

Kayla Chandler, Christine DeHaven-Taylor, Frederic Eckhauser- OEF, Leanne Gebhart, Sheila Purnell- OEF, Trisha Turk

Aye: 9 Nay: 0

On motion by Mrs. Dewees, seconded by Dr. Trimble, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following consent agenda items: **CONSENT AGENDA**

CCIU Budgets

Approval of the 2026-2027 Chester County Intermediate Unit Core, Occupational Education and Categorical Budgets.

Chester County Tax Collection Delegates

Appointment of the Chester County Tax Collections Delegates as follows:

1. Primary Voting Delegate: Brian Cooney
2. Secondary Voting Delegate: Evette Shaffer
3. Alternate Voting Delegate: Lisa Kell

Maintenance Contract

Contract with Windview Athletic Fields for maintenance of the fields throughout the district beginning March 2026, and ending December 2028, in the amount of $112,630.00 for the 2025-26 school year.

Aye: 9 Nay: 0

On motion by Mrs. Stephen, seconded by Mrs. Dewees, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby grants final approval of the ELA resources as per the attached. **FINAL CURRICULUM APPROVAL**

Aye: 9 Nay: 0

On motion by Mrs. Dewees, seconded by Mr. Atkinson BE IT RESOLVED, That the Oxford Area Board of School Directors hereby authorizes the incurrence of nonelectoral debt by the issuance of General Obligation Notes in a maximum aggregate amount not to exceed $22,000,000, for the purpose of financing a capital improvement program as described herein; providing for maximum interest rates, maximum maturity amounts and place of payment in respect of the bonds; finding that a private negotiated sale is in the best financial interest of the school district; setting forth the acceptance of a proposal for the purchase of the bonds; authorizing the proper officers to execute and deliver **MAXIUM PARAMETERS RESOLUTION**

the bonds; authorizing the preparation and filing of a debt statement and other documentation and directing the certification and filing of the proceedings with the Department of Community and Economic Development; and setting forth a form of bond; covenanting to create a sinking fund and to budget, appropriate and pay debt and taxing power of the school district for the bonds' setting forth the substantial form of the bonds' authorizing the execution of a continuing disclosure agreement; appointing a paying agent and sinking fund depository; and authorizing other necessary action, as per the attached.

Aye: 9 Nay: 0

On motion by Mr. Atkinson, seconded by Mrs. Dewes, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby agrees to the Bond Purchase Agreement with RBC Capital markets, LLC., as per the attached. **GENERAL OBLIGATION BONDS, SERIES OF 2026**

Aye: 9 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 MOU between the Oxford Area School District and the Oxford Area Educational Association in regard to Credit Recovery in HVA, as per the attached. **MOU FOR CREDIT RECOVERY IN HVA**

Aye: 9 Nay:0

On motion by Mr. Atkinson, seconded by Dr. Trimble, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the Youth Mental Health Workshop Survey for students through New London Counseling Center as per the attached. **YOUTH MENTAL HEALTH WORKSHOP SURVEY**

Aye: 9 Nay:0

The Oxford Area Board of School Directors is considering revisions to The following policies: **POLICY REVISION**

First Reading

5000 Series - Students

Policy # 5300 - Early Graduation

The Oxford Area Board of School Directors is considering revisions to The following policies: **POLICY REVISION**

Second Reading

5000 Series - Students

Policy # 5150 - Attendance: Excuses for Absence

On motion by Mrs. Stephen, seconded by Ms. Higgins, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby readopts the following policies: **POLICY READOPTION**

5000 Series - Students

Policy # 5320 - Progress - Weighted Grading
Policy # 5340 - Graduation Requirements
Policy # 5350 - Student Records
Policy # 5360 - Special Education Evaluations and Requests for Independent Educational Evaluations
Policy # 5370 - Supplemental Discipline Records
Policy # 5375 - Behavior Support
Policy # 5380 - Student Rights/Surveys
Policy # 5400 - Conduct: Bus Conduct
Policy # 5420 - Welfare: Smoking

Aye: 9 Nay: 0

Mr. Cooney stated the Board has not received any new correspondence. **CORRESPONDENCE**

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

Tuesday, April 14, 2026, Budget and Finance Committee, 5:30 p.m., Administration Building
Tuesday, April 14, 2026, Policy Committee, 6 p.m., Administration Building
Tuesday, April 14, 2026, Facilities and Safety Committee, 6:30 p.m., Administration Building
Tuesday, April 14, 2026, Work Session, 7 p.m., Administration Building
Tuesday, April 21, 2026, Athletics & Student Activities Committee, 6 p.m., Administration Building
Tuesday, April 21, 2026, Education Committee, 6:30 p.m., Administration Building
Tuesday, April 21, 2026, Regular Meeting, 7 p.m., Administration Building
Friday, May 29, 2026, Oxford Area High School Graduation 6 p.m., Oxford Area High School Gymnasium

On motion by Mrs. Dewees, seconded by Mrs. Stephen, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:21 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.