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, August 18, 2026, in the Board Room. The meeting was called to order at 7:05 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 Ms. Higgins, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the August 18, 2026, agenda as presented.

Aye: 9 Nay: 0

APPROVAL OF MINUTES

On motion by, Mrs. Dewees, seconded by Mrs. Vendrick, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the June 9, 2026, Work Session, and the June 16, 2026, Regular Meeting.

Aye: 9 Nay: 0

SUPERINTENDENT'S REPORT

Dr. Woods deferred to Dr. Stephanie Farmer who presented a report on the Purple Star School Program. This program will take effect on January 1, 2027. At the end of the 2025-2026 school year there were 202 military connected students. The Purple Star designation reflects our district's commitment to recognizing and supporting military students and families. Beginning January 1, 2027 there will be a dedicated military families and educator resource page on the district website.

Dr. Margaret Billings-Jones reported that there were 150 students who attended the Extended Learning Program, 95 students attended the Extended School Year Program, and 161 students attended the Summer Academies.

Dr. Margaret Billings-Jones reviewed the Summer Reading Program, Every Student Succeeds Act (ESSA), School-wide Plans Title and TSI, A-TSI 2026, and the Family Engagement dates.

The High School homecoming football game will be played on October 16, 2026.

There are currently 236 new student enrollments for 2026-2027 school year.

There are currently twelve new teachers who will be attending the New Teacher Induction Program beginning on August 27, 2026.

Dr. Woods noted that August 31, 2026 is the staff breakfast in Penn's Grove School beginning at 8:00 a.m.

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 Mr. Atkinson, seconded by Mrs. Stephen, 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 School
Oxford Area High School
Athletic Officials Account

Aye: 9 Nay: 0

PAYMENT OF BILLS

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

August 2026

General Fund	$10,467,240.52
Cafeteria Fund	$ 33,980.44
Capital Projects Fund	$ 6,037,910.36
Payroll Distribution	$ 2,377,988.29

Aye: 9 Nay: 0

REPORT OF INTERMEDIATE UNIT AND TECHNICAL HIGH SCHOOL

Mrs. Vendrick stated that the board met on June 17, 2026, at Brandywine Technical College High School.

June was the reorganizational month for the CCIU officers.

Mrs. Vendrick reviewed the CCIU's four mission goals which are discussed at each of their meetings.

The next CCIU Board of Directors meeting will be held on August 19, 2026 at the Brandywine Campus.

REPORT OF CHESTER COUNTY SCHOOL BOARDS LEGISLATIVE COUNCIL REPRESENTATIVE

Mrs. Dewees stated that there was a last-minute cancellation of their meeting.

ATHLETICS AND STUDENT ACTIVITIES

Mr. Grugan stated the committee met on August 18, 2026.

The High School fall sports are up and running. The Penn's Grove football program is up and running and the rest of the Penn's Grove fall sports will begin on the first week of school.

An additional certified athletic trainer was hired.

Homecoming week begins on October 12, 2026.

Winter track was discussed with a presentation being made to the School Board at the next meeting.

The first three or four football games will be played at Oxford Area School District's stadium. Due to the start of the construction at the stadium the remaining games will be played at Lincoln University's stadium.

The High School marching band will be playing the National Anthem at the Philadelphia Phillies game on August 21,2026. They will also be playing at the Oxford Night at the Lancaster Stormers Stadium on September 1, 2026.

The next meeting will be held on September 15, 2026.

FACILITIES AND SAFETY COMMITTEE

Mr. Atkinson stated the committee met on August 11, 2026.

Dr. Woods updated the committee on the current capitol projects and construction activity.

The pre-school renovation project for the ground floor of the Administration Building is on hold.

The district is looking into a potential partnership with the Technical College for a High School electrical construction program.

The district received and are reviewing bids for the stadium turf field project.

The next meeting will be held on September 8, 2026, at 6:30 p.m.

EDUCATION COMMITTEE

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

The committee discussed the district's use of AI.

The next meeting of the Education Committee will be held on September 15, 2026, at 6:30 p.m.

FINANCE AND BUDGET COMMITTEE

Mrs. Dewees stated the committee did not have a meeting this month.

The committee will meet again on September 8, 2026, at 5:45 p.m.

POLICY COMMITTEE

Mr. Atkinson stated the committee met on August 11, 2026, at 6:30 p.m.

The committee continued to review sample policies from other districts concerning the use of AI technology. Dr. Woods discussed developing a timeline for an Oxford Area School District policy.

Policies in the 6000 Series are scheduled for review in January, 2027.

The next meeting will be held on September 8, 2026, at 6:00 p.m.

STUDENT REPRESENTATIVE

Katelyn Leid, who is the student representative for 2026-27 school year introduced herself.

BOARD IN-SERVICE/ BOARD GOALS

Mrs. Warren reported the Board Goals will be discussed at Work Sessions as a committee of the whole.

REPORT OF SCHOOL PROGRAMS

Dr. Woods recognized the changes in administration.

RECOGNITION OF PERSONS WHO REQUESTED TO BE PLACED ON THE AGENDA

Mrs. Warren recognized persons who requested to be placed on the agenda. There were none.

PERSONNEL

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

Professional

Retirements

Name:	Matthew Hovanec
Position:	Principal, Elk Ridge School
Effective:	October 16, 2026

Resignations

Name:	Lauren Bochanski
Position:	ESL Teacher, Penn's Grove School
Effective:	September 29, 2026

Name:	Hailey Grant
Position:	Grade 7 Teacher, Penn's Grove School
Effective:	June 22, 2026

Name:	Olivia Hocker
Position:	Grade 6 Teacher, Hopewell School
Effective:	October 2, 2026

Name:	Kimberly Hoff
Position:	Social Studies Teacher, Oxford Area High School
Effective:	October 2, 2026

Name: Nicole Pierce
Position: Learning Support Teacher, Hopewell School
Effective: July 8, 2026
Name: Jenna Townsend
Position: Special Education Teacher, Oxford Area High School
Effective: June 17, 2026

Appointments

Name: Sharon Breedon
Position: Family Consumer Science Teacher, Oxford Area High School
Appointment: Professional Employee
Salary: 15 M $88,437.00
Effective: August 31, 2026
Replacing: Diane Hauser, Retired

Name: Kathleen Conner
Position: Learning Support Teacher, Nottingham School
Appointment: Professional Employee
Salary: 14 M $84,102.00 + $1,000.00
Effective: August 31, 2026
Replacing: Victoria McMullen, Transferred

Name: Alicia Dutill
Position: Grade 5 Teacher, Hopewell School
Appointment: Temporary Professional Employee
Salary: 10 M $72,481.00
Effective: August 31, 2026
Replacing: Kayley Oleary, Resigned

Name: Andrea Green
Position: Grade 1 Teacher, Elk Ridge School
Appointment: Temporary Professional Employee
Salary: 1 M $60,933.00
Effective: August 31, 2026
Replacing: Susan Sumner, Retired

Name: Nicholas Harty
Position: Food Service Director, District
Salary: $82,000.00
Effective: August 27, 2026
Replacing: Ashton Baker, Resigned

Name: Grace Hughson
Position: Science Teacher, Penn's Grove School
Appointment: Temporary Professional Employee
Salary: 9 B $62,965.00
Effective: August 31, 2026
Replacing: Allan Schaefer, Retired

Name: Abbigale Mingus
Position: Grade 5 Teacher, Hopewell School
Appointment: Temporary Professional Employee
Salary: 1 B $55,270.00
Effective: August 31, 2026
Replacing: Jennifer Sauer, Resigned

Name: Grace O'Neill
Position: Learning Support Teacher, Hopewell School

Appointment: Temporary Professional Employee
Salary: 4 B $56,513.00 + $1,000.00
Effective: August 31, 2026
Replacing: Nicole Pierce, Resigned

Name: Jenny Tyler
Position: Speech & Language Pathologist, District
Appointment: Professional Employee
Salary: 13 M $81,112.00
Effective: August 31, 2026
Replacing: New Position

Transfers

Name: Stephanie Farmer
Position: From: Assistant Principal, Oxford Area High School/HVA Assistant Principal, District
To: Interim Principal, Elk Ridge School
Effective: September 2, 2026
Replacing: Matthew Hovanec, Retired

Name: Vanessa Kephart
Position: From: English Teacher, Oxford Area High School
To: Assistant Principal, Oxford Area High School
Salary: $100,000.00
Effective: To Be Determined
Replacing: Andrew Wendle, Transferred

Name: Victoria McMullen
Position: From: Learning Support Teacher, Nottingham School
To: Autistic Support Teacher, Nottingham School
Effective: August 31, 2026
Replacing: Michele Drager, Resigned

Name: Aliza Moran
Position: From: Learning Support Teacher, Penn's Grove School
To: English & Language Arts Teacher, Penn's Grove School
Effective: August 31, 2026
Replacing: Hailey Grant, Resigned

Name: Tami Motes
Position: From: Principal, Penn's Grove School To: HVA Principal/ Safety & Security Coordinator, District
Effective: August 24, 2026
Replacing: Stephanie Farmer, Transferred

Name: Karen Newburg
Position: From: .5 Speech & Language Pathologist, Nottingham School
To: Speech & Language Pathologist, Nottingham School
Salary: $91,967.00
Effective: August 31, 2026
Replacing: Francine Gulino, Resigned

Name: Andrew Wendle
Position: From: Assistant Principal, Oxford Area High School
To: Principal, Penn's Grove School

Effective: August 24, 2026
Replacing: Tami Motes, Transferred

Salary Changes

Bochanski, Lauren from 5 M + 15 $68,078.00 to 5 M + 30 $69,843.00 effective August 31, 2026

Cook, Daniel from 14 M $84,102.00 to 14 M + 15 $85,867.00 effective August 31, 2026

Dunfee, Jill from 12 M + 15 $80,474.00 to 12 M + 30 $82,239.00 effective August 31, 2026

Ebersole, Kelly from 9 M $69,831.00 to 9 M + 15 $73,263.00 effective August 31, 2026

Gillinger, Andrea from 6 B $57,927.00 to 6 B + 24 $60,880.00 effective August 31,2026

Kelley, Nicoletta from 14 M + 15 $85,867.00 to 14 M + 30 $87,632.00 effective August 31, 2026

Kephart, Vanessa from 14 M $84,102.00 to 14 M + 15 $85,867.00 effective August 31, 2026

King, Audra from 9 M $69,831.00 to 9 M + 15 $73,263.00 effective August 31, 2026

Lewin, Kimberly from 15 M + 15 $90,202.00 to 15 M + 30 $91,967.00 effective August 31, 2026

Malone, Liza from 6 M $64,840.00 to 6 M + 15 $68,860.00 effective August 31, 2026

Martinez, Lisa from 10 M + 30 $77,432.00 to 10 M + 60 $80,962.00 effective August 31, 2026

Mavrelos, Jackie from 14 M $84,102.00 + $1,000.00 to 14 M + 15 $85,867.00 + $1,000.00 effective August 31, 2026

Melrath, Kristin from 14 M + 45 $89,997.00 to 14 M + 60 $91,163.00 effective August 31, 2026

Mitchell, Margaret from 8 M $66,840.00 to 8 M + 15 $70,860.00 effective August 31, 2026

Nelson, Alexandra from 2 B $55,684.00 + $1,000.00 to 2 M $61,715.00 + $1,000.00 effective August 31, 2026

Ross, Julia from 12 M + 30 $82,239.00 to 12 M + 45 $84,004.00 effective August 31, 2026

Sharp, Lauren from 13 M + 15 $82,877.00 to 13 M + 30 $84,642.00 effective August 31, 2026

Soule, Lisa from 16 M $88,437.00 to 16 M + 15 $90,202.00 effective August 31, 2026

Towers, Kimberly from 16 M $88,437.00 to 16 M + 15 $90,202.00 effective August 31, 2026

Whiteman, Ashley from 15 M + 45 $93,732.00 to 15 M + 60 $95,498.00 effective August 31, 2026

Leave of Absence

Name:	Matthew Hovanec
Position	Principal, Elk Ridge School
Type:	Excess Family Illness
Number of Days:	Up to 10 days
Effective:	August 12, 2026 through the end of the 2026-2027 School Year

Aye: 9 Nay: 0

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 for 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:

Hannah Bellocchio, Lauren Bochanski, Kathleen Conner, Courtney Green, Linda Holahan, Benjamin John, Audra King, Carly King, Jennifer Maloney, Lorin Marchesani, Barbara Morlando, Helena Salve, Mary Slauch, Jenny Tyler, Emily Visco

CONSENT AGENDA

On motion by Dr. Trimble, seconded by Ms. Higgins, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following consent agenda items:

Student Accident Insurance

Voluntary student accident insurance with United States Fire Insurance Company.

1302 Students

Students named on the attached list are considered residents of the school district for the 2026-2027 school year in accordance with Section 1302 of the Public School Code.

Athletics Event Admission Pricing

Price of admission to athletic events for the 2026-2027 school year as follows:

Student Admission	$ 3
Adult Admission	$ 5
Student Season Pass	$25
Adult Season Pass	$35
Family Season Pass	$50

Athletic Worker Rate of Pay

Ticket Sellers	All Sports	$30
Ticket Takers	All Sports	$30
Timer	All Sports	$30
Spectator Supervision	All Sports	$30
Chain Gang (Penn's Grove)	Football	$30
Chain Gang (High School)	Football	$30

Announcer	Football	$30
Scorer	Basketball/Wrestling	$30
Judge	Cross Country	$30
Judge	Track & Field	$30

ATSI Plans

Approval of the ATSI (Additional Targeted Support and Improvement) Plans for Oxford Area High School and Penn's Grove Middle School.

Student Handbooks

Approval of the 2026-2027 Student Handbooks for the Oxford Area High School, Penn's Grove, and the K-6 Elementary Schools as per attached.

Vacancies

Approval for Dr. David A. Woods, Superintendent, to fill vacancies in personnel between this August Regular Meeting and the September 15, 2026, Regular meeting, when the positions may be approved retroactively to the employee's start date.

Special Education Contracts

a. Contract between Peritech Home Health Associates, LLC, and the Oxford Area School District for student-specific healthcare professionals as needed, as per the attached.

b. Contract between The Creekview Center and the Oxford Area School District for student-specific Independent Educational Evaluations as needed, as per the attached.

c. Contract between Dr. LeeAnn Grisolano, Currents of Change Counseling, and the Oxford Area School District for student-specific psychological evaluations as needed, as per the attached.

Maintenance Contract

a. Contract with Metro Elevator Company, Inc, for monthly inspection and maintenance services for hydraulic passenger elevators and wheelchair lifts located at various areas throughout the district, as per the attached.

b. Contract with Filter Services Inc for district-wide filter services for the 2026-2027 school year, as per attached.

Contract Renewal

Contract renewal between the Oxford Area School District and CCRES for educational and instructional support services as outlined in the attached.

Aye: 9 Nay: 0

Cafeteria Fund Pricing

CAFETERIA FUND PRICING

On a motion by Mrs. Dewees, seconded by Dr. Trimble, BE IT RESOLVED, that the Oxford Area Board of School Directors hereby adopts the 2026-2027 Cafeteria Fund Pricing.

Aye: 9 Nay: 0

SALARIES-CAFETERIA

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

cafeteria salaries for the 2026-2027 school year.

Aye: 9 Nay: 0

Donations **DONATIONS**

On a motion by Mr. Atkinson, seconded by Ms. Higgins, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby accepts the following donations:

1. A handcrafted bench in honor of the Class of 1965, to be displayed in the original high school building where the class attended school, now known as Penn's Grove.

2. Gift cards donation from the Missionary Sisters of the Sacred Heart of Jesus to assist families in our community who are most in need.

Aye: 9 Nay: 0

PSFIG Grant **PSFIG GRANT**

On a motion by Mr. Atkinson, seconded by Dr. Trimble, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby authorizes the removal of the Nottingham School Project and the replacement of it with the Elk Ridge School Project in the PSFIG Grant.

Aye: 9 Nay: 0

On motion by Mrs. Stephen, seconded by Dr. Trimble, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approve the Superintendent's Goals for the 2026-2027 school year. **SUPERINTENDENT'S GOALS**

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, September 8, 2026, Finance & Budget Committee 5:45 p.m., Administration Building
Tuesday, September 8, 2026, Policy Committee 6 p.m., Administration Building
Tuesday, September 8, 2026, Facilities & Safety Committee 6:30 p.m., Administration Building
Tuesday, September 8, 2026, Work Session 7 p.m., Administration Building
Tuesday, September 15, 2026, Athletics & Student Activities Committee 6 p.m., Administration Building
Tuesday, September 15, 2026, Education Committee 6:30 p.m., Administration Building
Tuesday, September 15, 2026, Regular Meeting 7 p.m., Administration Building

Mrs. Warren announced that an Executive Session was held on Tuesday, August 11, 2026 following the Work Sesson where personnel issues were discussed. She also announced that the Board will meet in Executive Session following this meeting to discuss personnel. **ANNOUNCEMENT OF EXECUTIVE SESSION**

On motion by Mrs. Dewees, seconded by Dr. Trimble, the regular Meeting of the Oxford Area Board of School Directors adjourned at 8:36 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.