

**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, October 16, 2018, in the District Board Room. The meeting was called to order at 7:03 p.m. by President Joseph E. Tighe followed by the Pledge of Allegiance.

ATTENDING WERE:

ROLL CALL

Joseph E. Tighe, President
Mark V. Patterson, Vice President
Robert F. Tenga, Treasurer
Kristen E. Dean, Member
Stephen R. Gaspar, Member
Gary E. Olson, Member
Eric W. Owens
Howard S. Robinson, Member
Jenifer A. Warren, Member

ALSO ATTENDING WERE:

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

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED,
That the Oxford Area Board of School Directors hereby approves
the October 16, 2018 agenda as presented.

**APPROVAL OF
AGENDA**

Aye: 9 Nay: 0

Mr. Ryan Maule, Director of the Hopewell Band and President of the
Oxford Area Education Association thanked the negotiating committee.
Mr. Maule stated they have reached a tentative agreement. The
agreement is on the agenda this evening.

**PUBLIC COMMENT
CONCERNING ITEMS
ON THE AGENDA**

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED,
That the Oxford Area Board of School Directors hereby approves the
minutes of the September 11, 2018 Work Session and the September 18,
2018 Regular Meeting as presented.

**APPROVAL OF
MINUTES**

Aye: 9 Nay: 0

Mr. Woods invited Dana Douglas to address the board. Ms. Douglas
recognized Hannah Bartlett, who was named a Commended Student in the
2019 National Merit Scholarship Program.

**SUPERINTENDENT'S
REPORT**

Mr. Woods yielded his time to Dr. Margaret Billings-Jones who gave a
report of the district for the month of September.

Dr. Billings-Jones invited Principal, Tami Motes, and Assistant
Principal, Kristen Chastain, to present the Comprehensive Plan for
Penn's Grove School and Assistant Principal, Dana Douglas to report
on the Comprehensive Plan for Oxford Area High School.

Mrs. Motes stated that the plan for Penn's Grove will concentrate on issues of safety and raising performance in English/language arts as well as raising performance in math and science. She also stated that algebra students have exceeded the state growth standard in algebra with a high 90's average. Eighth grade students show moderate growth in English/language arts and eighth grade IEP students are showing moderate growth in science.

Mrs. Douglas stated that the high school was recognized in Consumer News and World Report as a Bronze Medal school. This is based on state required tests and how well schools prepare students for college.

PVAS-indicator for growth, has shown that Oxford Area High School has met the standard for Pennsylvania academic growth in literature for three consecutive years.

Mrs. Douglas stated that overall the number of students scoring proficient and advanced on Keystone Exams needs to improve as well as continuing work to close the achievement gap for historically underperforming students on those exams.

Dr. Billings-Jones presented the PSSA data for grades three through eight. She showed a breakdown of the proficient or above students based on the 17-18 Keystone Exams for English/language arts.

The goals of Continuity, Consistency and Effective Communication Pre-K-16; Programming, Curriculum Development and Evaluation; Community Outreach and Involvement and Staffing are Dr. Billings-Jones' goals and align with the superintendents goals for 2018-2019.

Faculty and Administration participated in the First Friday event on October 5, 2018 along with staff from Jordan Bank and served free water ice to the community.

On October 10, 2018 Oxford Reading Club was hosted by Hopewell School. There was a wonderful turn out of families and students.

October 17, 2018 will be the next Family Read at Nottingham School.

On motion by Mr. Olson, 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: 9 Nay: 0

On motion by Mr. Gaspar, seconded by Mrs. Dean, 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: 9 Nay: 0

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

PAYMENT OF BILLS

October 2018

General Fund	\$4,120,869.33
Cafeteria Fund	\$91,571.85
Capital Projects Fund	\$11,604.00
Payroll Distribution	\$1,709,208.97

Aye: 9 Nay: 0

REPORTS

Mr. Robinson reported on Chester County Intermediate Unit's Brandywine Virtual Academy. For the 2017-18 school year the CCIU had a goal to research, develop and launch an online STEM program. They have done this and for the 2018-19 school year there is an online STEM program for districts and 21st Century learning opportunities for students. The program is currently available for ninth grade students and will be expanded to tenth through twelfth grade within the next few years.

**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 from Mr. Robinson, Chester County Intermediate Unit and Technical High School Representative.

Aye: 9 Nay: 0

Mr. Tenga reported that the Legislative Council met on September 26, 2018 and that there are only three voting session days left in each chamber, including today.

**CHESTER COUNTY
SCHOOL BOARDS
LEGISLATIVE
REPRESENTATIVE**

SB 1095 - Keystone Exams - still required but approval of alternate pathways was signed in House today. The alternative pathways are:

- Students must be proficient on all three exams
- Student's Composite score must be proficient on one, basic on two
- Different metric - SATs, ACTs
- Act 6 CTEs can use NOCTI or ASVAB or internship

HB 2574, which would not prohibit teachers from wearing religious garb, was laid on table.

HB 2593 and 2571 were rendered moot by Janus vs. ASCME US Supreme Court ruling.

HB 1228 allows students to use sunscreen with parent's note, was re-referred October 2, 2018.

HB 2205 and 2157 would establish advisory committees for C/T programs are in first consideration.

HB 1386 would not require Special Ed teachers to have a certificate in a subject area. This was presented to Governor October 12, 2018.

Senate Resolution 417 required the Joint State Government Commission to conduct a comprehensive study of issues, benefits and options related to instituting a later start time at secondary schools.

SB 1181 - Mental Health Exams, would require depression screening for students but parents can opt out. The results would be shared only with parents unless parents choose to share. The results would not be included in student's academic record. This was referred back to education committee.

This year's legislative breakfast is tentatively set for March 15, 2019.

On motion by Mr. Olson, seconded by Mr. Gaspar, BE IT RESOLVED, That The Oxford Area Board of School Directors hereby accepts the report from Mr. Tenga, Chester County Intermediate Unit and Technical High School Representative.

Aye: 9 Nay: 0

Mr. Gaspar stated that the committee met but there is nothing new to report.

**ATHLETICS AND
STUDENT ACTIVITIES
COMMITTEE**

Mr. Gaspar stated that the committee met but there is nothing new to report.

**FACILITIES AND
SAFETY
COMMITTEE**

Mr. Tenga reported that the committee met October 16, 2018. The committee reviewed the 2019-2020 Budget Calendar. The important upcoming date is January 31, 2019 when we need to tell the state if we are going to opt out of Act 1 or not raise taxes above the index.

**FINANCE AND
BUDGET
COMMITTEE**

The Per Pupil allocation was discussed. It is recommended that the allocation be raised from \$170 per pupil to \$173 per pupil due to rising cost and declining enrollment.

The next Finance and Budget meeting will be held on January 15, 2019.

Mr. Olsen reported that the committee met on October 16, 2018. He thanked members for participating on the committee.

TECHNOLOGY COMMITTEE

The committee discussed infrastructure updates and the replacement of several servers. There are still servers which need to be upgraded.

The operating system for Ipads is being updated to IOS 12 and we are getting a "B App" for the Ipads.

Mr. Olsen reported that the committee met on October 16, 2018 and discussed Policies 3310: Federal Programs Procurement; 5620: District-wide Wellness and 7400: Title I Parent/Guardian and Family Engagement. All three are on the agenda for a second reading tonight.

POLICY COMMITTEE

Mr. Tighe stated nothing new to report but hopefully after this meeting there will be.

**BOARD IN SERVICE/
BOARD GOALS**

Jordan Bank reports students are in the process of completing diagnostic assessment through Exact Path to determine their individual pathway to learning.

**STUDENT
REPRESENTATIVE'S
REPORT**

Teachers received additional professional development in ST Math, specifically on how ST Math connects to real examples in Math in Focus.

On October 5th, Jordan Bank held its first Parent University of the year which featured ST Math so that parents could see how they may support their children in Math at home.

Students are continuing to fill the school bucket with Kindness Balls and have, in turn, been rewarded with an Incredibles Day, Pajama Day, and Sports Day at various identified indicator levels. The school is working toward a Hat Day.

Students will participate in the time-honored Mask Parade on Friday, October 26th. This is an opportunity for student to celebrate creativity.

Elk Ridge sends congratulations to all of their September students of the month. Student earned over 4,400 "Bee Tickets" for the month of September through our School Wide Positive Behavior program. Thank you to our students for showing such great responsibility, respect, honesty, effort, and kindness.

Thank you to all of the Elk Ridge parents/guardians for the well-attended Meet and Greet, Open House, and for their volunteering on a daily basis.

Nottingham's Student Wide Positive Behavior System has been motivating students to earn the Hornet 200 Green Tickets and Hornet Bucks. So far, 2018 students have earned Green Tickets for the month of October. In addition, Grade 4 is leading the charge to earn the

Golden Spork Award for the month of October. Classroom winners will be determined at the end of the month.

Nottingham Safety Patrol applications have been distributed to the Grade 4. Currently, applications are being reviewed for nomination of the 2018-19 Squad.

Nottingham is also gearing up for Red Ribbon Week. The Red Ribbon celebration aims to create bully prevention and drug awareness in our school. Throughout the month of October, Nadine Callan, Guidance Counselor, is conducting guidance lessons which address bullying and how we can all "Lend a helping hand to end bullying".

The events taking place during the Red Ribbon Week (Week of October 22, 2018) celebration will encourage our students to team up against bullies and to stay drug free by making healthy lifestyle choices.

Health lessons have also focused on being healthy and making healthy choices. These lessons will help reinforce the mission of Red Ribbon Week.

Last week Grade 3 students had an opportunity to visit Cherry Crest Farms in Lancaster and experience the growing popularity of "Agri-tainment". Students had an opportunity to learn while engaging in hands on educational activities that targeted agriculture/farming.

On Wednesday, October 17, 2018, Nottingham will host the Title 1 Family Read Night from 6:00pm-7:30pm. The theme is "Reading is our Superpower". Students are encouraged to wear their favorite Super Hero Costume.

On Friday, October 12, Grade 4 teachers, Mrs. Laura Stoltzfus and Mr. Nick Hafycz presented to the Suburban School Study Council on the Multi-Tier System of Support-MTSS.

Nottingham will host their October Parents of English Learner's training on Thursday, October 18, 2018.

Hopewell teachers have been attending data team meetings this past week with the administration to assess PSSA, Edmentum, formative and summative data.

Students are currently attending Math Academy in the morning.

Hopewell hosted the Oxford Reading Club this month and there were many students and parents who attended this successful evening. Special thanks to Mr. O'Brien, Mrs. O'Brien, and Mrs. Darragh for assisting with this special event.

Hopewell is conducting Multiplication Madness Month. All students will take an assessment on October 26, 2018 on multiplication facts.

Students received Bus Contracts and are currently returning these to school.

Hopewell will host Red Ribbon Week which will include activities throughout the week and a culminating unity walk on Friday, October 26, 2018.

There will be a Principal's Breakfast Chat held on November 9, 2018 and Lifetouch Picture Day will be held on October 22, 2018.

Parent/Teacher conference sign-up will be done electronically using the same program as the middle and high school. Additional details will be provided to parents in the next week.

At Penn's Grove, twelve 7th graders and twelve 8th graders were recognized for September Student of the Month.

Students are in the middle of Student Council Elections.

Homecoming week was a great success and the game even more so with the Hornets winning the football game on Friday Night.

Juniors will be taking the PSAT October 24, 2018 and the deadline for AP Exam registration is October 26, 2018.

Oxford Area High School will hold a Career Fair November 15, 2018. Students will have an assigned time to walk around and have the opportunity to talk to various presenters.

Seniors please note that transcript release forms are in the guidance office and are needed to apply to colleges and scholarships. Seniors will need one release form for each college/scholarship/university you are applying for.

For any college tour sign ups or visit information, see Mrs. Murphy in the guidance office or contact your counselor about signing up. Cecil College permission forms are due Friday, October 19, 2018.

Seniors were sent home with a package concerning cap and gown order information. This packet is due to the main office by Friday, October 19, 2018. It is recommended to hand it in no later than this date because of late fees or the possibility of not being able to order a cap and gown. If you are a senior and did not attend this assembly, please go to the main office to get an order package.

Lastly, I will be attending a School Board Student Representative Training Session on October 23, 2018 at the CCIU with other School Board Student Representatives in the Chester County region. I look forward to learning more about how to handle the responsibility of being a representative and how to better serve this community.

Mr. Woods congratulated Hannah Bartlett, Commended Student in the 2019 National Merit Scholarship Program.

**REPORT OF
SCHOOL
PROGRAMS**

Congratulations also to Natalie Mirage, who along with Mr. Mirage competed in the 2018 Transplant Games of America which were held August 2 through 7, 2018 in Salt Lake City, Utah.

Natalie is also a member Jennersville YMCA swim team, the Oxford Area High School tennis and swim teams, as well as the Marching Band color guard. She and her father plan to compete in the Transplant Games in 2020.

Congratulations to second grader Ryan Kilpatrick, who was recently honored in the schools Mileage Club for completing 25 miles last year. Ryan's name has been added to the Mileage Club honor plaque in Elk Ridge's gym.

NEW BUSINESS

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

RECOGNITION OF PERSONS WHO REQUESTED TO BE PLACED ON AGENDA

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

PERSONNEL- PROFESSIONAL

Resignation

Name: Aaron Long
Position: Language Arts Teacher, Penn's Grove School
Effective: October 23, 2018

Appointments

Name: Rebecca Cross
Position: Language Arts Teacher, Penn's Grove School
Appointment: Temporary Professional Employee
Salary: Step 1 M, \$51,912.00
Effective: October 22, 2018
Replacing: Aaron Long, Resigned

Name: Teresa DiSante
Position: Librarian, Elk Ridge School
Appointment: Temporary Professional Employee
Salary: Step 1 B + 24, \$49,973.00
Effective: October 15, 2018
Replacing: Margaret McGinnis, Retired

Name: Michele Fleming
Position: .5 Business Teacher, Oxford Area High School
Appointment: Long Term Substitute
Salary: Step 1 B, \$24,119.00 (prorated)
Effective: October 17, 2018 until the end of the first semester of the 2018-2019 school year
Replacing: New Position

Name: Nathan Hall
Position: ESL Teacher, Oxford Area High School
Appointment: Temporary Professional Employee
Salary: Step 2 M + 15, \$53,072.00
Effective: To Be Determined
Replacing: New Position

Name: Jessica List
Position: Spanish Teacher, Oxford Area High School
Appointment: Long Term Substitute
Salary: Step 1 B, \$48,238.00 (prorated)
Effective: Second semester until the end of the 2018-2019 school year.
Replacing: Anna Colvin, Parental Leave

Leave of Absence

Name: Rebecca Heichel
Position: Guidance Counselor, Penn's Grove School
Type: Excess Family Illness
days: up to 2 days
Effective: October 17, 2018 until the end of the 2018-2019 school year

Change Retirement Date

Name: Margaret McGinnis
Position: Librarian, Elk Ridge School
Effective: From: October 8, 2018
To: October 12, 2018

Aye: 9 Nay: 0

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

**PERSONNEL-NON-
PROFESSIONAL**

Resignation

Name: Kathleen Garcia
Position: Instructional Aide Special Education, Hopewell School
Effective: October 5, 2018

Appointment

Name: Susan Gibson
Position: Library Clerk, Jordan Bank School
Salary: \$11.04 per hour
Effective: October 17, 2018
Replacing: Maria Franjesh, Transferred

Substitute Appointment

Name: Mary Hildebran
Position: Food Service Substitute, District
Effective: October 17, 2018

Name: Mary Hildebran
Position: Service & Support Substitute, District
Effective: October 17, 2018

Name: Frances Moses
Position: Service & Support Substitute, District
Effective: October 7, 2018

Aye: 9 Nay: 0

On motion by Mr. Gaspar, seconded by Mr. Patterson, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following additional volunteer personnel: **VOLUNTEERS**

TABITHA ANDREWS-COLMARY, AMBER BARKER, MELISSA BISHOP, TRACY BROWN-WOMACK, LORRAINE BRUTON, KEVIN COLMARY, JOHNA ESPOSITO, KIMBERLY FARRINGTON, CARLOS GONZALEZ, LISA GONZALEZ, JAMIE HUMMELL, ALICIA LEITZ, ADRIENNE MALCHIONE, DANIELLE MICHAEL CHRISTINE MILLER, JESSICA ORTIZ, LISA STRINGER

Aye: 9 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**

Trevor Haney, Jenna Lininger

The Oxford Area School District Comprehensive Plan will be open for review for thirty (30) days. **COMPREHENSIVE PLAN**

On motion by Mr. Gaspar, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the negotiated collective bargaining agreement between the Board of Directors and the Oxford Area Education Association for the period extending from July 1, 2018 to June 30, 2022. **COLLECTIVE BARGAINING AGREEMENT**

Aye: 9 Nay: 0

On motion by Mr. Gaspar, seconded by Mrs. Dean, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the Memorandum of Understanding between the Oxford Area School District and the Oxford Area Education Association regarding supplemental actives as per the attached. **MEMORANDUM OF UNDERSTANDING**

Aye: 9 Nay: 0

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

Course Supplemental Technology (APP)

- Temporary approval of the Course Supplemental Technology (APP) as per attached list.

Section 1302 Students

- Students named on the attached list to be considered a resident of the school district for the 2018-2019 school year in accordance with Section 1302 of the Public School Code.

Chester County School Boards Legislative Council Representative

- Approval of Eric W. Owens as the Board representative to the Chester County School Boards Legislative Council until the December 2018 reorganization.

Aye: 9 Nay: 0

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

Second Reading

Article #3 - Business (Series 3000)

Policy # 3310- Federal Programs Procurement Policy

Article #5 - Students (Series 5000)

Policy # 5620 - District Wide Wellness Policy

Article # 7 - Programs (Series 7000)

Policy # 7400 - Title I Parent Involvement

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, November 13, 2018, Athletics & Student Activities Committee, 6:30 p.m., Administration Building

Tuesday, November 13, 2018, Facilities and Safety Committee, 6:45 p.m., Administration Building

Tuesday, November 13, 2018, Work Session, 7:00 p.m., Administration Building

Tuesday, November 20, 2018, Policy Committee, 6 p.m., Administration Building

Tuesday, November 20, 2018, Technology Committee, 6:30 p.m., Administration Building

Tuesday, November 20, 2018, Regular Meeting, 7:00 p.m., Administration Building

Mr. Tighe announced that the Board met in executive session on October 9, 2018 to discuss personnel. **ANNOUNCEMENT OF EXECUTIVE SESSION**

Mr. Tighe allowed time for recognition of visitors. **RECOGNITION OF VISITORS**

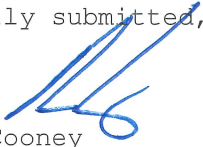
Amy Carbonara, Lower Oxford Township, read a letter from Mr. Steve Carbonara concerning a team building exercise the Board attended.

October 16, 2018

On motion by Mr. Gaspar, seconded by Mr. Tenga, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:07 p.m. by a unanimous vote.

ADJOURNMENT

Respectfully submitted,



Brian P. Cooney
Board Secretary