

**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, October 15, 2024, in the Administration Building. The meeting was called to order at 7:02 p.m. by President Jenifer A. Warren, followed by the Pledge of Allegiance.

**ATTENDING WERE:****ROLL CALL**

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

**ALSO ATTENDING WERE:**

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

On motion by Mrs. Dewees, seconded by Mrs. Dean, BE IT RESOLVED,  
That the Oxford Area Board of School Directors hereby approves the  
October 15, 2024, agenda as presented.

**APPROVAL OF  
AGENDA**

Aye: 9      Nay: 0

Mrs. Warren allowed time for persons who requested to address the Board concerning items on the agenda.

**PUBLIC COMMENT  
CONCERNING ITEMS  
ON THE AGENDA**

Ronnie Lutz-East Nottingham-Stated she did not see the agenda posted 24 hours ahead of the meeting, asked why guardianship was being removed from Policy 7400. Voting on 1302 students.

On motion by, Mrs. Vendrick, seconded by Mr. Atkinson, BE IT RESOLVED,  
That the Oxford Area Board of School Directors hereby approves the  
Minutes of the September 10, 2024, Work Session, and the September 17,  
2024, Regular Meeting.

**APPROVAL OF  
MINUTES**

Aye: 9      Nay: 0

Dr. Woods relinquished his time to Dr. Margaret Billings-Jones who gave the report for the month of October.

**SUPERINTENDENT'S  
REPORT**

Family engagement is a critical part of the district with our federal programs at Hopewell and Nottingham hosting the district table; at First Friday. Oxford Reading Club again this year will allow students to meet an author and illustrator and have the opportunity to write and illustrate their own book.

Dr. Billings Jones stated that PSSA data has been held up by the state so that will be presented at a later date.

Senior nights were celebrated this past week. Dominic Patton captured several photos of the seniors during these celebrations. Seniors on the Golf, Tennis, Boys and Girls Soccer, and Cross Country teams were acknowledged.

The district hosted a walking Pep Rally during Homecoming Week.

The district is proud to recognize National Merit Scholarship Semi-Finalists Logan Spano and Ryan Fay along with National Merit Scholarship Commended Student Owen Oliver.

Dr. Billings-Jones presented a video highlighting OASD schools. The complete video will be posted on each school's website.

On motion by Mrs. Kehs, seconded by Mrs. Dewees, 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: 9      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: 9      Nay: 0

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

**PAYMENT OF BILLS**

**October 2024**

General Fund	\$ 9,327,045.43
Cafeteria Fund	\$ 2,998.26
Capital Projects Fund	\$ 815.00
Payroll Distribution	\$ 2,131,772.45

Aye: 9      Nay: 0

Mr. Kloss reported that the next meeting will be held on October 16, 2024. At the last meeting, Sam Ewing reviewed head start services and young parents program, adult basic education services along with marketplace services and BVA.

**REPORT OF CHESTER  
COUNTY INTERMEDIATE  
UNIT AND TECHNICAL  
COLLEGE HIGH SCHOOL  
REPRESENTATIVE**

Mrs. Kehs reported the Council met on September 25, 2024, at the CCIU. All 203 House seats are up for reelection, and Chester County Senate Seats up for reelection are Comitta and Kane, and all Chester County House incumbents are seeking reelection.

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

The budget passed on July 11, 2024, in the amount of \$47.6 billion dollars with \$11 billion dollars assigned for K-12 education.

The House and Senate Education Committee met on September 30, 2024. There were two bills which made it out of committee: SB 801-Literacy Achievement For All Pennsylvanians, and HB 1990-School Professional Seizure Recognition and First Aid Training.

The next meeting will be held on October 23, 2024.

Sophie Kinkus reported for the Oxford Parent-Teacher Organization PTO started off the year with a Spirit Wear sale. Orders will be distributed in early November.

**REPORT OF LIAISON  
WITH PARENT-TEACHER  
ORGANIZATION**

Joe Corbi Pizza fundraiser has finished. Orders may be picked up on November 7, 2024, from 4 to 7:30 p.m. in the High School Cafeteria.

PTO purchased the following for the schools: a new lamination machine and new playground equipment for Jordan Bank School, rewards for the school incentive program at Nottingham, transportation for the Caroling Tour, pizza party for winners of the Open House Incentive Contest (Sperow and Doyle Dyad) and a vocabulary program for Hopewell.

PTO also helped to offset the cost of the Dallas Brass presentation and purchased the remaining Mums from the Music Boosters and gifted these to the staff at the Administration Building as a thank you for a great start to the year.

The High School received a \$100 gift card to the Book Club and will be purchasing equipment for the High School Ping Pong Club.

Conferences have begun and the PTO will again provide dinners for the teachers.

The next PTO meeting will be held on October 16, 2024, at 7 p.m. in the Main Office of the High School. For more information, please see the website or reach out to the PTO at PTO@Oxfordasd.org.

Mr. Patterson reported the committee met on October 8, 2024. Ms. Sterling gave her report on the funding of athletics and there was a discussion on the Interscholastic Unified Sports program.

**REPORT OF ATHLETICS  
AND STUDENT  
ACTIVITIES**

The Facilities Committee met October 8, 2024, and discussed the presentation by McClure and will meet again on October 22, 2024.

**FACILITIES AND  
SAFETY COMITTEE**

The committee will put together their list of items they would like to see addressed.

Doors at the High School were repaired, another work project at Elk Ridge was completed.

The Safe to Say program looks to be working well.

Mrs. Vendrick stated the committee met earlier this evening. Dr Billings-Jones and Mr. Price reported on teacher retention and recruitment.

# EDUCATION COMMITTEE

Mr. Price reported that teacher certification in the state has dropped dramatically over the last decade. In OASD all teaching positions are filled except for the emotional support classroom.

Mr. Price spoke about a new dual enrollment program in partnership with West Chester University which would help students interested in becoming an educator to reach that goal.

Oxford has all highly qualified teachers.

The next Education Committee meeting will be held on November 19, 2024, at 6:30 p.m. The results of the Student Belongingness Project will be discussed as well as the Schoolwide Positive Behavior Program.

Mr. Kloss stated the committee met on October 1, 2024. The purpose was to discuss how we can structure future bond issues to finance future projects without an undue tax burden on the taxpayers.

# FINANCE AND BUDGET COMMITTEE

OASD is in a good financial position. We will have PFM return once the projects have been prioritized.

Mrs. Warren stated the committee met on October 8, 2024. Continued reviewing the policies which are on the annual review cycle. Several are up for readoption this evening. Policies 2100 and 7400 require revisions and are on the agenda for a first reading as is Policy 6300.

# POLICY COMMITTEE

The committee was given drafts of policies concerning live streaming to be considered as OASD moves ahead with a policy for live streaming.

Mrs. Warren stated that the teambuilding activity previously discussed will be attended by some board members but will not be used as a teambuilding exercise.

# BOARD IN-SERVICE/ BOARD GOALS

Ms. Craft reported that Jordan Bank's Fall Picture Day was held on Friday September 27, 2024, and it went very well. Picture Retakes are scheduled for Monday November 11, 2024.

# REPORT OF STUDENT REPRESENTATIVE

The Book Fair is coming to Jordan Bank the week of November 11, 2024, and that same week on November 14, 2024, Parent Teacher Conferences will be held.

Elk Ridge would like to welcome two learning support teachers, Mrs. Danielle Colon and Miss. Elizabeth Tenzer.

Elk Ridge students will be going on field trips in October. First graders will be going to Milburn Orchards and the second graders will be going to Ramsey Farms.

Elk Ridge hosts the Oxford Reading Club on Wednesday, November 13, 2024, from 4-7:30 p.m. which will include a visit from author Timothy Young.

Parent Conferences are scheduled for Wednesday, November 6, 2024, and Thursday, November 14, 2024.

Fourth grade students at Nottingham attended a field Trip to Winterthur Museum at the start of October where they learned about the history and natural beauties of the land. Staff received a message from instructors about how prepared and well-behaved students were during the trip.

On October 4, 2024, Nottingham and Hopewell Staff participated in Oxford's First Friday event with activities for students.

October 21-25, 2024, is Red Ribbon Week where every day of the week is a spirit day designed to focus on creating a bully and drug free environment.

Nottingham Parent Teacher Conferences are scheduled for November 7 and 21, 2024, from 4-7:30 p.m.

On October 26, 2024, Hopewell is hosting GETT, Girls Exploring Tomorrow's Technology.

The Principals Breakfast is on Friday, November 8, 2024, at 8:45 a.m..

Hopewell's picture retake day is scheduled for Tuesday November 12, 2024.

Penn's Grove school pictures were sent home today with students.

A huge shout out to the students of Penn's Grove for doing wonderful things and earning Stingers to help fill up the Principal's 200 Board.

Students have been looking forward to the first Amazing Race of the year which is on November 1, 2024.

Conferences are on October 17, and 23, 2024. There is still time to schedule appointments if you want to attend.

OAHS held the districts Distinguished Alumni Induction which honored former OAHS Administrator, Ken Woodward and OAHS Class of 2002 member Jackson Duncan.

PSAT Day was on October 10, 2024, and went very well. Students will be able to see their scores in the upcoming months.

Congratulations to the National Merit Scholarship Semi-Finalists Ryan Fay and Logan Spano and congratulations to the National Merit Commended Student, Owen Oliver.

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

Ronnie Lutz-East Nottingham Township-October 1, 2024, Finance Committee and Facilities Meeting suspended Roberts Rules She video recorded the meetings and made these available on social media.

Joe Kilpatrick-Oxford Borough-In favor of a turf field for sports specifically for soccer, football, and field hockey.

Julianna Durocco-OASD student at Hopewell. Would like a turf field for field hockey.

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

Chris Dehart-parent of students in Hopewell and High School, coach of Oxford Youth Lacrosse. Thanked the board for listening to these requests.

Also, wants a turf field for field hockey team and football team.

Riley Buck-OAHS freshman, field hockey player, would like a turf field to level the playing field with other field hockey teams.

Julie Yanel-parent requesting a turf field.

Glen Loatman-Unfair to taxpayers to pay the cost of illegal migrant children. High cost of educating Hispanic children placed into our system. Feels things that should be on the chopping block like paying for non-English speaking students and district should not be building sports facilities for extracurricular activities. Perhaps the district should not pay the "illegal" superintendent.

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

### Professional

#### **Resignations**

Name: Louise Rossi  
Position: Business Teacher, Oxford High School  
Effective: September 27, 2024

Name: Michael Thompson  
Position: Physical Education Teacher, Hopewell School  
Effective: November 15, 2024

#### **Supplemental Appointments**

Name: Julie Farber  
Position: Choral Ensemble, Penn's Grove School  
Salary: \$1,689.00  
Effective: August 21, 2024

Name: William Fitzpatrick  
Position: Student Council 1/2, Penn's Grove School  
Salary: \$1,093.00  
Effective: August 21, 2024

Name: Briana Fry  
Position: Memory Book, Penn's Grove School  
Salary: \$2,117.00  
Effective: August 21, 2024

Name: Jeremy Hammer  
Position: Dramatics, Penn's Grove School  
Salary: \$1,491.00  
Effective: August 21, 2024

Name: Jeremy Hammer  
Position: Stage Technical, Penn's Grove School  
Salary: \$2,868.00  
Effective: August 21, 2024

Name: Jeremy Hammer  
 Position: Choral Ensemble, Penn's Grove School  
 Salary: \$2,385.00  
 Effective: August 21, 2024

Name: Jeremy Hammer  
 Position: Shakespeare Coach, Penn's Grove School  
 Salary: \$2,385.00  
 Effective: August 21, 2024

Name: Brittany Hassler  
 Position: Stage Technical, Penn's Grove School  
 Salary: \$2,868.00  
 Effective: August 21, 2024

Name: Brittany Hassler  
 Position: Band Director, Penn's Grove School  
 Salary: \$3,605.00  
 Effective: August 21, 2024

Name: Michael Kelley  
 Position: Envirothon, Penn's Grove School  
 Salary: \$1,689.00  
 Effective: August 21, 2024

Name: Hannah Levan  
 Position: Student Council 1/2, Penn's Grove School  
 Salary: \$1,093.00  
 Effective: August 21, 2024

#### Leave of Absence

Name: David Hamburg  
 Position: Principal, Jordan Bank School  
 Type: Excess Family Illness  
 Number of days: Up to 20 days  
 Effective: October 16, 2024 - until the end of the 2024- 2025 school year

#### Salary Changes

Gerber, Lisa from 9 B \$58,234.00 to 9 B + 24 \$60,750.00 effective August 21, 2024  
 Hamburg, Kristin from 16 M \$84,437.00 to 16 M + 15 \$86,202.00 effective August 21, 2024  
 Haney, Trevor from 8 M + 30 \$68,950.00 to 8 M + 45 \$70,715.00 effective August 21, 2024  
 Lopez, Kaitlin from 7 B + 24 \$58,750.00 to 7 M \$62,137.00 effective August 21, 2024  
 McDevitt, Elyse from 7 B + 24 \$58,750.00 to 7 M \$62,137.00 effective August 21, 2024  
 Shahadi, Courtney from 12 M + 15 \$75,395.00 to 12 M + 30 \$77,160.00 effective August 21, 2024  
 Warren, Erin from 8 B + 24 \$59,750.00 to 8 M \$63,137.00 effective August 21, 2024  
 Wilkinson, Margaret from 12 M + 30 \$77,160.00 to 12 M + 45 \$78,926.00 effective August 21, 2024  
 Zembruski, Briana from 7 M + 30 \$67,950.00 to 7 M + 45 \$69,715.00 effective August 21, 2024

#### Change in Resignation Dates

Name: Brandon Gregor  
 Position: Social Studies Teacher, Penn's Grove School  
 Effective: From: October 25, 2024  
 To: September 23, 2024

Name: Holly King  
 Position: Special Education Teacher, Elk Ridge School  
 Effective: From: October 25, 2024  
 To: October 8, 2024

**Non-Professional****Retirement**

Name: Benjamin Clark  
Position: Food Service 7.25/182, Oxford High School  
Effective: October 24, 2024

**Resignations**

Name: Lesley Black  
Position: Food Service 5.75/182, Elk Ridge School  
Effective: August 26, 2024

Name: Deborah Bolger  
Position: Food Service 5.5/182, Penn's Grove School  
Effective: November 1, 2024

Name: Janet Caudell  
Position: Food Service 4.5/182, Oxford High School  
Effective: September 30, 2024

Name: Danielle Deal  
Position: Food Service 5.75/182, Jordan Bank School  
Effective: November 4, 2024

**Rescind Resignation**

Name: Edna Franco  
Position: Food Service 3.5/182, Hopewell School  
Effective: August 26, 2024

**Appointments**

Name: Alexandra Boyer  
Position: Cafeteria Aide, Elk Ridge School  
Salary: \$17.51 per hour  
Effective: October 16, 2024  
Replacing: Sophie Thompson, retired

Name: Sara Wahlstrom  
Position: Kindergarten Aide, Jordan Bank School  
Salary: \$17.51 per hour  
Effective: November 4, 2024  
Replacing: Eileen Green, retired

**Substitute Appointment**

Name: Alicia Wojciechowski  
Position: Food Service Substitute, District  
Salary: \$12.25 per hour  
Effective: October 16, 2024

**Correction**

Name: Eileen Green  
Position: Kindergarten Aide, Jordan Bank School  
Effective: August 26, 2024  
Status: From Resignation to Retirement



**Volunteers**

Babiak, Daniel (OEF,) Babiak, Stacey (OEF), Barker, Kristen, Braucht, Diannah, Braucht, Timothy, Burrell, Kaitlyn (OEF), Dugger, Ryan, Fox, Mackenzie (OEF), Frederico, Angelika, Gallagher, Jill (OEF), Grabowski, Edith (OEF), Haas, Erik, Hershey, Ryan (OEF), Holdsworth, Deborah (OEF), Hunter, Mary, Krivanek, Neil (OEF), MacNeil, Ryan (OEF), Martin, Kelsey (OEF), McGinley, Ellen (OEF), McGrory, Brynne, McPeak, Tiffany, Miele, Nicolletta, Orloski, Angela Pulliam, Carolyn, Rabeno, Lauren (OEF), Shelley, Kayla

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**

**Barbara Guiliano-Burke**

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

**CONSENT  
AGENDA****1302 Students**

Students named on the attached list are considered residents of the school district for the 2024-2025 school year in accordance with Section 1302 of the Public-School Code.

**Special Education Contract**

Contract between the Oxford Area School district and Bayada Home Health Care, Inc., for student-specific services through June 30, 2025.

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 accepts the proposal from Oxford Area High School to start a Drone Team as per attached.

**NEW CLUB  
PROPOSAL**

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 accepts the Unified Champion Schools Partnership as per attached.

**UNIFIED CHAMPION  
SCHOOLS PARTNERSHIP**

Aye: 9      Nay: 0

**FIRST READING**

**POLICY REVISION**

**2000 Series-Administration**

Policy # 2100 - Performance Assessment of Superintendent/Assistant Superintendent

**6000 Series-Instruction**

Policy # 6300 - Materials Selection Policy - Libraries

**7000 Series-Programs**

Policy # 7400 - Title I Parent and Family Engagement

**SECOND READING**

**POLICY REVISION**

**1000 Series-Community Relations**

Policy # 1190 - District Use of Social Media

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

**POLICY READOPTION**

**1000 Series-Community Relations**

Policy # 1330 - Use of School Facilities

Policy # 1337 - Use of School Facilities: Supervision by School Personnel

Policy # 1500 - District/School Report Cards

**2000 Series-Administration**

Policy # 2000 - Employment of Superintendent/Assistant Superintendent

Policy # 2126 - Business Administrator/Board Secretary

Policy # 2500 - Equal rights and Opportunities

Aye: 9      Nay: 0

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

**CALENDAR**

Tuesday, October 22, 2024, Finance and Budget Committee, 7:00 p.m., Administration Building

Tuesday, November 12, 2024, Policy Committee, 6:00 p.m., Administration Building

Tuesday, November 12, 2024, Athletics and Student Activities Committee, 6:30 p.m.,  
Administration Building

Tuesday, November 12, 2024, Facilities and Safety Committee, 6:45 p.m., Administration  
Building

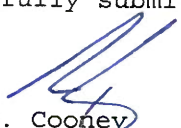
Tuesday, November 12, 2024, Work Session, 7 p.m., Administration Building

Tuesday, November 19, 2024, Education Committee, 6:30 p.m., Administration Building

Tuesday, November 19, 2024, Regular Meeting, 7 p.m., Administration Building,

On motion by Mr. Patterson, seconded by Mrs. Dean, the regular meeting of the Oxford Area Board of School Directors adjourned at 10:04 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.*

