

**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, September 19, 2023, in the Administration Building. The meeting was called to order at 7:05 p.m. by President Joseph E. Tighe, followed by the Pledge of Allegiance. Mayor Phil Harris acknowledged Oxford School District staff for the support they gave to the community following the recent fire in the Borough.

**ATTENDING WERE:**

Michael P. Blessington, Member  
Jennifer M. Harrison, Member  
Jennifer L. Kehs, Member  
William C. Kloss, Treasurer  
Eric W. Owens, Member  
Mark V. Patterson, Vice President  
Robert F. Tenga, Member (via phone)  
Joseph E. Tighe, President

**ROLL CALL**

**ABSENT WERE:**

Kristen Dean, Member

**ALSO ATTENDING WERE:**

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

On motion by Mrs. Kehs, seconded by Mr. Kloss, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the September 19, 2023, agenda as amended.

**APPROVAL OF  
AGENDA**

Aye: 8      Nay: 0

On motion by Dr. Owens, seconded by Mrs. Kehs, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the August 8, 2023, Work Session, the August 22, 2023, Regular Meeting as presented.

**APPROVAL OF  
MINUTES**

Aye: 8      Nay: 0

Dr. Woods read certificated from the Pennsylvania School Board Association presented to Mr. Tighe for his 12 years of service on the school board. Mr. Patterson also received a certificate for his 8 years of service on the school board. Dr. Woods yielded his time to Dr. Margaret Billings-Jones who presented the district report for the month of September.

**SUPERINTENDENT'S  
REPORT**

The first day of school went well. There are 187 students enrolled in Jordan Bank, 434 students in Elk Ridge, 427 at Nottingham, 507 at Hopewell, 482 at Penn's Grove and 1147 at Oxford Are High School. The district has a total of 3184 students enrolled for the 2023-24 school year.

Dr. Billings-Jones reviewed her goals and staffing challenges.

Curriculum Meetings will be held on October 4, 2023, as well as a Federal Parent Meeting.

Dr. Woods stated that there were 19 students displaced by the recent fire in the Borough. School was closed for 2 days with OASD providing shelter and food for the displaced families at Penn's Grove School.

Dr. Woods thanked the following groups and individuals who helped these families: OASD teachers and staff, the Red Cross, Oxford Chamber of Commerce, Oxford Neighborhood Services, Oxford Police Department, Union Fire Company, and the other fire companies that responded from neighboring communities and state, the Oxford Cafeteria Staff, John Lawrence's Office, Mayor Phil Harris and The Borough of Oxford, Oxford Public Works, Oxford Ministerium, Chester County Department of Emergency Services, Oxford Borough Manager, SILO, OMI, US Department of Education, Chester County Intermediate Unit, and the Oxford Emergency Management Coordinator.

On motion by Mr. Owens, seconded by Mr. Blessington, 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: 8      Nay: 0

On motion by Mrs. Harrison, seconded by Mr. Blessington, 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: 8      Nay: 0

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

**PAYMENT OF  
BILLS**

**September 2023**

General Fund	\$6,789,382.12
Cafeteria Fund	\$57,520.79
Capital Projects Fund	\$165,359.95
Payroll Distribution	\$562,660.50

Aye: 8      Nay: 0

Mr. Kloss reported the Technical College High School has record enrollment in Career and Technology Education programs. The TCHS has added Diesel Mechanics, Welding and Sports Medicine programs. Due to low enrollment the TCHS has dropped CC Machinery, Electronic Systems Technology and Engine Technology.

**INTERMEDIATE UNIT  
AND TECHNICAL  
COLLEGE HIGH  
SCHOOL  
REPRESENTATIVE**

Mrs. Kehs reported that the council will meet again on September 27, 2023 at the CCIU.

**CHESTER COUNTY  
SCHOOL BOARDS  
LEGISLATIVE COUNCIL**

The next meeting of the Education Committee will be September 25, 2023 at 4:15 at Hopewell Elementary.

**EDUCATION  
COMMITTEE**

Mrs. Harrison reported the committee met and discussed policy 6300.

**POLICY COMMITTEE**

Molly Friel introduced herself to the Board. She is a senior at OAHS active in student government, student council, National English Honor Society, and school and club Softball. She looks forward to bringing a student perspective on school programs.

**STUDENT  
REPRESENTATIVE**

Dr. Woods expanded on the Hornet Virtual Academy. Thirty-five students have enrolled in HVA grades 7-12. Thanks to the teachers, staff and administrators who worked so hard to get this district based option in place. Thanks to Mrs. Farmer for continuing to monitor and assess the program.

**REPORT OF SCHOOL  
PROGRAMMS**

## **NEW BUSINESS**

Ronnie Lutz-East Nottingham Twp. Policy Committee meetings, Sunshine Act and policy edits.

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

Carol Colangelo-Porn in library, men in women's sports, Hornet Virtual Academy.

Bob Ketchum-Read "The Perks of Being a Wallflower" feels it is well written and gives a positive message.

Steve Roberts- OEF-Memorandum of Agreement and volunteers on agenda.

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

**PERSONNEL**

## **Professional**

### **Resignations**

Name: Theresa Auletta  
Position: Special Education Teacher, Nottingham School  
Effective: To Be Determined

Name: Amy Kline  
Position: ESL Teacher, High School  
Effective: October 27, 2023

Name: Jenna Leo  
 Position: Grade 3 Teacher, Nottingham School  
 Effective: September 13, 2023

Name: Theresa Odgers  
 Position: Grade 3 Teacher, Nottingham School  
 Effective: October 27, 2023

### **Supplemental Resignation**

Name: Brandon Gregor  
 Position: Football Assistant, Penn's Grove School  
 Effective: August 14, 2023

### **Appointments**

Name: James Gleason  
 Position: Special Education Teacher, High school  
 Appointment: Professional Employee  
 Salary: 12 M \$72,620 + \$250 (prorated)  
 Effective: October 30, 2023  
 Replacing: Heather Brown, transferred

Name: Paige King  
 Position: Grade 3 Teacher, Nottingham School  
 Appointment: Temporary Professional Employee  
 Salary: 2 B \$52,340.00 (prorated)  
 Effective: September 12, 2023  
 Replacing: Jenna Leo, resigned

Name: Sarah Renz  
 Position: Music Teacher - Strings, Penn's Grove/Hopewell School  
 Appointment: Temporary Professional Employee  
 Salary: 1 B \$51,616 (prorated)  
 Effective: September 13, 2023  
 Replacing: New position

### **Supplemental Appointments**

Name: John Barcus  
 Position: Envirothon, Hopewell School  
 Salary: \$1,935.00  
 Effective: August 23, 2023

Name: Christina Boyer  
 Position: Senior Class Advisor, High School  
 Salary: \$2814.00  
 Effective: August 23, 2023

Name: Kathleen Carter  
 Position: Choral Director, Nottingham School  
 Salary: \$1,656.00  
 Effective: August 23, 2023

Name: Kristen Ciaccia  
 Position: Envirothon 1/2, Nottingham School  
 Salary: \$866.00  
 Effective: August 23, 2023

Name: Julia Farber  
 Position: Choral Ensemble (Accompanist), Penn's Grove School  
 Salary: \$1,656.00  
 Effective: August 23, 2023

Name: Rebecca Florek  
 Position: Envirothon 1/2, Elk Ridge School  
 Salary: \$828.00  
 Effective: August 23, 2023

Name: Brianna Fry  
 Position: Memory Book, Penn's Grove School  
 Salary: \$2,075.00  
 Effective: August 23, 2023

Name: Pamela Gehm  
 Position: Yearbook, Nottingham School  
 Salary: \$1,851.00  
 Effective: August 28, 2023

Name: Jessica Goldschmidt  
 Position: Choral Director, Hopewell School  
 Salary: \$2,726.00  
 Effective: August 23, 2023

Name: Jessica Goldschmidt  
 Position: Shakespeare Coach, Hopewell School  
 Salary: \$2,338.00  
 Effective: August 23, 2023

Name: Amy Gollatz  
 Position: Student Council 1/2, Hopewell School  
 Salary: \$974.00  
 Effective: August 23, 2023

Name: Rebecca Gregg  
 Position: Intramural Director, Nottingham School  
 Salary: \$2,443.00  
 Effective: August 23, 2023

Name: Brandon Gregor  
 Position: Football, Penn's Grove School  
 Salary: \$2,436.00  
 Effective: August 23, 2023

Name: Jeremy Hammer  
 Position: Choral Ensemble, Penn's Grove School  
 Salary: \$2,338.00  
 Effective: August 23, 2023

Name: Jeremy Hammer  
 Position: Dramatics, Penn's Grove School  
 Salary: \$1,462.00  
 Effective: August 23, 2023

Name: Jeremy Hammer  
 Position: Shakespeare Coach, Penn's Grove School  
 Salary: \$2,338.00  
 Effective: August 23, 2023

Name: Jeremy Hammer  
 Position: Stage Technical (evening events prorated), Penn's Grove School  
 Salary: \$2,812.00 prorated based on events  
 Effective: August 23, 2023

Name: Elizabeth Hanna  
 Position: Student Council 1/2, Hopewell School  
 Salary: \$1,099.00  
 Effective: August 23, 2023

Name: Brittany Hassler  
 Position: Band Director, Penn's Grove School  
 Salary: \$3,534.00  
 Effective: August 23, 2023

Name: Brittany Hassler  
 Position: Stage Technical (daytime events prorated), Penn's Grove School  
 Salary: \$2,812.00 prorated based on events  
 Effective: August 23, 2023

Name: Jenee Huggins  
 Position: Girls Soccer, Penn's Grove School  
 Salary: \$2,436.00  
 Effective: Augusts 14, 2023

Name: Kara Hunsicker  
 Position: Envirothon 1/2, Elk Ridge School  
 Salary: \$828.00  
 Effective: August 23, 2023

Name: Michael Kelly  
 Position: Envirothon, Penn's Grove School  
 Salary: \$1,656.00  
 Effective: August 23, 2023

Name: Kaitlyn Little  
 Position: Freshman Class Advisor 1/2, High School  
 Salary: \$633.00  
 Effective: August 23, 2023

Name: Ryan Maule  
 Position: Band Director, Hopewell School  
 Salary: \$3,904.00  
 Effective: August 23, 2023

Name: Luke McGinley  
 Position: Boys Soccer Assistant, High School  
 Salary: \$3,410.00  
 Effective: August 14, 2023

Name: Karen Randall  
 Position: Envirothon 1/2, Nottingham School  
 Salary: \$914.00  
 Effective: August 23, 2023

Name: Kimberly Rutherford  
 Position: Freshman Class Advisor 1/2, High School  
 Salary: \$633.00  
 Effective: August 23, 2023

Name: Courtney Shahadi  
 Position: Yearbook, Hopewell School  
 Salary: \$2,076.00  
 Effective: August 23, 2023

Name: Lisa Summers  
 Position: Band Director, Nottingham School  
 Salary: \$2,550.00  
 Effective: August 23, 2023

Name: Michael Thompson  
 Position: Intramural Director, Hopewell School  
 Salary: \$2,057.00  
 Effective: August 23, 2023

# **Non-Professional**

## **Resignation**

Name: Sierra Wilson  
 Position: Food Service 5.5/182, Penn's Grove School  
 Effective: August 28, 2023

## **Appointments**

Name: Joanne Cheek  
 Position: Food Service 5.5/182, Penn's Grove School  
 Salary: \$12.45 per hour  
 Effective: August 28, 2023  
 Replacing: Patricia Reber, leave of absence

Name: Bernardo DeJesus  
 Position: Security Monitor/Crossing Guard, High School  
 Salary: \$17.00 per hour  
 Effective: To Be Determined  
 Replacing: Eileen Wells, resigned

Name: Nohely Garcia-Nino  
 Position: Breakfast Aide 1/182, Jordan Bank School  
 Salary: \$12.25 per hour  
 Effective: August 28, 2023  
 Replacing: Kara McCarthy, resigned

Name: Patricia Kelly  
 Position: Special Education Instructional Aide, Jordan Bank School  
 Salary: \$17.00 per hour  
 Effective: August 31, 2023  
 Replacing: Lauren Walsh, resigned

Name: Maria Moretti  
 Position: Cafeteria Aide 2/182, Hopewell School  
 Salary: \$17.00 per hour  
 Effective: To be determined  
 Replacing: New position

Name: Aimee Nickle  
 Position: Technology Secretary, District  
 Salary: \$17.00 per hour  
 Effective: October 2, 2023  
 Replacing: Ashley Thomas, resigned

Name: Rubis Ortiz  
Position: Float Nurse, District  
Salary: \$28.00 per hour  
Effective: September 11, 2023  
Replacing: Kelly Willis, transferred

### **Volunteers**

Nicole Campbell (OEF), Quinn Gallagher, Herbert Hayes (OEF), Richard Herbert (OEF), Jo Anne Norris (OEF), Selina Villalobos, Sara Wehner (OEF),

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**

**Alicia Glenn, Kaitlyn Little, Kimberly Rutherford, Rachael Segura-Bommelyn**

On Motion by Dr. Owens, seconded by Mr. Kloss, 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 2023-2024 school year in accordance with Section 1302 of the Public-School Code.

### **Memorandum of Agreement - Oxford Educational Foundation**

Memorandum of Agreement with the Oxford Educational Foundation for the recruitment, training, placement, and supervision of volunteers in the schools for the 2023-2024 school year.

Aye: 8      Nay: 0

On motion by Mr. Harrison, seconded by Mr. Kloss, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the Assistant Superintendent's Goals for the 2023-2024 school year.

### **ASSISTANT SUPERINTENDENT'S GOALS**

Aye: 8      Nay: 0



On motion by Mrs. Harrison, seconded by Mr. Blessington, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the request for \$4,200 in stipends for the Business Office staff providing additional coverage from September through December. Act 93 tuition reimbursement rate.

**PERSONNEL  
STIPENDS**

Aye: 8      Nay: 0

On motion by Mrs. Harrison, seconded by Mr. Kloss, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby amends the Agenda to table a motion until full Board is present.

**MOTION TO AMMEND  
THE AGENDA**

Aye: 6      Nay: 2 (Kloss, Tighe)

On motion by Mrs. Harrison, seconded by Mr. Kloss, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby tables the Motion of appeal to the 6300 Advisory Committee determination from the citizen to challenge title "The Perks of Being a Wallflower," by Stephen Chbosky

**MOTION TO TABLE  
VOTE FOR CHALLENGE  
APPEAL**

Aye: 5      Nay: 3 (Kloss, Tighe, Owens)

On motion by Mr. Owens, seconded by Mrs. Kehs, BE IT RESOLVED, That The Oxford Area School District hereby approves the payment for Hornet Virtual Academy (HVA) course writing

**HORNET VIRTUAL  
ACADEMY COURSE  
WRITING**

Aye: 8      Nay: 0

On motion by Mrs. Harrison, seconded by Mr. Kloss, BE IT RESOLVED, That The Oxford Area School District hereby approves the attached Government Release of All Claims in the matter of Juul Labs, Inc., Marketing, Sales Practices, and Products Liability Litigation.

**RELEASE OF  
CLAIMS**

Aye: 8      Nay: 0

On motion by Mrs. Kehs, seconded by Mr. Blessington, BE IT RESOLVED, That, the Oxford Area School District hereby approves the movement of all board meetings to Hopewell elementary School LGIA room.

**CHANGE OF  
VENUE**

Aye: 1      Nay: 7 (Tighe, Tenga, Harrison, Blessington,  
Patterson, Owens, Kloss)

Mr. Tighe read the following dates and times for upcoming events.

**CALENDAR**

Monday, September 25, 2023, Education Committee, 4:15 p.m., Hopewell, LGIA  
Tuesday, October 10, 2023, Facilities and Safety Committee, 6:30 p.m., Administration Building  
Tuesday, October 10, 2023, Athletics and Student Activities Committee, 6:45 p.m., Administration Building  
Tuesday October 10, 2023, Work Session, 7 p.m., Administration Building  
Tuesday, October 17, 2023, Policy Committee, 6 p.m., Administration Building  
Tuesday, October 17, 2023, Regular Meeting, 7 p.m., Administration Building  
Monday, October 23, 2023, Education Committee, 4:15 p.m., Hopewell, LGIA

On motion by Mr. Owens, seconded by Mr. Kloss, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:10 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.*