

**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, June 20, 2023, in the Board Room. The meeting was called to order at 7:09 p.m. by President Joseph E. Tighe, followed by the Pledge of Allegiance.

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

Joseph E. Tighe, President  
Kristen Dean, Member  
Robert F. Tenga, Treasurer (via phone)  
Michael P. Blessington,  
Jennifer M. Harrison, Member  
Jennifer L. Kehs, Member  
Mark V. Patterson, Vice President

**ABSENT WAS:**

William C. Kloss, Member  
Eric W. Owens, Member

**ALSO ATTENDING WERE:**

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

On motion by Mrs. Kehs, seconded by Mrs. Dean, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the June 20, 2023, agenda as presented.

**APPROVAL OF  
AGENDA**

Aye: 7      Nay: 0

On motion by Mrs. Kehs, seconded by Mrs. Dean, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the May 9, 2023, Work Session, the May 23, 2023, Regular Meeting as presented.

**APPROVAL OF  
MINUTES**

Aye: 7      Nay: 0

Dr. Woods acknowledged Principal James Canaday who recognized the Softball Team for their District Championship and ChesMont Division Championship wins. Mr. Canaday congratulated the girls not only for their athletic accomplishment but for their academic excellence as well. The team has an average GPA of 3.52. The team members in attendance McKenna Frank, Ashley Flynn, Natalia Donofrio, Sydney Kargulewicz, Cece Figueroa, Emily Basilio, Grace Allen, Helen Jackson and Coach Socash were recognized.

**SUPERINTENDENT'S  
REPORT**

Jeremy McKinney was a State Qualifier in wrestling. He will go on to wrestle at Kutztown University.

Austin McMillan was congratulated for coming in second in the region and went to states.

CJ Boyer, a long jumper for the Oxford Track and Field Team was recognized. CJ finished 6<sup>th</sup> in long jump at States. CJ also broke Oxford's long jump record with a jump of 22 feet 10 inches.

Jessie Cox qualified for states in cross country where she ran a wonderful race.

Kaelyn Phouthavongsa was voted as a member of the Girls Soccer All State team. She plays goalie for Oxford and was voted ChesMont MVP.

Alex Karahalidis came in second in the 100-meter butterfly and third in the 100-meter breaststroke. Alex has won six state medals and heads on to Penn State University. Alex was voted the ChesMont Swimmer of the Year for 2023.

Macaela Walker was district champion in the 100-meter hurdles and 100-meter dash. She broke a 100-meter dash record which has stood since 1979. Macaela was state champion in the 100-meter hurdles. McKayla is the first individual state champion since 1994.

Dr. Erin Kauppila and Mrs. Sarah Hannum were proud to report that Oxford Area School District has received the honor of being recognized by the National Association of Music Merchants Foundation (NAMM) as a Best Communities for Music for 2023.

A banner will be displayed in each school. Thanks to all the music educators in the district.

The Rutherford IES Project was presented by Dr. Woods. This is a grant funded project with the University of Delaware. The University of Delaware would like Oxford to participate and will be collecting data and reporting back to Mind Research Institute to help improve engagement in math/STEM utilizing ST Math.

Dr. Billings-Jones reported that 312 students graduated in the Class of 2023. There were 16 students who graduated from Cecil College in May with their associate degree.

This summer we will have 579 students enrolled in our Extended Learning and Summer Academies.

The Hornet Virtual Academy will be an option for virtual learning for grades 7-12 in the 2023-24 school year.

On motion by Mrs. Kehs, seconded by Mrs. Harrison, 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: 7      Nay: 0

On motion by Mrs. Kehs, seconded by Mrs. Harrison, 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: 7      Nay: 0

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

**PAYMENT OF  
BILLS**

**June 2023**

General Fund	\$2,121,012.96
Cafeteria Fund	\$109,294.89
Capital Projects Fund	\$129,589.60
Payroll Distribution	\$1,791,447.72

Aye: 7      Nay: 0

Mrs. Kehs reported the Legislative Council met on May 24, 2023, virtually. An Omnibus Education bill was discussed. The Senate and House Education Committees met and reviewed bills.

**LEGISLATIVE COUNCIL  
REPRESENTATIVE**

A debrief of the legislative breakfast was presented.

The next meeting will be held on June 28, 2023.

Mr. Patterson stated that on July 1, 2023, a new cleaning company will start in the district. The wall behind Hopewell is part of the Capital Projects for 23-24 and will be dealt with.

**FACILITIES AND  
SAFETY COMMITTEE**

Repair tickets are on schedule and the principals are happy with the resolution times.

The new lawn maintenance company has received several compliments for its work throughout the district.

School resource officers were recognized and an administrative drill will take place this month.

Mrs. Kehs stated that the committee met on Monday, May 22, 2023, at Hopewell in the LGIA Room. There was a presentation from Nottingham School. Curriculum and programs that are available at Nottingham were noted as well as several school wide programs.

**EDUCATION COMMITTEE**

During the meeting, Dr. Woods gave an overview of the budget and Dr. Billings-Jones gave an update on the Curriculum Committee.

There will not be any Education Committee meetings over the summer.

Mrs. Harrison reported the committee met on June 13, 2023. There are several policies in the 9000 series on the agenda for re-adoption tonight, and some are still in committee.

**POLICY COMMITTEE**

**NEW BUSINESS**

Mr. Tighe allowed time for persons who requested to be placed on the agenda.

Ronnie Lutz, East Nottingham Township-, spoke against Mrs. Warren's comments at the June 13, 2023, regarding books in the Library, the Rainbow Books List from ALA, Policy 6300, parent's rights, students and legal liability of the board. Wants an oversight committee for library materials. Wants certain books removed from the library.

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

Tenille Dewees -Upper Oxford- Librarians are under attack and don't feel safe. Asked the board to consider not removing books from the library just because they make some people uncomfortable.

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 Personnel****Resignations**

Name: Kelly Keller  
 Position: Grade 1 Teacher, Elk Ridge School  
 Effective: End of 2022-2023 school year

Name: Michael McConomy  
 Position: Social Studies Teacher, Penn's Grove School  
 Effective: June 16, 2023

**Appointments**

Name: Kathleen Carter  
 Position: Music Teacher, Jordan Bank/Nottingham School  
 Appointment: Temporary Professional Employee  
 Salary: 1 B \$51,616.00  
 Effective: August 23, 2023  
 Replacing: Debra McCaskey, resigned

Name: Anthony Giancattarino  
 Position: Special Education Teacher, Penn's Grove School  
 Appointment: Temporary Professional Employee  
 Salary: 1 B \$51,616.00 + \$250.00  
 Effective: August 23, 2023  
 Replacing: Tristen Bowen, resigned

Name: Benjamin John  
 Position: Physics/Chemistry Teacher, High School  
 Appointment: Temporary Professional Employee  
 Salary: 2 B \$52,340  
 Effective: August 23, 2023  
 Replacing: Matthew Sharkey, resigned

Name: Lorin Marchesani  
 Position: Chemistry Teacher, High School  
 Appointment: Temporary Professional Employee  
 Salary: 16 M \$84,182.00  
 Effective: August 23, 2023  
 Replacing: Stephen Cahill, retired

Name: Helena Salve  
 Position: Grade 4 Teacher, Nottingham School  
 Appointment: Temporary Professional Employee  
 Salary: 1 B \$51,616.00  
 Effective: August 23, 2023  
 Replacing: Barbara Buchanan, transferred



Name: Andrea Stoltzfus  
 Position: .5 Art/.5 BVA, Jordan Bank/High School  
 Appointment: Temporary Professional Employee  
 Salary: 5 B \$54,510.00  
 Effective: August 23, 2023  
 Replacing: Viviana Diaz-Perez, resigned

Name: Melissa Verikakis  
 Position: Special Education Teacher, High School  
 Appointment: Professional Employee  
 Salary: 11 M \$69,475.00 + \$250.00  
 Effective: August 23, 2023  
 Replacing: Jennifer Barnett-Quattlebaum, resigned

Name: Joel Yoder  
 Position: Spanish Teacher, High School  
 Appointment: Temporary Professional Employee  
 Salary: 1 B \$51,616.00  
 Effective: August 23, 2023  
 Replacing: Katherine Gotwols, resigned

#### **Extended School Year Appointment**

Name: Keirsten Rieker  
 Position: Speech Pathologist, District  
 Salary: 2022-2023 per diem rate  
 Effective: July 10, 2023, through August 4, 2023

#### **Extended Learning Program Substitute Appointment**

Name: Ryan MacNeil  
 Position: Extended Learning Program, Hopewell  
 Salary: Per diem  
 Effective: July 10, 2023 - August 3, 2023 as needed

#### **Supplemental Appointments**

Name: Brooke Coulton  
 Position: Girls Soccer Assistant, Oxford Area High School  
 Salary: \$3410.00  
 Effective: August 14, 2023

Name: William Fitzpatrick  
 Position: Football Assistant, Penn's Grove School  
 Salary: \$2006.00  
 Effective: August 14, 2023

Name: Brandon Gregor  
 Position: Football Assistant, Penn's Grove School  
 Salary: \$1785.00  
 Effective: August 14, 2023

Name: John Johnston  
 Position: Boys Soccer, Penn's Grove School  
 Salary: \$2436.00  
 Effective: August 14, 2023

Name: Jaime Smoker  
 Position: Volleyball, Oxford Area High School  
 Salary: \$4095.00  
 Effective: August 14, 2023

Name: Justin Webb  
 Position: Volleyball Assistant, Oxford Area High School  
 Salary: \$2534.00  
 Effective: August 14, 2023

#### **Increase in Positions**

Name: Stephanie Farmer  
 Position: From: 10 Month Assistant Principal, Oxford Area High School  
 To: 12 Month Assistant Principal, Oxford Area High School  
 Salary: \$90,000.00  
 Effective: July 1, 2023

Name: Kimberly Lewin  
 Position: From: .5 Part-Time Librarian, Jordan Bank School  
 To: Full-Time Librarian, Jordan Bank School  
 Effective: August 23, 2023

#### **Leaves of Absence**

Name: Lindsay Beard  
 Position: Grade 3 Teacher, Nottingham School  
 Type: Excess Family Illness  
 Number of Days: Up to 3 days  
 Effective: June 7, 2023, until the end of the 2022-2023 school year

Name: Kristen Rohrer  
 Position: Special Education Teacher, Nottingham School  
 Type: Excess Family Illness  
 Number of Days: 1 day  
 Effective: June 14, 2023

#### **Transfers**

Name: Andrea Gillinger  
 Position: From: Grade 5 Teacher, Hopewell School  
 To: Grade 6 Teacher, Hopewell School  
 Effective: August 23, 2023  
 Replacing: Reorganization

Name: Kristen Kilcur  
 Position: From: English Teacher, Penn's Grove School  
 To: English Teacher, High School  
 Effective: August 23, 2023  
 Replacing: Laura Persofsky, resigned

Name: Jennifer Sauer  
 Position: From: Grade 5 Teacher, Hopewell School  
 To: Grade 6 Teacher, Hopewell School  
 Effective: August 23, 2023, Replacing: Reorganization

#### **Non-Professional Personnel**

##### **Appointment**

Name: Natasha Holmes  
 Position: Cafeteria Aide, Elk Ridge School  
 Salary: \$17.00 per hour  
 Effective: August 28, 2023  
 Replacing: Marienella King, resigned

## Volunteers

Ashley McIvor (OEF), Maria Moretti, Sarah Tiers (OEF)

Aye: 7      Nay: 0

BE IT RESOLVED, That the Oxford Area Board of School Directors hereby adopts the following resolution in honor of Stephen Cahill (30) years, Constance Orlando (21 years); and

**RECOGNITION OF  
SERVICE -PROFESSIONAL  
STAFF**

WHEREAS, the above listed have served the Oxford Area School District as elementary and secondary teachers within their employment in the Oxford Area School District; and

WHEREAS, their excellent skills and competencies in working with children in the field of education have come to be highly respected by those who know them; and

WHEREAS, their strong moral character and high ethical standards demonstrated in the field of education carry strong respect within the profession; and

THEREFORE, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby officially recognizes and honors these distinguished persons.

BE IT RESOLVED, That the Oxford Area Board of School Directors hereby adopts the following resolution in honor of Lynne Mundy (13 years), Rodger Poe (5 years), - Elizabeth Poole (20 years), Norman Winters (7 years); and

**RECOGNITION OF  
SERVICE-SERVICE AND  
SUPPORT EMPLOYEES**

WHEREAS, the above listed have served the Oxford Area School District as service and support employees within their employment in the Oxford Area School District; and

WHEREAS, their excellent skills and competencies in working as service and support employees have come to be highly respected by those who know them; and

THEREFORE, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby recognizes and honors these distinguished persons.

On Motion by Mrs. Harrison, seconded by Mr. Blessington, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the salaries for the following personnel (as per the attached list): Maintenance/Custodial, Teamsters, Food Service Personnel, Act 93 Employees, District Management Team and Confidential Secretaries for the 2023-2024 school year.

**SALARIES**

Aye: 7      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 salaries for the professional personnel bargaining unit members for the 2023-2024 school year.

**PROFESSIONAL  
SALARIES**

Aye: 7      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 following consent agenda items:

**CONSENT AGENDA**

**Special Education Contracts**

Contract with The White Clay School for a student-specific Tier 3 Program for the 2023-2024 school year.

Contract with The White Clay School for a student-specific Tier 3 ESY (Extended School Year) program for 2023.

Contracts (2) with the Talk School for student-specific programming for the 2023-2024 school year.

Contract with Soliant Health for special education teacher services for the 2023 ESY Program.

Contract with ProCare Therapy for therapy services for the 2023 ESY Program.

**Course Supplemental Technology (APP)**

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

**Appointment of Treasurer**

The appointment of William C. Kloss as School Board Treasurer, effective July 1, 2023, through June 30, 2023.

**Appointment of Chester County School Board Legislative Council Representative**

The appointment of Jennifer L. Kehs as the Chester County School Boards Legislative Council Representative effective July 1, 2023, through June 30, 2024.

**Fees for Tax Collection**

Memorandum Bills	\$50
Duplicate Tax Bills	\$50
Tax Certification	\$50

(i.e., writing tax amounts on lists)

**Tuition Rates**

Approval of the 2023-2024 annual tuition charges for non-resident students as per attached.

**ATSI Plans**

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

**Payment of July Bills**

Designates Brian P. Cooney to approve payment of the July bills in the absence of the Regular Meeting of the Board of School Directors.

Aye: 7      Nay: 0



On motion by Mrs. Kehs, seconded by Mrs. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves Dr. David A. Woods to fill vacancies in personnel between this June 20, 2023, Regular Meeting and the August 15, 2023, Regular Meeting of the Board of School Directors.

**HIRING OF  
PERSONNEL**

Aye: 7      Nay: 0

On motion by Mrs. Harrison, seconded by Mrs. Dean, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby adopts the 2023-2024 Cafeteria Fund Pricing.

**CAFETERIA  
FUND  
PRICING**

Aye: 7      Nay: 0

On motion by Mrs. Kehs, seconded by Mrs. Dean, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby authorized the Administration to purchase awards for the softball players and coaches, not to exceed the amount of \$3,000.00.

**ATHLETIC  
AWARDS**

Aye: 7      Nay: 0

On motion by Mrs. Kehs, seconded by Mr. Blessington, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the attached settlement agreement and release with employee staff ID# 210668962.

**SETTLEMENT  
AGREEMENT**

Aye: 7      Nay: 0

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

**POLICY READOPTION**

**9000 Series - Programs**

- 9220 - Meeting Agenda Distribution
- 9230 - Regular Business Meeting Order of Business
- 9240 - Public Participation in Board Meeting
- 9250 - Regular Business Meeting Correspondence
- 9300 - Order of Business: Parliamentary Procedure
- 9310 - Order of Business: Meeting Conduct
- 9400 - School Director Conference Attendance
- 9500 - Standards for Effective School Governance
- 9510 - Code of Conduct
- 9520 - Use of Email Communication

Aye: 7      Nay: 0

*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](http://www.oxfordasd.org). The public is encouraged to stop in and read these policies or visit our website.*

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

**CALENDAR**

Tuesday, August 8, 2023, Policy Committee, 6:30 p.m., Administration Building  
 Tuesday, August 8, 2023, Work Session, 7 p.m., Administration Building  
 Tuesday, August 15, 2023, Regular Meeting, 7 p.m., Administration Building

June 20, 2023

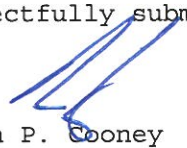
Mr. Tighe announced an executive session following this meeting to discuss safety.

**ANNOUNCEMENT OF  
EXECUTIVE SESSION**

On motion by Mrs. Dean, seconded by Mrs. Kehs, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:09 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.*