

**OAKSTONE COMMUNITY SCHOOL BOARD OF TRUSTEES MEETING**

**Tuesday August 15, 2023**

**OPENING OF MEETING  
ATTENDEES:**

**Board President-Elect Marla Oppenheimer  
Board President (outgoing) Jason Warner  
Secretary Sherry Chapin  
Board Trustee Scott Duffy  
Superintendent Heather Kronewetter  
Fiscal Officer Johanna Gladman  
Sponsor Sophia Speelman**

- 1) **WELCOME**
- 2) **ANNUAL MEETING OF THE BOARD OF DIRECTORS**-President Jason Warner presided over the annual meeting.
  - a) **Election of Officers**
    - i) **President**-Sherry Chapin nominated Marla Oppenheimer for Board President.  
Motion: Chapin X Second: Duffy X Warner X Oppenheimer-Abstention
    - ii) **Vice-President**-Sherry Chapin nominated Kevin Bacon for Board Vice-President.  
Motion: Chapin X Second: Oppenheimer X Duffy X Warner X
    - iii) **Secretary**-Marla Oppenheimer nominated Sherry Chapin for Board Secretary.  
Motion: Oppenheimer X Second: Duffy X Chapin X Warner X
  - b) **Oath of Office for Board Officers-Elect**-Jason Warner administered the oath of office to Marla Oppenheimer and Sherry Chapin
  - c) **Oath of Office for Returning Board Members**-President-Elect Marla Oppenheimer administered the oath of office to Scott Duffy and Jason Warner.
  - d) **Committee Appointments**  
Law Committee-Meets as needed-Kevin Bacon, Eric "Yitz" Frank  
Curriculum and Accountability Committee-Meets bi-monthly-Sherry Chapin, Marla Oppenheimer  
Finance Committee-Meets monthly-Scott Duffy, Sherry Chapin
  - e) **Annual Financial Disclosure Documents Collection**-Board members submitted the required documents to the OCS Fiscal Officer.
  - f) **Note Regarding Open Meetings and Public Records Training**-Board members must complete Attorney General-approved trainings either online or in person. Certificates of completion must be submitted to OCS administration for submission to the Sponsor.
- 3) **REGULAR AGENDA**
  - a) **Board Agenda Approval**  
Motion: Oppenheimer X Second: Warner X Duffy X Chapin X
  - b) **Minutes Approval May 2023**  
Motion: Chapin X Second: Duffy X Oppenheimer X Warner X

- c) **Minutes Approval June 2023**  
Motion: Chapin X Second: Duffy X Oppenheimer X Warner X

4) **STANDING COMMITTEE REPORTS**

- a) Finance Committee
  - i) Monthly Bank Reconciliation & Reports- June 2023- Jason Warner recommended that the board approve the Monthly Bank Reconciliation & Reports.  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin X
  - ii) Monthly Bank Reconciliation & Reports- July 2023- Jason Warner recommended that the board approve the Monthly Bank Reconciliation & Reports.  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin X
  - iii) Monthly Report of Credit Card Activity & Board Attestation-June 2023  
Motion: Warner X Second: Chapin X Duffy X Oppenheimer X
  - iv) Monthly Report of Credit Card Activity & Board Attestation-July 2023  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin X
- b) Legal Committee-No report
- c) Curriculum and Accountability-Next meeting TBA in October

5) **FINANCE RELATED ITEMS**

- a) **FY24 Permanent Appropriations Budget**-Fiscal Officer Johanna Gladman told the board that the budget is based on FTE (Full-Time Enrollment) of 194.51. She noted the new State Biennium Budget provides increased school funding but the formula makes it more complicated to calculate. Final numbers are forthcoming in October. Budgeted expenditures per pupil are \$35,017.56. Projected cash balance on 6/30/24 is \$131,057.08.  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin X
- b) **Capital Asset Disposal List**- Fiscal Officer Johanna told the board that items were replaced with ESSR funds.  
#2653 - old/unused iPad sync tray  
#2686 and 2716 – old/unused prometheans  
#2706, 2708, 2709, 2710, 2713 – old/unused laptops  
#2823 and 2825 – broken/unused chromebooks  
#2875 – broken bottle filling station  
Motion: Chapin X Second: Warner X Duffy X Oppenheimer X
- c) **Consulting Contract-GASB 68/75 Accruals**- Fiscal Officer Johanna Gladman told the board that the contract is with Rea and Associates for pension and OPEB accruals. She noted the calculations are labor intensive and intricate, and the contract ensures the work is done accurately.  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin X

6) **ADMINISTRATION ITEMS AND UPDATES**

- a) **Monthly Residency Verification**- Superintendent Heather Kronewetter told the board that all verifications are valid. Annual verifications continue.

- b) **One Plan/School Improvement Plan Update-** Superintendent Heather Kronewetter told the board that the amendment to the plan includes CSI-Comprehensive Support Intervention, which outlines how OCS meets graduation requirements, noting that OCS students are 100% IEP and can age out at age 22.
- c) **Additional Summer Contract-** Superintendent Heather Kronewetter told the board that one student was accidentally left out of the previously approved contract.  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin X
- d) **SY 2023-24 Calendar Change-** Superintendent Heather Kronewetter told the board that the change includes Professional Development Days October 19, 20.  
Motion: Warner X Second: Chapin X Duffy X Oppenheimer X
- e) **Wellness Contract-** Superintendent Heather Kronewetter told the board that the contract allows flexibility for students to enter and exit supports as needed.  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin X
- f) **Related Services Contract-** Superintendent Heather Kronewetter told the board that the contract cost was negotiated down from a 10% increase to a 3% increase. The contract covers Speech, OT and Psych Services. Cost is not to exceed a total of \$250,000.  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin-Abstention
- g) **Educational Service Placement Contract-** Superintendent Heather Kronewetter told the board that the contract cost was negotiated down from a 10% increase to a 4% increase. The total cost of the contract is \$3,779,857.  
Motion: Warner X Second: Duffy X Oppenheimer X Chapin X
- h) **Per Credit Contract-** Superintendent Heather Kronewetter told the board that the semester-based contract covers elective and vocational programming i.e. trades (graphic arts, industrial tech). Cost will not exceed \$40,000.  
Motion: Duffy X Second: Warner X Oppenheimer X Chapin X
- i) **Credit Card Quarterly Reports-** Superintendent Heather Kronewetter told the board that the Q1 and Q2 reports state that there is one OCS credit card with a \$10,000. The superintendent keeps the card.  
Motion: Chapin X Second: Duffy X Oppenheimer X Warner X
- j) **School Handbook Update for Parents and Students-** Superintendent Heather Kronewetter told the board that for compliance legal counsel Brian DeSantis reviews the handbooks.  
Motion: Chapin X Second: Duffy X Oppenheimer X Warner X
- k) **School Handbook Update for Employees**  
Motion: Chapin X Second: Warner X Duffy X Oppenheimer X
- l) **Policy Updates**
  - i) **Resolution to Review Academic Preventions/Intervention Services(#105)**  
Motion: Warner X Second: Duffy X Chapin X Oppenheimer
  - ii) **Resolution to Update Policy Career Advising (7.36) (#111)**  
Motion: Warner X Second: Chapin X Duffy X Oppenheimer

iii) **Resolution to Review Safety Policies and procedures (#755)**

Policy 3.02 - Criminal Records Check

Policy 3.03 - Physical Examinations & TB Screening

Policy 3.05 - Staff Conduct

Policy 6.18 - Code of Student Conduct

Policy 6.23 - Hazing

Policy 6.25 - Anti-Gang Policy

Policy 6.26 - Dangerous Weapons in the Schools, Bomb Threats, and Violent Conduct

Policy 6.29 - Student Health and Safety

Policy 6.30 - Immunization

Policy 6.34 - Administering Medication to Students

Policy 6.43 - Corporal Punishment

Policy 6.45 - Restraint and Seclusion

Policy 6.48 - Students with Food Allergies

Policy 9.31 - Health and Safety in School Buildings

Motion: Warner X Second: Duffy X Chapin X Oppenheimer X

iv) **Resolution for Providing Notifications of Core Curriculum Requirements and Consequences to Parents, Guardians and Custodians (#156)**

Motion: Chapin X Second: Duffy X Warner X Oppenheimer X

7) **SPONSOR ISSUES AND UPDATES**-Sponsor Sophie Speelman told the board that the 3-hour ethics training of board members, school administration, and treasurers is still required. Either the Auditor of State or Attorney General's Training will meet the requirement. Certificates of completion are due ASAP. Contractual applications for renewal are open and due by September 30th. The Opening Assurances walk-through was completed August 8<sup>th</sup>, and they are still waiting for the fire inspection. Speelman noted Opening Assurances with OCS is always a positive experience.

8) **PUBLIC COMMENT PERIOD**- No requests to speak

9) **BOARD MEMBER RESIGNATION-JASON WARNER**-After over two terms equaling ten years of service to OCS and overseeing the 2023 Annual Meeting, Jason Warner tendered his resignation. Warner noted leaving the board was bittersweet, and it had been an honor to serve. Everyone in attendance gave him praise and thanks.

Motion: Chapin X Second: Duffy X Warner X Oppenheimer X

10) **CLOSING**

a) **Next meeting:** Due to a schedule conflict, the Board of Trustees will reconvene on Tuesday, September 26, 2023 at 6pm.

Motion: Duffy X Chapin X Second: Warner X Oppenheimer X

b) **Adjournment-** It is recommended that the Board of Trustees adjourn.

Motion: Duffy X Chapin X Second: Warner X Oppenheimer X

**Board Member Signatures upon Minutes Approval**

**Marla Oppenheimer** Marla Oppenheimer

**Kevin Bacon** \_\_\_\_\_

**Sherry Chapin** Sherry Chapin

**Scott Duffy** Scott Duffy

**Eric Yitz Frank** \_\_\_\_\_