



OXFORD PUBLIC SCHOOLS

BUILDINGS AND GROUNDS SUBCOMMITTEE

CENTRAL OFFICE CONFERENCE ROOM, 4 Maple Road, Oxford, MA

Wednesday, November 12, 2025 - 5:00 p.m.

AGENDA

➤ Facility Work Updates and Discussion

- A. M. Chaffee School
- Clara Barton School
- Middle School
- High School
- Central Office
- Follow-up on punch-list items noted during the Annual Building Walkthrough in August
- Review of data analysis on work orders from past years to current - trends, hot spots, quality?

➤ Discussion about Oxford's long-term facility planning as a result of the Arrowstreet Report

➤ Member Requests and/or Future Agenda Items

➤ Schedule Next Meeting Date for March

Agenda Prepared and Submitted by: Helen Coffin, Executive Assistant

School Buildings and Grounds

Todd Proctor, Chair & Amanda Bourbeau, Vice Chair

- Inspects physical buildings and school grounds annually in August and reports to the School Committee any concerns or recommendations.
- Works with Building Principals and Building Custodians to ensure student and staff safety measures are appropriate.
- Meets in November and March to discuss and address items noted in the annual building walkthrough prior to reporting back to the full School Committee with a follow-up report.
- ***Recommended Voting Members: (5) - 2 School Committee members, 1 Superintendent, 1 School Business Administrator and Director of Operations, and 1 School Resource Officer.***