

Striving to Further Enrich
the Children of Oxford



Oxford PTO
Regular Session Meeting Minutes
GOMS Library
October 19, 2017

Call to Order: President Lisa Suttile called the meeting to order at 6:36 pm.

Roll Call: Lisa Suttile, Brudnell Bowen, Amanda Burlinson, Christine Bavone, Sue O'Brien, Pamela Miller, Jim Sanders, Heidi Roddy, Mary Ellen Haussler, Rachel Cacace, Donna Morelli, Ann Marie Lacobelle, Tammy Freer, Jen Wolyniec and Steve Kozek.

Approval of Minutes: Minutes from meeting of September 28, 2017. Motion to approve by Pamela Miller, seconded by Jim Sanders. UNANIMOUSLY APPROVED.

Correspondence: Thank you from QFS for funding the Jones Family Farm field trip. E-mail from Mary Ann Haussler advising Traci Galla can assist with the book fair.

Audience of Citizens: Lisa Suttile on behalf of Gina Reitmeyer, unable to attend. Gina is asking the PTO if we could sponsor and help promote her presentation on Pediatric and Lactation Consultation for breastfeeding mothers going back to work. Location is at OHS. All in attendance agreed to do so.

Steve Kozek on behalf of the new middle school building committee. A new website, flyers and brochures are being distributed, to comply with state standards. Please support passing item at referendum on 11/7, Letters to the Editor would be appreciated, perhaps yard signs. Asked if the PTO could send out a reminder to be sure to vote on 11/7.

Fundraising Requests:

GOMS Cheer – Shake the Can 10/22/17, Ole Dog Tavern 11/16/17, 2 new requests provided at meeting (see requests attached): Scentsy Scents 11/2-11/27 and Poinsettia Plant Sale @ Festival of Trees as well as pre-orders - Motion to approve all made by Jim Sanders, seconded by Pamela Miller, UNANIMOUSLY APPROVED.

GOMS Drama – Shrek Jr. Ticket Sales 11/7, Shrek Jr. Ticket Sales 11/17 & 11/18, Shrek Jr. Concessions 11/17 & 11/18, Shrek Jr. Act-O-Grams 11/17 & 11/18, Raffle at Shrek Jr. 11/17 & 11/18, Motion to approve all by Sue O'Brien, seconded by Heidi Roddy, UNANIMOUSLY APPROVED.

Sponsorships: Nothing new

Officer's Reports:

President – Lisa Suttle –

PTO is helping to promote the coupons on the back of the receipts at Market 32 and will receive a portion back from these businesses (Pat Blanko, Pies & Pints, Fritz's and Premier Wine of Southbury) when the coupons are used.

Vice President's Report – Brudnell Bowen –

N/A

Treasurer's Report – Kim Swanat –

N/A

Funding Requests: Motion to allocate \$1,050.00 to each school to cover funding request made by Sue O'Brien, seconded by Brudnell Bowen, UNANIMOUSLY APPROVED.

-OCS – Connecticut Science Center Field Trip - \$2,016.00 Motion to approve by Pamela Miller, seconded by Sue O'Brien, UNANIMOUSLY APPROVED.

Principal's Reports

Rachael Cacace (QFS) – See attached.

Heath Hendershot (OCS) – See attached

Donna Morelli (GOMS) – See attached

Committee Reports:

Fundraising/Box Tops: \$233.40 recently processed and submitted to Box Tops. Lisa will e-mail out the Box Tops flyer to remind people to send them in to school.

Student Directory – Data entry completed. Some membership forms are missing payment, Pam will e-mail those people about sending in payment. We received a lot of memberships because of the automatic raffle entries at Meet the Teacher Nights. Will do again next year. Pam to send e-mails to members to validate their online directory information.

Adult Programs – Nothing to report

Adult Trips –Jets/Patriots Game sold 80 game tickets, 38 of those also purchased the bus transportation. It was a great event. PTO broke even on this event.

Board of Ed Liaison –Sue O'Brien was unable to attend the last BOE meeting.

Oxford Education Foundation – Brudnell Bower was unable to attend the last OEF meeting.

Book Fair –Storytime during the Ice Cream Social was a huge success and will continue to do in upcoming years. Sales were: QFS- \$6,892.65 (\$1,723.00 profit), OCS - \$5,527.36 (\$1,381.00 profit) and GOMS - \$2,064.59 sales (no profit as that school sale uses Scholastic Bucks)

Children's Programs – Nothing to report

Clothing Drive/Shred Day – Will schedule Fall clothing drive date, unable to get a reasonably priced Shred company.

Hospitality/Sunshine – Need to send a card for the passing of Robyn Carter. Will decide where and when to do so after her services.

Plant Sale – Nothing to report.

Publicity/Newsletter – Litsa Constantini has resigned. Motion to nominate Jim Sanders to the position made by Amanda Burlinson, seconded by Heidi Roddy, UNANIMOUSLY APPROVED.

Website: Being updated as needed.

Auction Night: Auction Committee is continuing to look at locations and dates. Looking at Oxford Greens and Wyndham (former Crowne Plaza), also looking at 5/12 for a date. Oxford Greens could do a buffet dinner and cash bar and would give the PTO a portion of bar sales. Tickets would be approximately \$40/person. Wyndham would give the PTO 100% of bar sales. Considering making the theme a wine tasting event, perhaps with live music, thinking of asking Bobby Wheeler if he could participate. Next Auction Committee meeting is 10/29.

Cookbook: 100 recipes has been submitted, 150 pre-orders received. Need to decide how many books to print. Discussion about possibly printing 300 books to cover any further orders, as well as sell the books at future events. Cost would be \$3.20/ea to print. Considering selling the books for \$10-\$12 ea. Need to consider further.

Color Run: 165 people registered, expecting more the day of the event.

Old Business:

- Chelsea Wheeler Scholarship – Waiting for family input on how to select recipients, etc.
- Current Fundraisers: Spirit Gear – 50 orders at the schools. Believe Fundraiser - \$7,970.00 gross sales, 40% profit. Kidstuff Discount Books – Books going out to students is ongoing. Babysitting Course – 11/4, maximum of 10-12 students per class. GOMS Dance on 10/27 from 6pm-8pm, need chaperones.

New Business:

- PTO will supply water at the Meet the BOE Candidates night on 10/26 at OHS, 6pm-8pm.

- PTO and OHS Booster Club have been asked to supply snacks for the teachers attending the 11/7 professional development day. After discussion it was agreed the PTO would provide \$100.00 for snacks. Motion to approve made by Jim Sanders, seconded by Brudnell Bowen, UNANIMOUSLY APPROVED.
- Festival of Trees at OHS on 12/9, set up tree Thanksgiving weekend. Amanda Burlinson has a tree the PTO can use. Motion to nominate Pamela Miller to coordinate decorating the tree made by Heidi Roddy, seconded by Amanda Burlinson, UNANIMOUSLY APPROVED.

Announcement of Next Meeting and Adjournment – Next meeting will be in November 16, 2017 at 6:30 pm at GOMS. Meeting adjourned at 7:56pm.

Respectfully Submitted,
Amanda Burlinson
Oxford PTO Secretary

PTO Monthly Report
Quaker Farms School
October 19, 2017

- This month the kindergarten students visited Jones Farm, the first grade students visited Blue Jay Orchards, and the second grade students visited Rockhouse Hill in Oxford.
- The PTO Book Fair took place on October 10, 11, and 12 where a variety of books were available for students to purchase along with an Ice Cream Social and Book Fair night on October 12.
- Fire Prevention Day took place on October 12 where the Oxford Fire Department presented fire safety tips to all the students. The students got to see the fire trucks and ask questions. There is also a coloring contest for students in grades K-2. One winner will be chosen from each grade and will get to ride a fire truck to school!
- The show *Kiddie Chem* will take place on October 25 and will present a first look at the amazing world of chemistry through a fun, exciting series of demonstrations with exotic materials. Students will learn about solids, liquids, gases and chemical reactions.
- School picture day will take place on October 26th.
- The Halloween parade will take place on Tuesday, October 31 at 2:15. A Harvest party will also take place for those students who do not celebrate Halloween. Parents are invited to attend as well.
- All QFS students have purchased T-shirts with our STAR logo on them to wear during school events (i.e. field trips, special events, field day, STAR assemblies each month, etc).
- Students in grades K-2 finished taking the Measures of Academic Progress (MAP) Assessments in the content areas of ELA and Math. This universal screening tool is administered to all students at the beginning, middle and end of the school year in order to measure student growth over time and provide teachers with data that will assist in both informing and differentiating instruction.
- Writer's Workshop model is being implemented in all K-2 classrooms.
- Teachers in grades K-2 are implementing our math program, *Investigations* with updated on-line resources that are aligned with the CCS.
- Teachers in grades K-2 are in their second year of implementing a phonological/phonemic awareness, phonics, and spelling program called *Foundations*. Trick word journals which go home nightly have been established for all students in K-2 which emphasize fluency of commonly used words.
- QFS will have a PBIS STAR assembly on October 27th focusing on Anti-bullying and Kindness showcasing Mrs. Lasto and Ms. LaRock's classes.

Oxford Center School's

Monthly Report

October 10th, 2017

Celebrate Children and Learning

- A Town Meeting will be held on Friday, October 20th from 2:00 – 3:00. New Town Meeting Employees, Student Council Representatives and members of the Yearbook, Techsperts, and Newspaper Clubs will be introduced. A number of students will also share pieces of writing, art, and classroom projects.
- A Town Meeting was held on Friday, September 22rd from 10:00 – 11:00. Students who participated in the *Governor's Summer Reading Challenge* and completed their summer work in *Moby Max* were recognized.
- The third grade classes will hold their annual "Pow Wow" on Thursday, October 26th as a culminating activity for their integrated Native American unit that incorporates learning in the area of social studies, language arts, music, and art. Kudos to the third grade team, Mrs. Lombard, Ms. Sporicic, and Mr. Cranwell for their excellent efforts in planning and implementing this educational program.
- The Oxford Volunteer Fire Department will provide presentations on Fire Safety on Friday, October 13th. Students always benefit from being reminded of this very important information, as well as the opportunity to experience some of the equipment and vehicles up close.

Improve Teaching and Learning

- All students in grades 3 – 5 completed taking the *Measures of Academic Progress* (MAP) Assessment in the content areas of ELA and Math. These universal screening tools will be administered to all students in grades K – 5 at the beginning, middle, and end of the school year to measure student growth and provide valuable data to teachers for informing their instructional decisions and providing highly individualized/differentiated instruction.
- Grade Level Teams are meeting with the building principal to develop *Student Learning Objectives* (SLOs) and *Indicators of Academic Growth and Development* (IAGDs) based upon a) student achievement data and b) new areas of instructional focus. Teachers will be entering this information into the Protraxx system as the initial step in the Teacher Evaluation Process (TEVAL). Initiative that we will be continuing or newly implementing this year are Writer's and Reader's Workshop, Wordly Wise (Word Study Program), Next Generation Science Standards, Math Investigations, PBIS, Google Docs/Drive, Personalized Learning, Early Intervention Programs - LLI & Math Navigator

Improving Communication

Parents, staff, and students were asked to participate in a survey at the beginning and end of last school year. Those survey results are being used to develop new goals for the 2017-2018 school year in an effort to continuously work towards improving our school. One of the initiatives that we are working on is developing building-wide approaches to address the survey topic of "My child is challenged to meet high expectations at this school". We are exploring approaches to *Personalized Learning* such as *Genius Hour*, *Maker Space*, *Launch Projects*, *Passion Projects*, and *Curriculum Extension/Compacting*. The goal is for students to be able to identify areas of interest and design their own projects that will require in depth research and learning, integration of multiple curricular areas, and produce a high quality end-product to share with others.

Great Oak Middle School



Principal's Report October 10, 2017

General Information

- Picture Day was October 5, 2017
- PTO Book Fair is October 10-13, 2017
- Fall STAR ELA Results

	6th Grade	7th Grade	8th Grade
At/Above Goal	69%	65%	63%
On Watch	21%	16%	23%
Intervention	18%	12%	10%
Urgent Intervention	8%	7%	8%

Curriculum and Instruction

- October 6, 2017 professional development was focused on Atlas Rubicon curriculum software, 6-12 vertical articulation, and other curriculum related activities.

Technology

- Fall universal screening is completed using the STAR program.
- STAR software has been set up for teacher access to reports. Data was provided to staff last year, now teachers are able access the data independently.
- We have added the Accelerated Reader and Math 2.0 components to STAR for SRBI supports.

Communication

- The school website is (<http://goms.oxfordpublicschools.org/>).
- A weekly news email (GOMS ENEWS) is sent to parents every Friday.
- Principal website: <https://sites.google.com/a/oxfordpublicschools.org/mr-hibbert/>
- GOMS Facebook page: <https://www.facebook.com/Great-Oak-Middle-School-287418771631424/>

Anthony T. Hibbert, Principal

Oxford PTO

APPLICATION TO CONDUCT A FUNDRAISING EVENT

ADVISORY COMMITTEE: GOMS cheer
ADVISORY COMMITTEE CHAIRPERSON: Ann Marie Laubelle
EMAIL ADDRESS OF CHAIRPERSON: Ann.wintrob@uconn.edu
TELEPHONE NUMBER: 203-530-6302
NAME OF THE EVENT: Scentsy Scents Fundraiser
PROPOSED DATE(S) OF FUNDRAISING EVENT: 11/2-11/27

LOCATION OF FUNDRAISER: Flyer packet sent home
ARE YOU PLANNING DOOR TO DOOR SALES? YES NO
PURPOSE OF FUNDRAISING EVENT: Raise money for cheer expenses ie music, choreography, comp fees

ESTIMATED REVENUE TO BE GENERATED: \$200-500
Reviewed by Athletic Director if funds used are for equipment yes no

WILL A CONTRACT NEED TO BE SIGNED? Yes No
Signed by Whom? _____

ADDITIONAL INFORMATION _____

If you have posted signs for this fundraiser, the chairperson of this event agrees to remove all signage within 48 hours of the completion of this event.
No signs are to be posted on telephone polls in accordance of Ct State Statute CGS § 23-65.

PLEASE NOTE: REQUESTS TO CONDUCT FUNDRAISING EVENTS MUST BE SUBMITTED TO THE EXECUTIVE COMMITTEE SECRETARY ONE WEEK (7 DAYS) PRIOR TO THE EXECUTIVE COMMITTEE MEETING FOR REVIEW AND APPROVAL.

Executive Secretary - Amanda Burlinson - amburlinson@comcast.net

Oxford PTO

APPLICATION TO CONDUCT A FUNDRAISING EVENT

ADVISORY COMMITTEE: GOMS Cheer
ADVISORY COMMITTEE CHAIRPERSON: Ann Marie Laubelle
EMAIL ADDRESS OF CHAIRPERSON: ann.wantoba@yale.edu
TELEPHONE NUMBER: 203-530-12302
NAME OF THE EVENT: ~~Festival of Trees~~ - Poinsettia Flower Sale
PROPOSED DATE(S) OF FUNDRAISING EVENT: Dec 9th @ festival of trees
as well as pre-sale flyer to schools

LOCATION OF FUNDRAISER: OHS on 12/9
ARE YOU PLANNING DOOR TO DOOR SALES? YES NO
PURPOSE OF FUNDRAISING EVENT: Raise money for cheerleading
expenses ie music, comp fees, choreography

ESTIMATED REVENUE TO BE GENERATED: \$ 200-500
Reviewed by Athletic Director if funds used are for equipment yes no

WILL A CONTRACT NEED TO BE SIGNED? Yes No
Signed by Whom? _____

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