

Striving to Further Enrich
the Children of Oxford



Oxford PTO
Regular Session Meeting Minutes
Pies 'N Pints Restaurant
June 22, 2017

Call to Order: President Lisa Suttile called the meeting to order at 7.21 pm.

Roll Call: Lisa Suttile, Amanda Burlinson, Brudnell Bowen, Kim Swanat, Christine Bavone, Kate Bittner, Melissa Bizzotto

Approval of Minutes: Minutes from previous meeting not available. Will approve minutes from May 2017 meeting at next meeting.

Correspondence: Multiple e-mails and notes of thanks from various teachers for the lunch provided by the PTO for teacher appreciation week.

Audience of Citizens: None

Fundraising Requests: 4 requests from GOMS cheer for three shake the can events and one car wash at center school during the summer. Will send out an e-mail to entire PTO for a vote.

Sponsorships: Nothing new.

Officer's Reports:

President – Lisa Suttile –

GOMS 8th Grade Dance was a success. 90 kids attended at \$15 per ticket for a total of \$1,350.00. Colonial Tavern catered the event for a cost of \$4 per person with a head count expected of 100 totaling \$400.00. DJ and photobooth cost \$500.00. Various decorations and other extra items totaled approximately \$400. The PTO broke even with this event, which is fine because it was not a fundraiser.

Believe Fundraiser in the Fall. Company will ship orders to students houses instead of to the schools. No orders to sort or to get parents to pick up.

Color Run in the Fall. Jen Wolyniec will help organize.

Vice President's Report – Brudnell Bowen – Coupon book fundraiser. Found out we need to sort and pack books for distribution. Will take much more time than

anticipated. Suggested omitting GOMS since the PTO typically doesn't get many orders from that school. Agreed. Will go forward for QFS and OCS.

Treasurer's Report – Kim Swanat – No report available.

Funding Requests: No requests

Principal's Reports

Rachael Cacace (QFS) – No report provided.

Heath Hendershot (OCS) – No report provided.

Donna Morelli (GOMS) – No report provided.

Committee Reports:

Fundraising/Box Tops: Kate Bittner- Expecting a check for approximately \$523.00

Student Directory – Nothing to report

Adult Programs – Nothing to report

Adult Trips –Mohegan Sun trip for May 6th – lost approximately \$200.00 on this event.

Board of Ed Liaison – Not present

Book Fair – No report yet provided for May book sale.

Children's Programs – Nothing to report

Clothing Drive/Shred Day – May 6th @ OCS – Made approximately \$300.00 on clothes drive and \$400 on shred drive. Fall date needs to be scheduled.

Hospitality/Sunshine – Christine Bavone volunteered to take on this position. Motion made by Kim Swanat, seconded by Amanda Burlinson, UNANIMOUSLY APPROVED.

Plant Sale – Nothing to report

Publicity/Newsletter – Nothing to report

Website: Nothing to report.

Auction Night: Nothing to report.

Old Business:

- Naugatuck Duck Day Race Tickets – sold all 50 tickets, waiting for the check for \$125.00 for PTO's portion from the event. Amanda will forward the check to Kim once it is received.

New Business:

- Jets Game Fall 2017 – Flyers went out before end of school.
- Color Run – 10/7 or 10/8. Need to decide about DJ, vendors.
- Moving PTO Bank Account – Discussed moving the account to Newtown Savings Bank as ION Bank has been increasing the number of fees and amounts of their fees, as well as not receiving very good service. Lisa noted she would talk to the Branch Manager at Newtown Savings about the possibility of waiving their fees as an incentive for PTO to move the account. NSB has been active in wanting to be involved in the community and has sponsored the PTO in the past. Motion to move the bank account to NSB made by Brudnell Bowen, seconded by Christine Bavone, UNANIMOUSLY APPROVED.
- Donation to PTO from CPV Towantic (Power Plant) – Representative from the power plant called Lisa Suttle explaining their plan to donate to local non-profit groups. Lisa provided the representative with information on the Oxford PTO, Oxford High School Booster Club, Chelsea Tough, Tough for Tea and Elaina Warriors. She also gave a brief description of what each organization does and who it benefits (in the case of PTO and Booster, she noted the grade levels each organization covers). Representative got back to Lisa in May 2017 advising that they had decided to provide donations to the Oxford PTO as well as 3 other local food banks. They did not provide any information on an amount of a donation. Lisa later received a text message on 6/6/17 advising that there is a golf outing on 7/12/17 which they will provide a check to the PTO at that event.
- Oxford Education Foundation – Brudnell Bowen is serving as the vice chair on this board. The foundation is being formed by the Board of Education and its purpose is to raise funds outside of what the PTO and Booster Club are already doing, to raise higher amounts from larger organizations for specific purposes, i.e. scholarships, resources for the schools, items in the schools (computers, equipment, etc.). Dave Loge is serving as Chair, Anna Winez as Treasurer and Laura Burr as Secretary. First meeting was held 6/15/17 and as very productive. Getting the groundwork done, by-laws, incorporation paperwork (looking to incorporate as a 501(c)3. Having an executive board meeting on 7/27 and hoping to hold their first major meeting by the end of August 2017.

Announcement of Next Meeting and Adjournment – Next meeting will tentatively be in September 2017. Meeting adjourned at 8:55pm.

Respectfully Submitted,
Amanda Burlinson
Oxford PTO Secretary

