

Striving to Further Enrich
the Children of Oxford



Oxford PTO
Regular Session Meeting Minutes
GOMS Library
September 28, 2017

Call to Order: President Lisa Suttile called the meeting to order at 6:32 pm.

Roll Call: Lisa Suttile, Kim Swanat, Amanda Burlinson, Christine Bavone, Sue O'Brien, Michelle Pedros, Pamela Miller, Jim Sanders, Heidi Roddy, Dawn Allen, Mary Ellen Haussler, Bob Slie, Dean Golembski, Heath Hendershot, Anthony Hibbert, Rachel Cacace, Melissa Bizzotto, Maria Zullo, Randi DiNatale, Rachel Tichy and Kate Bittner

Approval of Minutes: Minutes from meeting of August 23, 2017. Motion to approve by Pamela Miller, seconded by Kim Swanat. UNANIMOUSLY APPROVED.

Correspondence: None

Audience of Citizens: Bob Slie and Dean Golembeski on behalf of the Oxford School Building Committee. Gave an overview of the status of building a new middle school. Original funding request was reduced to \$44 Million by the Board of Finance. A good portion of that reduction was possible because the town reduced many of the fees for permits, etc., because it is town owned property. Town Meeting to approve and move the project forward to referendum being held Tuesday, October 3, 2017 at QFS at 7pm. Current middle school has many program issues and does not meet the criteria necessary for current middle school curriculum and space. The hope is to build the new middle school and then move grades 3-5 from OCS to the current GOMS space, as it was originally built as an elementary school. If that happens, the current OCS building would become an asset to the Town and could be used for town space or sold. If project does not pass referendum, we will lose the 27.5% reimbursement rate from the State and will need to start the process all over again.

Fundraising Requests: GOMS Cheer – Dave Reilly Comedian - Motion to approve made by Pamela Miller, seconded by Amanda Burlinson, UNANIMOUSLY APPROVED. GOMS Music – Pie Fundraiser – approved by e-mail vote on 9/21. GOMS Music – Mattress Fundraiser – Motion to approve by Heidi Roddy, seconded by Maria Zullo, UNANIMOUSLY APPROVED. GOMS Music – Cheesecake fundraiser – Motion to approve by Amanda Burlinson, seconded by Sue O'Brien, UNANIMOUSLY APPROVED. Prior to voting on the GOMS Music requests, Amanda Burlinson asked about the status of the PTO's portion of the fundraisers for last year. Anthony Hibbert advised that a check will be forthcoming after completion of an audit, which should be soon. He also advised that the current Pie Fundraiser currently being run asks for checks to be made

payable directly to the PTO instead of GOMS. Lisa Suttile also noted that the music department is handling all the details of the fundraiser and will electronically distribute forms to QFS and OCS.

Sponsorships: Ascension Performance is the title sponsor for the Color Run - \$500.00

Market32 is a supporting sponsor for the Color Run - \$100.00

Crystal Rock will be donating 16 cases of water (24 bottles each) for the Color Run.

Wolf Pack Tickets have been donated for a raffle at the Color Run.

Officer's Reports:

President – Lisa Suttile –

Membership is looking good for the year, Pam Miller is working on inputting the data and hopes to be done by the end of this week. Teacher membership is much higher this year, possibly because of the reduced membership fee of \$5.00. Very happy to see much more teacher involvement.

Vice President's Report – Brudnell Bowen –

N/A

Treasurer's Report – Kim Swanat –

Current balance \$18,822.40. \$0 in outstanding debits, \$5,403.96 balance for GOMS Cheer, \$3,402.16 balance for GOMS Drama, \$410.63 balance for GOMS Dance Team. Net Balance \$9,605.64. Have not yet received Gemma Power Systems donation yet. Have not yet deposited the membership fees. Motion to approve made by Pamela Miller, seconded by Heidi Roddy, UNANIMOUSLY APPROVED.

Funding Requests: Motion to allocate \$2,650.00 to cover requests made by Pamela Miller, seconded by Kate Bittner, UNANIMOUSLY APPROVED.

-QFS – Kiddie Chem Science Assembly - \$1,425.00 and Jones Family Farm - \$1,192.00 – motion to approve both by Sue O'Brien, seconded by Christine Bavone, UNANIMOUSLY APPROVED.

-OCS – Native American Institute Field Trip - \$1,680.00. Motion to approve by Sue O'Brien, seconded by Kate Bittner, UNANIMOUSLY APPROVED.

Principal's Reports

Rachael Cacace (QFS) – See attached.

Heath Hendershot (OCS) – See attached

Anthony Hibbert (GOMS) – See attached

Committee Reports:

Fundraising/Box Tops: Kate Bittner- Box Tops ongoing. Expecting a check for \$534.60.

Student Directory – Data entry ongoing.

Adult Programs – Nothing to report

Adult Trips –Nothing to report.

Board of Ed Liaison –Sue O’Brien. BOE working on the evaluation of the superintendent. Also working on moving the new middle school project forward. 5 BOE positions will be open for election this fall. Meet the candidates scheduled for 10/26.

Oxford Education Foundation – Not in attendance.

Book Fair – October 10, 11 & 12. Need volunteers for during the day at schools as well as the Ice Cream Social and set up at night.

Children’s Programs – Nothing to report

Clothing Drive/Shred Day – Fall date not yet scheduled.

Hospitality/Sunshine – Sending cards as needed.

Plant Sale – Nothing to report.

Publicity/Newsletter – Nothing to report

Website: Being updated as needed.

Auction Night: Auction Committee is looking to have it on May 5, with a Cinco de Mayo theme. Colonial Tavern is not available that night, committee looking at other local options, also looking at a buffet style event. Need volunteers for the committee. Wants to do online ticket sales this year to boost ticket sales. Looking to do more advertising as well. Need volunteers dedicated for ticket sales. Thinking about selling whole tables or group sales.

Cookbook: Have received many pre-orders for the book. Have only received 50 recipes so far, need to have a minimum of 75 recipes to print the book, would ideally like to have 150 recipes.

Color Run: Doing lots of advertising and press releases. Ascension Performance & Market32 sponsoring, along with donations of water from Crystal Rock.

Old Business:

- Chelsea Wheeler Scholarship – Family has approved of the idea. Need to decide how much and how to select the recipient. Pamela Miller suggested that students and teachers can write an essay nominating a peer or student they think are deserving. Many members in attendance really liked the idea of students nominating someone else, as opposed to nominating themselves. To write an essay explaining how someone else is deserving. Committee needs to be formed to oversee the process.

- Kim spoke to our current bank (Ion) and explained we were contemplating moving the bank account to Newtown Savings, since they have many products without fees. Ion Bank offered to remove any further fees and to reimburse previous fees, which they did. The bank account will therefore stay with Ion Bank.

New Business:

- Babysitting/CPR course set for 11/4 @OHS from 9am-1pm. Cost is \$80. 12-13 spots per class. Ages 11 and up.
- Mary Ellen Haussler attended as a QFS liaison and noted that if there is ever anything at QFS that we need help setting up, she is usually at the school by 8:30am and would be willing to assist if needed. She also noted she would try to keep the teachers at QFS updated as to PTO happenings and how they could help.

Announcement of Next Meeting and Adjournment – Next meeting will be in October 19, 2017 at 6:30 pm at GOMS. Meeting adjourned at 8:43pm.

Respectfully Submitted,
Amanda Burlinson
Oxford PTO Secretary

Quaker Farms School
September 28, 2017 - PTO Report

- QFS currently has 373 students registered. PreSchool is at 7 students, kindergarten is at 116 students with 6 full day sessions, first grade consists of 122 students with six teachers, and second grade is at 128 students with seven teachers. Average class size in kindergarten is 20 students, first grade is 20 students, and second grade is 19 students.
- The custodial staff at QFS worked very hard to get the building clean and ready for the start of school. The doors of Quaker Farms School opened on August 28th ready for the new school year. We are excited to have a new second grade playground installed. A special thank you to the custodians and John Barlow for all of their efforts during the summer months.
- New Student Orientation was held on August 23, 2017. Fourteen new first and second grade students and their parents visited Quaker Farms School. Parents and students were given a tour of the school and had an opportunity to ask questions. Parents and students were also informed of rules, policies, and procedures at QFS.
- Kindergarten Orientation was also held on August 23, 2017. The students were acclimated to their classrooms and met their classroom teacher for the first time. While the students were getting use to their classroom, the parents met in the gym where I presented an overview of full day kindergarten along with some policies and procedures at QFS. Students and parents were able to take a short bus ride as well as enjoy refreshments from the Oxford PTO. Parents were also able to ask questions and receive answers on a one-to-one basis. Bus company representatives were also present to answer all busing questions and concerns.
- PreSchool Orientation was held on August 23, 2017. Students and their families visited their classrooms and participated in some "table top" activities and centers.
- PowerSchool information and KDG student passwords were sent out to all QFS parents as part of their Welcome Back letter in the mail. This will allow all parents to update important student information such as emergency contacts, phone numbers, and email addresses.
- Quaker Farms School conducted its first fire drill on August 29 as well as its first lockdown drill on August 30. Parents were notified of these drills in advance via email. September fire drill and secure school drill took place.
- Our annual Meet the Teachers Night was held on Thursday, September 7, 2017. First parents had the opportunity to meet with the Special Education Teachers, Reading Specialist, Early Intervention Tutors, and the School Specialists (Art, Music, Library, Science and Physical Education) at 6:00. Parents then visited with their child's regular classroom teacher at 6:30 where they will have the opportunity

to hear an overview of the curriculum, learn the rules and expectations of the classroom, and listen to what a typical day in the life of their child is like.

- Quaker Farms School celebrated Constitution Day on Friday, September 15th. Students participated in various classroom activities and all students and staff were encouraged to wear red, white, and blue.
- Quaker Farms School Family Night, "Dancing Under the *STARS*" was held on Thursday, September 21st from 5pm - 7pm. This kicked off our PBIS initiative where QFS students and staff learn to shine like a STAR...Show Kindness, Try Our Best, Act Safely, & Respect Others.
- Over the summer, QFS students participated in various summer reading initiatives including the Governor's Summer Reading Challenge. Our "ice cream" celebration was held on Wednesday, September 27.
- NWEA - MAP (Measures of Academic Progress) testing will be taking place over the next couple of weeks in Grades K-2 which will assess both ELA and Math.
- STAR PBIS Assembly will take place Friday, September 29th.

Oxford Center School's

Monthly Report

September 12, 2017

Celebrate Children and Learning.

- *Meet the Teachers Night* was held on Thursday, August 31st from 6:30p.m. - 8:00p.m. Thank you to the Oxford Center School staff for working so diligently to make this event such a success.
- A Town Meeting will be held on Friday, September 22nd from 10:00 – 11:00. Students who participated in the *Governor's Summer Reading Challenge* and completed their summer work in *Moby Max* will be recognized. Students will be given information on how to apply for various Town Meeting Jobs and on how to become members of Student Council, Newspaper Club, Yearbook Club, and Techsperts.

Improve Teaching and Learning

- Summer letters were sent home to every family during August to inform them of their child's teacher and information regarding the opening of school. Due to the efforts made to include everyone in the student placement process during the spring, the level and amount of parent and staff concerns about student placements have been significantly decreased and almost non-existent. I applaud our staff and parent community for handling this process so well.
- All students in grades 3 – 5 will be taking the *Measures of Academic Progress (MAP)* Assessment in the content areas of ELA and Math. The testing window for these assessments is from Tuesday, September 5th through Friday, September 15th. These universal screening tools will be administered to all students in grades 3 – 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.
- All staff received professional development on the topics of a) Writer's Workshop, b) Wordly Wise (word study program), and c) Google Applications, during the August 24th and 25th professional development days. These new initiatives are guiding teachers towards utilizing a differentiated workshop model in their language arts classes. Grade level teams also worked on developing a curriculum map in order to begin developing an integrated approach to teaching language arts with social studies, science, and, in some cases, math.
- Grade level teams continue to implement and find ways to supplement the newly aligned and updated version of Investigations and corresponding assessments. The Investigations program provides the opportunity for our students to learn that they are capable of having mathematical ideas, apply what they know to new situations, and thinking and reasoning about unfamiliar problems. Investigations guides students in finding strategies and use creative problem-solving methods. Students are encouraged to think in a way that shows a deeper understanding of mathematical concepts

Provide Safe and Appropriate Facilities

- Thank you to the custodians & John Barlow for the hard work that they did throughout the summer. In addition to the traditional cleaning, waxing, and preparation activities, the following projects were completed: a) the gym floor was refinished; b) adjustments continued to be made to the air handlers on the campus buildings to address concerns outlined in the indoor air quality report; c) Powerpoint Energy began upgrading interior lighting throughout the school; d) safety surface was upgraded on the playground and an inspection was completed; e) pick-up and drop-off areas were relined/painted; f) tree removal and pruning were done on the southern border of the property and on the playground area. Also, thank you to the teachers for their efforts in coming in over the summer to prepare their classrooms. The building looked great for the opening of school!



Principal's Report September 12, 2017

General Information

- New staff include:
 - Deb Massamin – 6th Grade ELA
 - Kerri Stolle – 6th Grade ELA
 - Jolee Cedella – 7th Grade ELA
 - Max Orner – Special Education
 - Cara McConnell – Library Media Specialist

- The opening of school went smoothly.
- The Eighth Grade is collecting donations to support victims of Hurricane Harvey.
- The Drama Club began auditions the week of September 5 for its fall production of Shrek Jr.
- Fall sports tryouts began the week of September 5.
- Meet the Teacher Night is scheduled for September 14.
- Picture Day is scheduled for October 5.
- The Nonnewaug Agri-Science visit for 8th Graders is scheduled for September 27.

Curriculum and Instruction

- The August 24 professional development included: Positive Behavioral Interventions and Supports, Anti-Bullying, and Aesop online absence reporting software.
- The August 25 professional development focused on developing peer-to-peer conversations.
- The September 12 professional development included: Writers Workshop for all ELA teachers.

Technology

- GOMS added three Chrombook carts this year. Each team has two Chromebook or laptop carts and there is a Chromebook cart in the Library.
- *Google Classroom* is being used.
- *Family ID* software is being used for online sports form registration.
- *MeettheTeacher* software is again being used for parent-teacher conference appointments.
- *Remind* software is being used to alert staff of late openings and snow days.

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/>
- GOMS Principal Twitter account: @GOMSPincipal

Safety

- A fire drill was held on August 29, 2017.
- A lockdown drill was held on August 31, 2017.
- The Connecticut State Police participated in the August 24 professional development regarding bullying and harassment.
- Mr. Hibbert attended a professional development sponsored by the Valley System of Care Mental Health Collaborative, the Valley Council for Health and Human Services Youth Committee, and local youth service bureaus regarding: the juvenile justice system, juvenile review boards, and restorative justice.

Anthony T. Hibbert, Principal