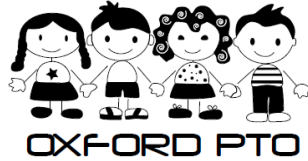


Striving to Further Enrich  
the Children of Oxford



Oxford PTO  
Regular Session Meeting Minutes  
Quaker Farms School Library  
January 31, 2018

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

Roll Call: Lisa Suttile, Kim Swanat, Brudnell Bowen, Amanda Burlinson, Jim Sanders, Kate Bittner, Christine Bavone, Heidi Roddy, Heath Hendershot, Mary Ellen Haussler.

Approval of Minutes: Minutes from meeting of December 21, 2018. Motion to approve by Jim Sanders, seconded by Kim Swanat. UNANIMOUSLY APPROVED.

Correspondence: None

Audience of Citizens: None

Fundraising Requests: None

Sponsorships: Nothing new

Officer's Reports:

President – Lisa Suttile – Festival of Trees generated \$300.00 for the PTO's charity, Elaina's Warriars.

Vice President's Report – Brudnell Bowen – None

Treasurer's Report – Kim Swanat – Balance in account \$55,080.67. Allocation to schools balance is \$8,356.00. \$8,800.00 in outstanding items. Clubs balance of \$18,103.50. Leaving a net balance of \$19,821.17. Christine Bavone questioned why the middle school has not used their allocation balance when parents are paying for field trips/activities. Lisa noted she will point out the balance for GOMS to Mr. Hibbert, but believed the requests for funding an activity come from the grade level coordinator, not the principal. Heath Hendershot confirmed that usually the activity coordinator will inquire, through the principal, about a funding request. Discussion regarding possibility of allocating based on grades instead of schools, to ensure each grade is funded equally. That process was deemed unmanageable and would require a PTO by-law change. It was agreed that the Principal's should continue to manage how funding requests are equally distributed through the grades in their schools.

### Funding Requests:

Motion to allocate \$3,300.00 to each school to cover funding requests made by Jim Sanders, seconded by Brudnell Bowen, UNANIMOUSLY APPROVED

QFS – One Book One School – Grades preK-2 - \$1,077.01 - Tabled from December meeting. QFS was able to get a discount directly from the publisher. Motion to approve made by Jim Sanders, seconded by Heidi Roddy, UNANIMOUSLY APPROVED.

QFS – Storytellers for Book Week – Grades pre-K through 2<sup>nd</sup> Grade - \$1,200.00. – Motion to approve by Amanda Burlinson, seconded by Jim Sanders, UNANIMOUSLY APPROVED.

OCS – Lucky, Lucky Hudson Play – Pit Orchestra – 4<sup>th</sup> & 5<sup>th</sup> Grade Performs, Grades 2-5 and public attend - \$3,300.00. –Motion to approve by Jim Sanders, seconded by Amanda Burlinson, UNANIMOUSLY APPROVED.

### Principal's Reports

Rachael Cacace (QFS) – Unable to attend, no report provided. Mary Ellen Haussler noted they had an unplanned fire drill at QFS. It is believed it was caused by an electrical malfunction in the system panel. They are working on the issue. Their January assembly was themed Peace. Book week is next week at QFS and the Art Show will be coming up soon.

Heath Hendershot (OCS) – In attendance – January Town Meeting at OCS focused on Fire prevention and the posters students made. Had many business sponsors for the event and they were in attendance. This year's play is Lucky, Lucky Hudson and the 4<sup>th</sup> and 5<sup>th</sup> grade participants have been practicing diligently. OCS just completed their winter MAP testing. OCS is also learning about and working on implementing a new ELA program known as the Workshop Model.

Anthony Hibbert (GOMS) – Unable to attend, see report attached.

### Committee Reports:

Fundraising/Box Tops: Check for \$773.00 provided to the Treasurer. Kate just submitted \$235.10 to Box Tops.

Student Directory – Nothing to report

Adult Programs – Nothing to report

Adult Trips –Nothing to report

Board of Ed Liaison – Unable to attend, no report provided.

Oxford Education Foundation – OEF meeting took place last week. Trying to get people involved is difficult and having an issue filling roles. Hoping that by changing the time of

the meeting to earlier in the evening it will help get more people involved. Next meeting is February 27 at 6pm.

Book Fair – Spring sale is May 2018. Nothing to report

Children's Programs – Nothing to report

Clothing Drive/Shred Day – Will schedule Spring clothing drive date. Brudnell will look into shred companies to see if it's feasible to have a shred company come. In the past, the cost has outweighed the profit. Big Brothers/Big Sisters reached out to Lisa about wanting to benefit from our clothing drive. Lisa will look into it.

Hospitality/Sunshine – Nothing to report.

Plant Sale – Nothing to report.

Publicity/Newsletter – Jim is updating the website and social media as needed.

Website: Being updated as needed.

Auction Night: Ticket sales are up and running online. Sales are slow. Donations are coming in, but at a slower pace than last year. Committee needs volunteers to help seek donations and to promote ticket sales. Received 3 sponsorships from Bushi Ban of Southbury, Zois Pizza in Seymour and Naturalscapes Landscaping Co. Committee is sending out flyers to the teachers and staff looking for donations of teacher experiences, as well as donations/baskets for the auctions.

Cookbook: Cookbooks have been delivered. Made a profit of \$557.52, but we still have cookbooks to sell at future events.

Color Run: Nothing to report.

#### Old Business:

- Chelsea Wheeler Scholarship – Waiting for family input on how to select recipients, etc.
- Harlem Rockets evening game is 3/16/18, in school performances is 3/8/18. Ticket sales and forms will go out next month.
- Valentine Roses – Order forms went out and orders are starting to come in, so far 274 pops have been ordered. Kate Bittner coordinating

#### New Business:

- Brudnell looking into ordering Fleece sweatshirts with the PTO logo for members to wear at events. Members who wish to order will pay for their order, the PTO will not be purchasing these items. The PTO did purchase a tablecloth with the PTO logo on it for use during events.

Announcement of Next Meeting and Adjournment – Next meeting will be February 15, 2018 at 6:30 pm at GOMS. Meeting adjourned at 8:13 pm.

Respectfully Submitted,  
Amanda Burlinson  
Oxford PTO Secretary

# Great Oak Middle School



Office of:  
Principal Anthony Hibbert  
Assistant Principal Donna Morelli

## Celebrations & Events

- The eighth grade class officers organized a holiday wall decorating contest among the three grades. Students decorated hallways in festive themes and raised over \$750 for childhood cancer research. The 8<sup>th</sup> grade class was voted best hallway.
- The Ski Club had its first outing on January 3, 2018 at Mt. Southington.
- The Band and Chorus concert was held on January 10, 2018. It was a great success.

## Curriculum & Instruction

- On December 5th, GOMS ELA teachers had a professional development day to support their work with Writers Workshop.
- On December 6th, GOMS Math teachers worked with the curriculum coordinator and high school math department head.
- On December 8th, the GOMS PBIS team had a professional development day to support our work with Positive Behavior Interventions and Supports.
- On January 18, 2018 Mr. Tsaprazis and Mr. Hibbert attended a Unified Sports training at the Connecticut Association of Schools.
- On January 19, 2018 Mrs. Lebetkin attended a training on SBAC and NGSS standardized testing.

## Assessment Data

The winter STAR universal assessment will be given the last week in January and the first week in February.

## Communication

- Parent Teacher Conferences will be held on January 31 and February 1.
- The second marking period ended on January 12, 2018.
- Grades were due January 19, 2018 and report cards go out January 26, 2018.
- GOMS eNews is emailed to parents and guardians every Friday.

## Facilities & Safety

- A fire drill was conducted on December 4, 2017.
- A stay put drill was conducted on December 15, 2017.
- A lockdown drill was conducted on January 11, 2017