

Striving to Further Enrich
the Children of Oxford



Oxford PTO
Regular Session Meeting Minutes
Great Oak Middle School Library
May 31, 2018

Call to Order: President Lisa Suttile called the meeting to order at 6:40 pm.

Roll Call: Lisa Suttile, Brudnell Bowen, Kim Swanat, Amanda Burlinson, Pam Miller, Jim Sanders, Christine Bavone, Heidi Roddy, Sue O'Brien, Heath Hendershot and Donna Morelli.

Approval of Minutes: Minutes from meeting of May 3, 2018. Motion to approve and seconded, UNANIMOUSLY APPROVED.

Correspondence: Thank you notes from many teachers and staff for Teacher Appreciation Week lunches provided by the PTO.

Audience of Citizens: None

Fundraising Requests: None

Sponsorships: Nothing new

Officer's Reports:

President – Lisa Suttile – PTO had a good year all around. Ticket sales for the 8th grade dinner dance are slow but expected to pick up next week. 8th grade moving up ceremony is 6/19, Brudnell will help with the water distribution table. Jets/Patriots game has sold 55 tickets. Bridgeport Sound Tigers will do a Summer Reading Challenge.

Vice President's Report – Brudnell Bowen – Pam wants to revise the membership form so data entry is easier for her.

Treasurer's Report – Kim Swanat – Balance in account \$41,954.50. Allocation to schools balance is \$7,357.99 (QFS: \$4.99, OCS: \$2,023.00, GOMS: \$5,330.00). Approximately \$1,500.00 in outstanding items. Clubs balance of \$10,597.49. Leaving a net balance of \$22,499.02. Motion to approve by Brudnell Bowen, seconded by Sue O'Brien, UNANIMOUSLY APPROVED.

Funding Requests:

OCS – Celebration of Excellence for all grades – 1,700.00. Allocation not necessary.
Motion to approve request made by Amanda Burlinson, seconded by Sue O’Brien,
UNANIMOUSLY APPROVED.

Principal’s Reports:

Rachael Cacace (QFS) – Not in attendance, report not provided-

Heath Hendershot (OCS) – In attendance – Spring Concert needed to be rescheduled due to unforeseen circumstances. 5th Grade Field Trip to GOMS will occur on 6/4, and the Colonial Tavern portion of the trip will occur on 6/19 (6/20 rain date). Earth Day Celebration is 6/8. OCS Talent Shows will occur 6/22, 6/25 & 6/26. SBAC Makeups were moved out due to the tornado.

Anthony Hibbert (GOMS) – Donna Morelli in attendance - 8th grade testing is ongoing. 8th graders seem excited about the dinner dance and are indicating they will be buying tickets soon.

Committee Reports:

Fundraising/Box Tops: Kate shipped \$302.80 worth of box tops to the company.

Student Directory – Nothing to report

Adult Programs – Nothing to report

Adult Trips –Nothing to report

Board of Ed Liaison – BOE trying to determine when OHS finals will happen due to the tornado/school closings and the extended school year. Budget referendum is June 7 from 6am-8pm at QFS.

Oxford Education Foundation – Nothing to report.

Book Fair – Went well. Gross sales at QFS was approximately \$5,500, OCS \$5,000 and GOMS \$400.00. Sale was Buy One Get One Free so we don’t receive much in proceeds.

Children’s Programs – Nothing to report

Clothing Drive/Shred Day – Nothing to report

Hospitality/Sunshine – Chrstine Bavone needs to step down at the end of this year.

Plant Sale – Nothing to report

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

Website: Being updated as needed.

Auction Night: Was a huge success. Total gross sales was \$21,885.00. Committee is still paying out invoices, wrapping up details and needs help sending thank you notes to all vendors who donated.

Cookbook: Nothing to report.

Color Run: Nothing to report.

Old Business:

- Chelsea Wheeler Scholarship – Tabling until next year.
- Naugatuck Duck Day Race Tickets all sold, 50 tickets. PTO will receive \$125.00 from the sales.
- Babysitting/CPR class was full with 14 students attending.
- 8th Grade Graduation yard signs are \$15 each, 40 have been sold so far.
- Jets/Patriots game: 55 tickets have sold

New Business:

- Election of Officers and Committee Positions for 2 year positions were held as follows:

President:	Lisa Suttile
Vice-President:	Brudnell Bowen
Treasurer:	Amanda Burlinson
Secretary:	Vacant (Kim Swanat will step in until a replacement found)

Fundraising:	Open
Box Tops:	Kate Bittner
Children's Programs:	Open
Adult Programs:	Keith Somers
Publicity/Website:	Heidi Roddy
Hospitality:	Pamela Miller
Book Fair:	Sue O'Brien/Kate Bittner
Plant Sale:	Open
Adult Trips:	Lisa Suttile
Clothing/Shred:	Lisa Suttile/Brudnell Bowen
Auction Committee Chairs:	Jim Sanders/Heidi Roddy
Membership:	Pamela Miller/Brudnell Bowen

All members attending voted in favor of all positions. 9 members voting.

- We give a special thanks to Kim Swanat for all of her years of service, hard work and time dedicated to the PTO, as she is stepping down as Treasurer.

Announcement of Next Meeting and Adjournment – Next meeting will be sometime in August to prepare for the coming school year. Meeting adjourned at 7:48 pm.

Respectfully Submitted,
Amanda Burlinson
Oxford PTO Secretary