

Regular Session Meeting Minutes  
Quaker Farms School Library  
February 21, 2019

Call to Order: President Amanda Burlinson called the meeting to order at 6:40pm

Roll Call: Amanda Burlinson, Lisa Suttile, Heidi Roddy, Brudnell Bowen, Jim Sanders, Stephanie Kinkel, Courtney Schwartz, Ron Monticone, Christine Bavone, Heath Hendershot, Rachel Cacace, Donna Morelli

Approval of Minutes: Minutes from Meeting of November 20, 2018. Motion to approve by Lisa Suttile, seconded by Jim Sanders, UNANIMOUSLY APPROVED.

Audience of Citizens: None

Sponsorships: Bushi Ban

Correspondence: None

Officer's Reports:

President's Report – Amanda Burlinson:

- No meeting in December, as we didn't have quorum.
- Valentine Day roses will now be dove candies hearts, 3 in a bag still \$1 as the last company has a new distributor. Lisa asked if we can do lollipops at GOMS and Donna said yes. OCS & QFS will be the chocolate. Kate Bitner will run it, Stephanie & Courtney offered to help. Forms will go out next wk and chocolate are ordered. Will be distributed on the 14<sup>th</sup>.

First Vice President's Report (Membership) – Brudnell Bowen:

- Nothing to report

Treasurer's Report – Lisa Suttile:

- See attached – This is the best situation we've been in a while. Motion to approve by Brudnell Bowne, seconded by Heidi Roddy. UNANIMOUSLY APPROVED

Funding Requests: Motion to approve by Jim Sanders, seconded by Brudnell Bowen, ALL UNANIMOUSLY APPROVED

OCS – Grade 5 – Sturbridge Village Field Trip on 5/29/19 - \$3,720 – ttl 5,345.00

OCS – Grade 3 – Snow White Field Trip, Downtown Cabaret Theatre - \$13 per student, 125 students - \$1,625.00

QFS – Grade 2 – Maritime Aquarium, Norwalk - \$1,560.00

GOMS – Grade 7 – The Adventure Park at the Discovery Museum, Bridgeport - \$2,500.00 requested for ~180 students

### Fundraising Requests:

- A. GOMS – Softball and Baseball request to hold a car wash at Center School on Saturday, May 4<sup>th</sup> ; 9am – 4pm to raise funds to help with the cost of clothing items purchased. Motion to approve by Lisa Suttile, seconded by Jim Sanders, UNANIMOUSLY APPROVED

### Principal's Reports:

Rachel Cacace – QFS: See attached

Heath Hendershot – OCS:

- Town meeting tomorrow. School play will be Pinocchio 1<sup>st</sup> wk of April. Who's running the play – Heath, Amy Cote music, parents & middle schoolers working on choreography and other parents on costume & tickets, all working well. April 3 – 6<sup>th</sup>
- Sub for music – not yet, he thinks there will be a resolution soon about Ms. Sporsic return.
- Enrichment program will start beginning of February.
- Workshop models walk thrus are taking place. Goal is to get a K-8 workshop model should look like and celebrate the good things that are happening and areas for improvement. Ask your K-8 kids to see if they know what it is.
- Social & emotional learning and competence – in tandem bring awareness & tolerance.

Anthony Hibbert – GOMS:

- Heading into star testing next week.
- Re-launch of PBIS at beginning of year, did re-teaching of school rules and conversations with teachers. Before Christmas they had a big party to celebrate PBIS and they got tickets etc and they are looking to do ice cream in spring or dance party during flex.

- Winter concert last night, Mr. Bell did a great job and everything went well.
- Conferences end of month January 27 & 28<sup>th</sup>
- Enrichment program is underway and starts in February
- Jim mentioned if they want to blog anything Jim can post anything

### Committee Reports:

Fundraising/Box Tops: There is a check at OCS

Student Directory: Nothing new. My school anywhere is up and running

Adult Programs: Nothing to report

Adult Trips: Will look at doing a wine tasting tour, casino or game

Board of Ed Liaison: Not in attendance, Nothing to report

Oxford Education Foundation Liaison: Nothing to report

Book Fair: Happens in May and will B1G1

Children's Programs: Nothing to report

Clothing Drive/Shred: postponed to April 13<sup>th</sup>, need to find a new clothing company

Hospitality/Sunshine: Nothing to report

Plant Sale: Stephanie & Michelle will reach out and do it in Spring after Memorial day

Publicity/Newsletter: Nothing to report

Website: Jim to put the valentine form on the website and begin adding Auction info and PTO dates to calendar

Charity Auction: Committee needs help getting donations. Date is May 11<sup>th</sup> at Oxford Greens. Committee is trying to meet bi-weekly, anyone who can come help please let Heidi or Jim know.

### Old Business

- GOMS Dance 11/2 – kids had a blast, \$600 was profit
- Current Fundraisers: Believe, The Mower Depot still going about \$100, Ariston Infused Oils & Vinegars – can't do it for the schools Lisa might do it for Volleyball team, Direct Donation Form. Made \$300

- Holiday Boutique 12/8 – Lisa got some good & bad feedback, Lisa will look at it for next yr. being in gym was huge and vendors did better this yr vs last yr. \$700 for Holiday Boutique profit

### New Business

- Valentine Chocolate Roses
- Yankee Candle & Gertrude Choc – Catalog sale for Easter
- Mattress Sale – Middle school usually in Feb – Amanda will reach out

Announcement of Meeting and Adjournment – Next meeting will be February 21, 2019 at 6:30pm at the QFS Library. Meeting adjourned at 7:32 p.m.

Respectfully Submitted,

Heidi Roddy

Oxford PTO Secretary

## **QFS PTO Report – January 18, 2019**

### **Celebrations & Events**

- Kindergarten students held their annual holiday sing-a-long for parents and friends on December 18<sup>th</sup>. Parents and friends were invited to the KDG holiday classroom party following the show. Parents were also invited to attend various classroom parties and festivities in first grade and second grade during the week of December 17<sup>th</sup>.
- QFS will be celebrating Martin Luther King during the month of January with various classroom lessons and activities.
- Our monthly STAR assembly will be held on Wednesday, January 30 with a focus on diversity, Martin Luther King, and peace. Mrs. Dwyer and Ms. McArdle's classrooms will be showcased.
- Students in grades PreK-2 will participate in the *Jump Rope for Heart* event during their physical education classes beginning January 28<sup>th</sup>. Students will move from station to station where they will be engaged in a variety of jumping activities. *Jump Rope for Heart* is an event conducted nationwide to educate students about the benefits of aerobic exercise and heart health while raising funds to support the American Heart Association's fight against heart disease and stroke.

### **Curriculum & Instruction**

- Students in grades K-2 will be taking the mid-year assessment of the STAR Assessment in the content areas of Early Literacy and Mathematics beginning the week of January 22. This universal screening tool was administered to all students at the beginning of the school year and will be administered once again at the 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.
- Our five early intervention tutors continue to service students in grades one and two who require additional reading assistance in the areas of fluency, decoding, comprehension, phonemic awareness, and story writing along with math assistance. Students are seen 3-5 times a week in a small group based on their instructional level. Also, our tutors work with kindergarten students who need assistance with basic phonological and phonemic awareness skills as well as with letter recognition and sounds along with mathematical skills. Our goal is to increase the level of reading and mathematical abilities at an early age in order to meet grade level expectations.

### **Communication**

- Kindergarten registration for the 2019-2020 school year will take place April 2 – April 5. Information will be sent out to the community within the next couple of months.
- Progress reports will be sent home Friday to students who are experiencing difficulties in the classroom.

### **Facilities & Safety**

- A scheduled Lock-Down Drill is scheduled for this month.