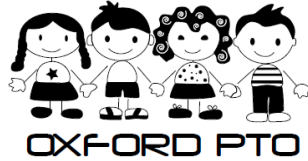


Striving to Further Enrich
the Children of Oxford



Oxford PTO
Regular Session Meeting Minutes
Quaker Farms School Library
October 18, 2018

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

Roll Call: Amanda Burlinson, Brudnell Bowen, Lisa Suttile, Jim Sanders, Stephanie Kinkel, Kim Swanat, Courtney Schwartz, Ron Monticone, Heath Hendershot, Keith Somers, Heidi Roddy.

Approval of Minutes: Minutes from meeting of September 18, 2018. Motion to approve by Lisa Suttile, seconded by Jim Sanders, UNANIMOUSLY APPROVED.

Correspondence: None.

Audience of Citizens: None.

Fundraising Requests: GOMS Cheer – Scentsy. GOMS Cheer – Shake the Can. GOMS Cheer – Krispy Kreme Donuts. GOMS Volleyball – Serve-Thon.

Motion to approve all by Jim Sanders, seconded by Brudnell Bowen, UNANIMOUSLY APPROVED.

Sponsorships: Nothing to report.

Officer's Reports:

President – Amanda Burlinson – A new checking account has been opened at Newtown Savings Bank, and the account at Ion will be closed.

Festival of Trees is December 8, and pizza with Santa is December 7. PTO is sponsoring the vendor fair on December 8 and also purchased two wreaths from the Boy Scouts for the Festival of Trees.

The PTO is sponsoring a dance at GOMS on November 2. Students are welcome to wear costumes, and there will be a photo booth and DJ. Teachers as well as some of the PTO Board members and their friends will volunteer for the event.

Heidi Roddy has come forward to be secretary since Kim Swanat was only serving in an acting capacity. Motion to approve by Lisa Suttile, seconded by Brudnell Bowen,

UNANIMOUSLY APPROVED. Heidi will begin the role as of the 12/13/18 meeting, including preparation of the agenda.

Vice President's Report – Brudnell Bowen – Pam Miller is helping Kate Bittner with box tops. The OCS Librarian has created a “decorated box” for students to put the tops in. The group discussed ideas around rewarding the class that brings in the most box tops (i.e. extra time at recess, etc.). Brudnell, Pam, and Kate will reach out to the principals for ideas.

Treasurer's Report – Lisa Suttile – Balance in account to allocate is \$26,442.87. Motion to approve by Jim Sanders, seconded by Heidi Roddy, UNANIMOUSLY APPROVED.

Funding Requests:

QFS – Notion of Motion (\$1,245.00) and Crabgrass Puppet Theatre (\$780.00).

Motion to allocate \$2,000.00 to each school made by Heidi Roddy, seconded by Brudnell Bowen, UNANIMOUSLY APPROVED.

Motion to approve two requests from QFS made by Jim Sanders, seconded by Heidi Roddy, UNANIMOUSLY APPROVED.

OCS – Science Center (\$1,930.00). This request was passed by email vote on October 20, 2018.

GOMS Cheer – Stunt Clinic/Choreography. GOMS – Volleyball banquet. Motion to approve two requests from GOMS Clubs made by Brudnell Bowen, seconded by Heidi Roddy, UNANIMOUSLY APPROVED.

Principal's Reports:

Rachael Cacace (QFS) – See report attached.

Heath Hendershot (OCS) – Heath talked about the district's new strategic operating plan. Heath, Mr. Reich, and Mr. Wheeler were trained in the ALICE method which is geared towards intruders. They will train the rest of the staff at the end of October.

OCS will be implementing reading/writing workshop models this year.

A dance party was held to celebrate the summer reading program.

Anthony Hibbert (GOMS) – Not in attendance; no report provided.

Committee Reports:

Fundraising/Box Tops: Believe fundraiser should arrive the first week in November.

Student Directory – Not in attendance; directory is 90% complete.

Adult Programs – Nothing to report.

Adult Trips –Jets/Patriots tickets sold out. Bus filled. Keith will look into putting together a Casino trip again and will explore the possibility of snow dates, too.

Board of Ed Liaison – Not in attendance, nothing to report.

Oxford Education Foundation – Meeting scheduled for 10/29.

Book Fair – It's happening this week, and it's going well so far.

Children's Programs – Nothing to report.

Clothing Drive/Shred Day – 10/27 at OCS from 9am-1pm. Ron M. and Amanda can help Brudnell.

Hospitality/Sunshine – There is nothing to report, but let Pam know if you become aware of any event.

Plant Sale –Michelle Pedros and Stephanie Kinkel will be in charge of the sale and plan to use Gazy's Farm. We may run the sale around Memorial Day for a Spring Plant Sale, instead of a Mother's Day Plant Sale.

Publicity/Newsletter – Amanda wants to post more items to the Facebook page.

Website: Brudnell will help with updating the website as needed after training from Jim and Heidi.

Auction Night: Committee needs help finishing sending thank you notes. Stephanie and Lisa K. offered to help out.

Next Auction night is Saturday May 11, 2019 at Oxford Greens. They will have 2 tents this year, and we are starting to request and organize donations.

Cookbook: Nothing to report.

Color Run: Nothing to report.

Holiday Boutique: The Holiday Shoppe will be held at QFS and GOMS this year. OCS will not be participating.

Old Business:

- Chelsea Wheeler Scholarship – We will not be moving forward with this.

New Business:

- Discussion regarding sending out a donation letter so people can donate without having to participate in a fundraiser. Amanda will send a draft to BOE for approval.
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Announcement of Next Meeting and Adjournment – Next meeting will be November 20, 2018 at 6:30 pm at the QFS Library. Meeting adjourned at 7:45 pm.

Respectfully Submitted,
Kim Swanat
Oxford PTO Interim Secretary

Quaker Farms School



Office of Rachael Cacace

Principal of Quaker Farms School

October PTO Meeting – October 18, 2018

Celebrations & Events

- This month the kindergarten students will be visiting Jones Farm, the first grade students will be visiting Blue Jay Orchards, and the second grade students will be visiting Rockhouse Hill in Oxford. Thank you to the PTO for funding Jones Farm and Blue Jay Orchards.
- The PTO Book Fair will take place on October 15-18 where a variety of books will be available for students to purchase. There will also be an Ice Cream Social and Book Fair night on October 18.
- School picture day took place on October 10th.
- Fire Prevention Day was held on October 11 where the Oxford Fire Department presented fire safety tips to all the students. The students got to see the fire trucks and ask questions.
- The Halloween parade will take place on Wednesday, October 31 at 2:15. Parents are invited to attend as well.
- All QFS students have purchased T-shirts with our STAR logo on them to wear during school events (i.e. field trips, special events, field day, STAR assemblies each month, etc).
- Power of Pink t-shirts were sold district wide to help raise Breast Cancer Awareness. Staff and students are encouraged to wear their t-shirts and/or pink on October 30th.

Curriculum and Student Achievement

- Students in grades K-2 finished taking the STAR Assessment in the content areas of Early Literacy and Math. This universal screening tool will be administered to all students at the beginning, middle and 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.
- QFS school improvement team is in the beginning phases of completing our School Improvement Plan Year 1 based on the Strategic Operating Plan for the district.
- Reader's Workshop model is being implemented in all K-2 classrooms. We had our first Reading Workshop coaching day with Lauren Kolbeck on September 20th where she met with each grade level team individually. This time consisted of a preconference, a lab site visit, and a debrief for each grade level.
- Teachers in grades K-2 are in their second year of implementing Writer's Workshop.

- Teachers in grades K-2 are in their third year of implementing a phonological/phonemic awareness, phonics, and spelling program called *Foundations*.
- QFS will have a PBIS STAR assembly on October 25th focusing on Anti-bullying and Showing Kindness. Mrs. DellaVolpe and Mrs. Studley's classes will be showcased.

Communication

- All classroom teachers have created email distribution lists where information is communicated to families on a regular basis.
- Our school web site is updated often to include the monthly calendar, lunch calendar, principal reports, daily events, reminders, etc.

Facilities & Safety

- A scheduled Fire Drill will take place this month.
- The building principal attended ALICE Training (school safety/security) on October 4 and October 5. There will be a half day of professional development regarding school security on October 26th for all staff.