



Oxford PTO Executive Board Meeting Meeting Agenda

Location: QFS Cafeteria

Date: Thursday, October 17, 2024

Time: 6:30PM

I. Call to order 6:35 pm Millie Callahan

II. Roll call

In Person - Millie Callahan; Vicky Siemieniewicz; Leslie Alldredge; Kelly Blake; Linda Lenahan; Doreen Walsh-Henningsen; Kimberly Galloway; Melissa Dorazio; Stephen Sasnowitz; Samantha Iucci; Ryan Gernat; Amanda Burlinson; Isabella Keane; Betheney Norton; Alice Fletcher; Beth Drost; Leidy Ruiz; Arleny Lopez-Cordero; Jill Botelho; Aimee Misset; Sylvia Oullette; Charlene Yacavelli

By Proxy –

Approval of minutes from last meeting

- Vicky Siemieniewicz motioned to approve; Isabelle Keane seconded; motioned PASSED

III. Audience of Citizens – n/a

IV. Sponsorships – Leslie Alldredge – month 2 of school year, looking into sponsorships in the community. Roughly 100 organizations that she will reach out to see if they'd support the PTO in general or for specific events. Will start with local networks – our employers and other businesses, communities that we're part of. In return for sponsorship – can offer presence in social media, acknowledgments and mentions in monthly bulletin/newsletter.

V. Correspondence – Millie Callahan - sad to hear about the resignation of our BOE liaison, Deb Sherman. She emailed on 10/11 with news of her stepping down. Waiting to hear from BOE for new liaison and will make a decision at that time whether we

will accept the appointee or nominate a PTO member to attend BOE meetings and serve in this role.

Rachel Criscuolo - Halloween Costume Sale and Pub/Newsletter - has stepped down as of today (10/17). The Halloween Costume Sale will now be under Samantha Iucci, who can choose an event coordinator if she wishes. Publicity and Newsletter is an open seat – if anyone is interested, please let the board know. Leslie has created a newsletter for this month – this will be a good foundation to move forward with.

Melissa Dorazio expressed interest in organizing the Halloween costume sale.

VI. Officer's Reports

- a) **President's Report** – it's been a busy end to Sept, ending with the Halloween costume sale on 9/21. We had several parent and child volunteers and netted \$287.65 from the sale. We will advertise for an upcoming collection for costumes for next year's sale. This month we have the book sale and Boo-grams. Things will slow down as the holiday's come up, and then we'll ramp up post-holiday for Boosterthon. Excited to see new faces!
- b) **First Vice President's Report (Membership)** – membership is holding steady at 100 members since last month. Continue encouraging folks to join and to bring a friend along to a meeting. We'd like to talk about how people want to be involved in PTO – ways that people can help outside of meetings – brainstorming ways to be involved and help with sponsorship.
- c) **Treasurer's Report** – nothing new here. The ending balance is \$46124.93. Nothing outstanding. Allocations QFS = \$582.50; GOES = \$35; OMS. = \$0. After allocation we are at \$45507.43 Kelly Blake motioned to approve the budget – Linda Lenahan seconded – motion PASSED. Note the removal of MS funding request, as discussed in 'old business'

Oxford PTO Treasurer's Report

Amount in checkbook (per online account)	\$46,124.93	10/17/2024
Outstanding Items	\$0.00	
Amount available to Allocate	\$46,124.93	

Allocations	
Quaker Farms School	\$582.50
Great Oak Elementary School	\$35.00
Oxford Middle School	\$0.00
Total Allocations	\$617.50

PTO Balance after Allocation	\$45,507.43
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Report as of 10/17/2024

VII. Funding Requests

- a) n/a

VIII. Principal's Report

- a) QFS - Charlene Yacavelli – Kindergarten went on a field trip and had a wonderful time – got to pick great big pumpkins. Kids were so happy to carry them in their own bags. Two more classes will be going tomorrow. QFS is looking forward to the bookfair – they're preparing the kids for what to expect.
- b) GOES – Aimee Misset – book fair materials were delivered within the last two days – they're excited about the upcoming fair. Picture day is Wednesday of next week. Half of 3rd grade went to a field trip to the Native American museum in Washington on Wednesday - the other half is going tomorrow. The museum gave students an extra hour along with an extra activity because of flood. October town hall is next Friday. The year is going well, send any questions to Aimee.
- c) OMS – Silvia Oulette – book fair is next week – happens during lunch waves after students eat. Sending thanks for supporting the 8th grade field trip – PTO funds will help kids get lunch at Quincy market. More students are attending this field trip than usual – the trip is November 21st. OMS is celebrating Red Ribbon Week 10/28-11/1st. They'll hold Spirit Week at the same time. Red Ribbon Week is a national week of celebrating living a healthy lifestyle and saying no to drugs and alcohol. They requested funding for a speaker during this week – but the cost became prohibitive when the event needed to be divided up into two time-blocks. There are two speakers who are entertaining and they are looking carefully over their background, etc., and speaking with them about content to determine if it's appropriate for Middle School. These two individuals are volunteers.

IX. Old Business

- a) FROM 9/25/24 - Request from S. Oulette for OMS for a Red Ribbon Week speaker on 10/29/24. Red Ribbon Week is a week dedicated to promoting healthy drug and alcohol-free choices for our students. Requested amount was \$1400. OMS currently has \$0 in allocated funds. QFS currently has \$582.50 in allocated funds which would bring their new total to \$1,982.50. GOES currently has \$35.00 in allocated funds which would bring their new total to \$1,435.00. An emailed vote was held - Vicky moved to

approve the allocation as indicated above and also moved to fund the requested amount. Linda seconded both motions. Both motions PASSED. This request was added to the addendum of the 9/2024 meeting minutes.
AS OF 10/15/24, THIS EVENT HAS BEEN CANCELED AND OMS RETURNED THEIR CHECK. AMOUNTS ALLOCATED HAVE BEEN RETURNED TO THE PTO.

X. Committee Reports

- a) Fundraising - Samantha lucci – OMS Boo-grams will be sold during lunch during 10/29-30 with delivery on the 10/31.
 - i) Box Tops – Melissa DiPaola – From Samantha - both elementary schools are signed up – first year with name change for GOES (used to be Center School)
 - ii) Boosterthon – February 13/14 is our week for this year.
 - iii) Halloween Costumes - Melissa Dorazio – see summary from Millie in president's report.
- b) Shred / Clothing Drive – Kelly Blake (new chair?)- Ion bank is willing to work with us but would need a location other than them.
- c) Adult Programs – Beth Drost – at the end of last year we spoke about family programs and talked about the possibility of a movie night/game night/bingo night, etc. given flood, she's held off. Thinking about hosting something in early 2025. Some ideas are a: k-2 night, 3-5 night and a 6-8 night. BINGO night seems like a popular idea. Brainstorming ideas and learning about what resources are available.
- d) BOE Liaison – **OPEN** –
- e) Book Fair – Linda Lenahan – Book fair starts on Monday. Volunteers are setting up tomorrow. They're restarting teacher wish-lists and will be sharing them on social media so that extra funds can go towards teacher wish lists. GC can be purchased, too. They have more volunteers than in recent memory – sending thanks for admin for sharing volunteer sign-ups. Parents can still come to help their kid shop – this is separate from the volunteers.
- f) Hospitality/Sunshine - Allyson Danso – via Millie - Allyson sent bd cards for July-October. Total 58 cards sent to all schools. Sent congrats to Ms. Miller, recently married (Mrs. Walker). Ideas – increase staff appreciation by organizing a candy bar to show appreciation throughout the year. Organize staff breakfast or desert bar.

- g) Plant Sale – Isabella Keane – nothing new – spoke with families in other towns and is collecting ideas.
- h) Publicity/Newsletter – **OPEN** – Leslie put together a newsletter for the month of October.
- i) Website / Student Directory – **OPEN** –
- j) Auction - **OPEN** – Beth Drost questioned whether a raffle would be a good replacement for the auction

XI. New business -

- a) Kelly Blake - QFS school shirts – is there a way to recycle them from one year to another? Consider talking with Rachel Cacace about putting together a collection, laundering the shirts and donating them back to the school/families.

XII. Announcement of Meeting and Adjournment

- a) Next Meeting – 11/21/24 at 6:30 pm
- b) Adjourned meeting – 7:32 pm

XIII. Addendum

XIV. Appendices