

Oxford PTO
Regular Session Meeting Minutes
OCS Library, Oxford, CT
Thursday, January 16, 2019

1. Called to Order- President Amanda Burlinson called the meeting to order at 6:36pm
2. Roll Call: Amanda Burlinson, Heidi Roddy, Donna Morelli, Heath Hendershot, Mary Ellen Haussler, Ron Monticone, Christine Bavone, Deb Sherman, Melissa DiPaola, Brudnell Bowen (via phone)
3. Approval of Minutes: Minutes from Meeting of November 21, 2019, Motion to approve – Heidi Roddy, seconded by Mary Ellen Haussler
4. Audience of Citizens: nothing
5. Sponsorships: nothing
6. Correspondence: nothing
7. Officer's Reports:
 - A. **President's Report** – Amanda Burlinson:
 1. Rachel Criscuolo is looking at doing school supply kits for next year. This would allow parents to select the class their child/ren have and purchase the supplies on the list and be sent to the school. More to come.
 2. Our next meeting on Feb. 20th the Superintendent Dr. McKinnon will be coming to give an update on the budget to us and the Booster club.
 - B. **First Vice President's Report** (Membership) – Brudnell Bowen, no updates
 - C. **Treasurer's Report** – Lisa Suttile
 1. Amount in checkbook \$46,657.26, PTO balance \$28,174.26.
 1. Motion to approve – Heidi Roddy, seconded by Christine Bavone
 2. We didn't need to allocate any funds for the funding requests as the schools had this money in their accounts.
8. Funding Requests: We approved the following requests. Motion to approve – Heidi, Mary Ellen Haussler.
 - A. OCS:

- a. Funded \$3,300.00 for the orchestra for their annual school play.

B. GOMS:

- a. Funded \$2,500.00 for the 7th grade field trip to the Discovery Museum.

9. Fundraising Requests: None

10. Principal's Reports:

C. Rachel Cacace – QFS, see report attached.

D. Heath Hendershot – OCS

- a. They recently did an ALICE drill in the café and discussed options and evacuation information for what to do. Mr. Hendershot, Mr. Wheeler and Mr. Rich are leading this initiative.
- b. RULER is a district wide initiative for K-12 and they are working on staff training this year.
- c. Readers & Writers workshop continues
- d. Play rehearsals have started and are going well. The play will be April 1 – April 4th
- e. 4th & 5th grade chorus will start up in a couple weeks.
- f. Unified sports will happen two times a week and will work with students.
- g. Building update: The goal is to be moved in for the start of the 2020/2021 school year. It will be tight and there is a lot of work needed and outside contractors will need to be used. They are having meetings on how to do this in a short time period and what needs to be done in order to hit the goal.

E. GOMS – Donna Morelli:

- a. In December they did a PJ day and all went well and had good participation.
- b. STAR testing in mid term has been done in 7th & 8th and 6th grade is still to be done.
- c. Conferences will be held end of Feb and an email will go out soon for parents to sign up.
- d. RULER – they are prepping training for the staff on 2/14 and will roll out to students next year.

- e. PBIS continues.
- f. Kids can earn points/tickets to be a teacher assistant.
- g. Report cards will be sent home soon.

10. Committee Reports:

- A. Fundraising/Box Tops: Kate submitted in Fall and we received a check for \$1,200. Melissa is taking over for Kate. Remember to send in your box tops and to move to scanning your box tops using the new app for the ones with the QR code.
- B. Student Directory: no update
- C. Adult Programs: no update
- D. Adult Trips:
 - 1. Fairfield Comedy Club – Jim Sanders – no update.
- E. BOE Liaison: Deb Sherman is our new liaison, thank you Deb
 - 1. She reminded everyone that board meetings are the 2nd & 4th Tuesday of each month and encourages people to attend.
 - 2. Budget time is now and they are working on projections and what staffing looks like.
 - 3. They lost their business manager and hired a superintendent of business operations and HR and they have been pulling the budget apart line by line and understanding what's in it.
 - 4. Jan 28th Dr. McKinnon presented the budget to the BOE. She encourages people to come to this meeting.
 - 5. Deb asked if anyone had any ideas to help increase our voting numbers. We have a very low count on votes and wants ideas on how we can try to get the word out for people to come vote. If anyone has any ideas please send them to Deb.
 - 6. May 14th will be the vote on the budget.
 - 7. March 4th the BOW will present the budget to the BOF
 - 8. May 4th is the Town Meeting to approve the budget.
- F. Book Fair:
- G. Children's Programs: N/A
- H. Clothing Drive/Shred: No update

I. Hospitality/Sunshine: nothing new. Please be sure to send Christine Bavone any new information you have.

J. Plant Sale: no update

K. Publicity/Newsletter: no update

L. Website: Jim is making Auction updates as they come in

M. Charity Auction: Heidi provided a brief update:

1. Auction Committee needs lots of help. At this stage, it's mostly computer work from home requesting donations. Auction Committee kickoff meeting is Thursday, January 30 at 6pm at Heidi's house. If you are able to help, and haven't let them know, please RSVP to Sandra Mangan (smanganpto@gmail.com) or Andrew Sullivan (asullivanpto@gmail.com).
2. Heidi thanked MaryEllen Haussler for all the teacher experiences that QFS does and please continue to help. If there is a possibility to group experiences to make them bigger with multiple teachers/students we would put them in the live auction. We'll probably be moving the individual experiences to silent auction.
3. Auction will start at 5pm, donation document needs to be updated. We will contact Andrew/Sandra to get that done.

11. Old Business:

1. Display My Art: \$608 profit
2. GOMS Ariston Specialties Oils & Vinegars during conferences: \$100 profit, not worth doing again for the leg work that was involved to make this happen and Amanda said the company is not great to work with.
3. Direct Donation Drive Flyer: \$120
4. Holiday Shop at QFS & GOMS: \$643 profit. Need to access if doing this again next year is worth it. It takes a lot of work to set up and get people to run it for not a lot of profit.
5. Box Tops: Bi-annual November submission check from Box Tops was over \$1,100.00. Thank you Kate Bittner for all your work on Box Tops. We thank Melissa DiPaola who is taking over for Kate going forward.
6. We had a huge turnout of help and volunteers for the holiday shop this year which is amazing and so very much appreciated. It was heartwarming to see so many people jump in to help make this happen. Thank you to everyone who was able to help!!!

12. New Business:

7. Valentine-Grams at QFS and OCS (Dove Chocolate Hearts in a treat bag delivered to kids at school): Flyer/order forms going home with students end of next week, and will also be e-mailed to parents/guardians. Orders will be delivered to school on 2/13 (Valentine's Day is a ½ day this year). Thank you Sandra Mangan and Christine Rangel for coordinating this!
8. Valentine's Chocolate Rose Lollipop sale at GOMS: Lollipop sale at GOMS on 2/13 during lunch waves. Thank you to Melissa DiPaola and Sandra Mangan for working this sale for us!
9. We're working on getting a Spring 5K location and date. Trying to work with Quarry Walk but nothing is set yet, it's all very preliminary. Amanda to see if Rose's might be interested in doing it.
10. Next PTO Meeting is February 20th at 6:30 pm where Superintendent Dr. McKinnon will be providing us with his Education Budget presentation for the 2020-2021 year. This is a great opportunity to learn about the upcoming budget and stay informed for when you exercise your right to vote this coming May.
11. We welcome Debbie Sherman as our new Board of Education Liaison. Debbie will be providing us with updates regarding BOE matters.
12. Debbie Sherman asked if any group is doing something for Australia? No one knew of anything. If anyone hears please let her know. She will look to see if we can do something district wide.

13. Announcement of Meeting and Adjournment

- Next Meeting is 2/20 @ 6:30, OCS Library
- Adjourned at 7:28pm.

QFS PTO Report – January 16, 2020

Celebrations & Events

- Kindergarten students held their annual holiday sing-a-long for parents and friends on December 18th. 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 17th.
- QFS will be celebrating Martin Luther King during the month of January with various classroom lessons and activities. There will be no school on Monday, January 20th due to Martin Luther King.
- Students from Oxford High School will visit QFS on January 16 and conduct an Inclusion Themed Youth Athletes Event with students in grades K-2. This visit will include at least six sport skill stations with the theme of working together as well as the reading of a story and activity with the theme of inclusion.
- Our monthly STAR assembly will be held on Wednesday, January 29 with a focus on diversity, Martin Luther King, and peace. Mrs. Lasto's and Mrs. Dwyer's classrooms will be showcased.
- Students in grades PreK-2 will participate in the *Kids Heart Challenge* event during their physical education classes beginning January 27th. Students will move from station to station where they will be engaged in a variety of jumping activities. *Kids Heart Challenge* 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 21. 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.

Communication

- Kindergarten registration for the 2020-2021 school year will take place March 31 – April 3. Information will be sent out to the community within the next couple of months.
- Progress reports will be sent home on Friday, January 31 to students who are experiencing difficulties in the classroom.

Facilities & Safety

- A scheduled ALICE drill was conducted this month with notification to all families.