

Oxford PTO  
Regular Session Meeting Minutes  
Thursday, May 30, 2019 at 6:30 PM  
QFS Library Oxford, CT

1. Meeting Called to Order – President Amanda Burlinson called the meeting to order at 6:38pm
2. Roll Call – Amanda Burlinson, Lisa Suttile, Heidi Roddy, Jim Sanders, Heath Hendershot, Meredith Halgren, Sue O’Brien, Brudnell Bowen, Jason McKinnon
3. Approval of Minutes – Minutes from Meeting of April 11, 2019, Motion to approve - Lisa Suttile, seconded by Jim Sanders
4. Audience of Citizens: Dr. Jason McKinnon new superintendent is here. Discussed OCS move date might be 20/21 mid-year but GOMS needs work, Sue O’Brien said there is now a committee on it.
  - A. Jason is excited to come to Oxford and he’s been to each school, he attended the town hall mtg in OCS he enjoyed it with all the students, he meet the faculty at the other schools and what he’s doing. Develop relationships & get their perspective and their roles and how they feel about the schools, internal policies, etc. vision & mission of schools to see if the vision of the school district is aligned with each school’s vision in 10 years.
  - B. Will be meeting with administrative on the 1<sup>st</sup> of the 2 PD days
  - C. He’d like to go to every classroom if possible
  - D. Amanda told him we’ve funded about \$33K this past year
  - E. [mckinnonj@oxfordpublicschools.org](mailto:mckinnonj@oxfordpublicschools.org), cell-203-997-7195
5. Sponsorships: no
6. Correspondence: QFS sent a photo after teacher app day
7. Officer’s Reports:
  - A. President’s Report – Amanda Burlinson:
    1. She updated our address from po box to QFS address with the IRS
    2. We need to purchase quick book software, her & Lisa will do it during the summer
  - B. First Vice President’s Report (Membership) – Brudnell Bowen: no update
  - C. Treasurer’s Report – Lisa Suttile
    1. Sue deposited \$9,730.31 for QFS & OCS cash & checks from the book fair nothing yet from GOMS does not include credit cards

2. Discussed allocating \$1,600 to each school
3. \$51K in account, outstanding oxford greens check minus clubs pto balance \$35,741.00. Motion to approve Brudnell Bowen, seconded by Heidi Roddy

8. Funding Requests:

- A. OCS – Is requesting funding for all grades (387 students) for their Celebration of Excellence. The funds will pay for Brown bags, sno-Cone Cups, Bouncy House, Popcorn, food and beverages. Total requested \$2,400.00 Motion to approve Sue O'Brien, seconded by Lisa
- B. QFS balance –Lisa Motion to approve, seconded by Heidi

9. Fundraising Requests: none

10. Principal's Reports:

- A. Rachel Cacace – QFS: Not in attendance
- B. Heath Hendershot – OCS:
  - a. Busy time of year with EOY activities and planning for next yr
  - b. Finished star & aspect testing – went well
  - c. In middle of placement process, goes thru multi levels and kids will go to next yr teachers and get supply lists. It was a great experience last yr
  - d. Thank you for teacher appreciation and was more comprehensive than other years and Brudnell did a great job.
  - e. Jason came to last town mtg and went very well
  - f. Plant sale was great and were happy to have it back. He said they did a great job and it was well received
  - g. Steam night was run May 21<sup>st</sup> not as well attended but might be due to sports and will look to run more next yr and trying to figure out how to make it available to more than 60-80 kids. Next step is project lead the way
  - h. Invention convention last Friday, 5<sup>th</sup> grade Sturbridge, wolf park field trip went very well.

- i. Grade 2 is coming to visit tomorrow
- j. Gov reading challenge is next Thurs – students who did a certain amount of reading could get a trip to Quassy park and they will go tomorrow and they will share the winners at the gov challenge.
- k. Talent shows next wk

C. Anthony Hibbert – GOMS: Not in attendance

## 10. Committee Reports:

- A. Committee members we need them
- B. Fundraising/Box Tops: nothing new, Kate will pick up at all schools before eoy. They aren't ready to roll out digital yet.
- C. Student Directory: Pam is resigning – accepted. Meredith asked what is involved. Already enrolled people will just renew only new people will need to be entered so just kindergarten people and new ppl joining. She might be interested.
- D. Adult Programs: Nothing to report
- E. Adult Trips: Jim to organize a comedy club night at Fairfield comedy club for Octoberish timeframe
- F. BOE Liaison: Nothing to report
- G. Book Fair: Nothing to report
- H. Children's Programs: Nothing to report
- I. Clothing Drive/Shred: Lisa recommends us not doing it, we only made \$200.00, we need to find a better company to do this. Weather has an impact on how much we get
- J. Clothing made \$538, we make money by pound and people drop clothes off
- K. Hospitality/Sunshine: sent retirement cards out
- L. Plant Sale: made \$3,500 in gross, Gazzy invoice should be \$1600. Will do it again next yr, might do pre-sale of vegetables for next yr. went very well at all schools.
- M. Publicity/Newsletter: Nothing to report
- N. Website: Nothing to report

O. Charity Auction: Went very well. The committee sent feedback for the team to review. We still need to send out some thank you notes. Made approx. \$18K. Changes made this auction were received well, more raffle items vs silent, less work for the committee. Future auction should discuss moving some individual Teacher experiences to silent or raffle. Group teacher experiences and Principle of the day do best in Live auction.

1. Jim has resigned

P. 8<sup>th</sup> grade dinner dance 117 kids at GOMS tomorrow night. Parents donated a lot of stuff and Lisa is setting up and has parent volunteers

#### 11. Old Business:

- Teacher appreciation week – Courtney & Brudnell – did breakfast & lunches and ice cream, he spent \$535 all positive feedback!
- Next year suggestions to ask parents to donate different items for it. No matter what we provide the teachers are ready at QFS, OCS & GOMS some stuff was left. Parent donations can be done via sign up genius so ppl can donate for the parents that work and feel like they donated. Meredith explained her sons school had each kid bring a flower and the parent helpers made flower arrangements for every teacher in school.
- Yankee candle – about \$3k, do again in spring time

#### 12. New Business

- PCRC ride/walk – on 9<sup>th</sup>
- Kindergarten orientation 8/22 @ 9:30am, Amanda will do the speech, do waters, cookies,

13. Announcement of Meeting and Adjournment Next meeting will be September 12<sup>th</sup>, Meeting adjourned at 8:14pm