

Oxford PTO
Regular Session Meeting Minutes
OCS Library, Oxford, CT
Thursday, September 12, 2019

1. Called to Order-President Amanda Burlinson called the meeting to order at 6:31pm
2. Roll Call: Amanda Burlinson, Heidi Roddy, Lisa K, Courtney Schwartz, Jim Sanders, Heath Hendershot, Rachel Cacace, Donna Morelli, Lori Hylinski, Meredith Hallgren, Andrew Sullivan, Joy Harman, Pedro Muniz, Rachel Criscuolo, Andrea Warhola, Melissa Scott, Russell Rainbolt (Lisa Suttile & Sue O'Brien gave proxy to Amanda for voting)
3. Approval of Minutes: Minutes from Meeting of May 30, 2019, Motion to approve – Heidi Roddy, seconded by Jim Sanders
4. Audience of Citizens: nothing
5. Sponsorships: nothing
6. Correspondence: nothing
7. Officer's Reports:
 - A. **President's Report** – Amanda Burlinson:
 - Not much now as we're just starting
 - Great interest at Kindergarten Orientation
 - B. **First Vice President's Report** (Membership) – Brudnell Bowen, nothing
 - C. **Treasurer's Report** – Lisa Suttile
 - Amount in checkbook \$38,894.57 (Amanda explained how we manage clubs \$11,549.26 balance) PTO balance \$27,345.31. Motion to approve by Jim Sanders, seconded by Heidi Roddy
8. Funding Requests:
 - A. Kindergarten Jones Family Farm field trip, requesting \$1,033.50 for 106 students. Motion to approve by Heidi Roddy seconded by Amanda/Sue
 - Lisa Suttile allocated \$1,050.00, motion to approve by Heidi Roddy, seconded by Jim sanders

9. Fundraising Requests: Amanda explained how this works to the new people at the meeting – The PTO gives approval to run the fundraiser but does not support running the fundraiser.

10. Principal's Reports:

A. Rachel Cacace – QFS:

- The year started productively with the Kindergarten & preschool orientations
- 346 students are registered
- 9/16 constitution celebration all student wear red, white & blue
- 9/26 dancing under stars
- Meet the Teacher 9/19 @ 6pm
- Aug & sept they had fire drills and stay put drill more about the Alice drill will come out next week
- Star testing will happen at EOM
- She sends out a Friday email to parents and that started last Friday

B. Heath Hendershot – OCS:

- Meet the teacher night was last Thursday and was well attended.
- Next Friday is the Governor reading celebration – Town Hall meeting format, will recognize students that turned in sheets.
- Following Friday is the dance party. A parent will DJ, staff member will do entertainment.
- Teaching & Learning – Off to a solid start. (pacing guides) 9% increase in students in reading in mastery, 7% in math, they were recognized for students will special needs and the growth was 10%
 - Readers & writers workshop – working on figuring out how to make it work well.
 - Star testing will be coming soon
- Safe facilities – fire drill, Alice evacuation off school site, they did 1 of each & have Officer Tony who has been a great addition to OCS.
- Vaping presentation was today at OCS and was a more positive presentation about setting goals for yourself, etc.

- Interviewed for music teachers – candidates came for model lesson and he thinks they will have a path forward soon.

C. Anthony Hibbert/Donna Morelli – GOMS:

- They launched a “Be Kind” motto this year at the school & they hand out kind certificates & tie it into the campaign. 1 ticket goes home & 1 gets mounted on a board.
- Unified club: where kids can come together for kids to figure out what to do for the school. Sticky notes on lockers was one idea.
- Lock down went well, they never do surprise lock downs. Teachers decided to shelter in place or leave building.
- Vaping presentation went well.
- Social media presentation 10/15 during day with Scott Driscoll (internet safety & former police officer) presentation for parents that night
- PBIS, hero acronym (students earn tickets to buy items)
- Star assessment coming up used for baseline data.
- Halloween dance they are thinking about it, we could do the 10/25 date, Amanda will let her know. A parent is a dj and said he could do it.
- Meet teacher is on the 26th

10. Committee Reports: Amanda gave an overview of what this covers to the new people at the meeting.

- A. Fundraising/Box Tops: Going Digital, flyer approved 9/11 needs to be e-mailed out by central office. Amanda explained it and how it works.
- B. Student Directory: Membership & Directory status update goes until the 20th. Kate Brough will now take over the directory & membership she will then enter all the info. Everyone will get an email with access to the directory then get all the emails we send out. We might be able to renew ourselves next year and pay on line but with new platform this year we couldn't determine that in time.
- C. Adult Programs: Nothing
- D. Adult Trips:
- Fairfield Comedy Club – Jim Sanders

- Choose a night, they will give us a coupon code and anyone that goes that night to get ticket they will give us \$10 back per ticket. It's BYOB & food, typical cost for show is \$30.

E. BOE Liaison: Sue not here, heard the new Superintendent is doing very well. Jason Mckinnon.

F. Book Fair: 10/15 – 10/17, Ice cream social 10/17 6pm @ QFS with a display my art fundraiser will also run & is new this year, anyone who can't make it can do it at home, offer free shipping to home if you order by 11/22, we get back 30%.

- We need help working all the school days to help work. Sue is not running it she has someone to take over QFS, Michelle Pedros will do OCS, we need someone for GOMS

G. Children's Programs: Nothing

H. Clothing Drive/Shred: Delayed until Spring

- We normally have 2 a year, we're not doing it this fall due to too much going and need to find a new co. We'll do it in the spring.

I. Hospitality/Sunshine: Nothing

J. Plant Sale: Will happen in spring

K. Publicity/Newsletter:

- Ron Monticone resignation – Motion to approve Amanda Burlinson, 2nd by Heidi Roddy, Unanimously approved
- Nominate Rachel Criscuolo – Motion to approve Jim Sanders, 2nd by Amanda Burlinson, Unanimously approved

L. Website:

- Heidi Roddy resignation – Motion to approve Lisa Suttle, 2nd by Amanda Burlinson, Unanimously approved
- Nominate Jim Sanders – Motion to approve Heidi Roddy, 2nd by Amanda Burlinson, Unanimously approved
 - Pedro runs his own website and can help too. Jim to contact him to chat.
- Renewal needs to be paid, Lisa to do – she should renew it as word press is easy to use.

M. Charity Auction:

- Sandra (just moved here) and ANDrew are interested, Courtney & Lisa K will help. Jim and Heidi to reach out to them and set up a separate meeting to discuss details & hand over files.

11. Old Business:

- Crayola Colorcycle – Shipped another box of 25 pounds last week

12. New Business:

- QFS Meet the Teacher on 9/19, PTO sets up a table, Heidi, Stephanie, Jim, Brudnell?
- GOMS Meet the Teacher 9/26 – We need volunteers to cover – Melissa Scott might be able to and she will let Amanda know.
- Believe Catalog Fundraiser – will go out to all the schools, Lisa is running it
- Meet & Greet at Oxford Baking Company 10/12, 2pm – 4pm
- Display My Art Fundraiser during Ice Cream social on 10/17 6-8pm, anyone have middle school kids that could help Ms. Haussler
- Fun Run in conjunction with Black Hog on 10/26 – Kristin Grasso will be running it. Won't be a 5k. Black hog is running a costume party at 1pm that day. The run would be at 11:30 start & end there. Andrew mentioned about asking other businesses in that area. Will be a costume fun run
- GOMS Dance end of October? Amanda will look at calendar and let Donna know a date.
- Holiday Shop at QFS & GOMS 12/10-12/12 – Need people to run it.
- Festival of Trees 12/14 – PTO isn't doing vendor fair, we usually donate wreaths

13. Announcement of Meeting and Adjournment

Next Meeting 10/24/19 at 6:30pm at OCS Library

Adjourned at 7:48pm