



## Oxford PTO Executive Board Meeting Meeting Minutes

**Location:** QFS Library

**Date:** Thursday, October 20, 2022

**Time:** 6:30 pm

### I. **Call to order** 6:35PM

### II. **Roll call**

Amanda Burlinson / Brudnell Bowen / Lisa Kurjiaka / Jill Bailee /  
Deb Sherman / Alison Piccirillo / Martha Willsher / Vicky  
Siemieniewicz / Heath Hendershot / Rob Miller / Linda Lenahan /  
Leslie Aldredge / Millie Callahan / Allyson Donso / Kate Brough /  
Sharon Lebansky / Erica Cole / Charlene Yacovelli / Kelly Blake /  
Christine Schalich

### III. **Approval of minutes from last meeting** Move Lisa Second Brudnell PASSED

### IV. **Audience of Citizens** - None

### V. **Sponsorships** – Brudnell organized and sent mailers / Brookside Inn Restaurant gave us \$250 / Looking to get into Quarry Walk / We sent a bunch of mailers out, some were returned, but we are trying

### VI. **Correspondence** None to report

### VII. **Officer's Reports**

- a) President's Report – Amanda Burlinson
  - i) Review of September/Early October activities
  - ii) Working with Toy Tree for a shopping and give back day in early December
- b) First Vice President's Report (Membership) – Brudnell Bowen  
N/A
- c) Treasurer's Report – Lisa Kurjiaka

- i) Balance in checking account \$14,277.83
- ii) \$425 allocated to Quaker \$1800 Allocated to OMS, \$2,225 total // \$12,5283 will be remaining in account
- iii) Report Passed – Brudnell moved / Kate Brough second

### **VIII. Funding Requests**

- a) 8<sup>th</sup> grade trip \$1800. Already allocated. Going to NYC on December 1 to the 9/11 Memorial. Move Lisa Second Brudnell PASSED

### **IX. Principal's Report**

- a) Rachel Cacace – We had the book sale this week with so many helpful and generous family volunteers. Every student got a book. The kindergarten sent a thank you for their donation to go to Jones Farm.
- b) Heath Hendershot – 4<sup>th</sup>/5<sup>th</sup> SBAC scores went home. iReady data will be going out with parent teacher conferences. We are systematically offering enrichment and support programming in Math and Reading. Town meeting is tomorrow. Next Friday is a Seymour Pink fundraiser wearing pink and donating a dollar. Fallween (more inclusive than Halloween) students can wear costumes and donate for Student Council. Fire Prevention was last week. Book Fair this week. Next Wednesday is school picture day. 3<sup>rd</sup> Grade says thank you for their field trip.
- c) Silvia Ouellette/Ellen Knapp – Unable to attend. Fall Festival Dance on October 28 from 6-8pm. Tickets for sale during lunchwaves. Also selling boo-grams. Very successful book fair.

### **X. Old Business**

- a) Halloween Costume Sale Review – total profit \$765 including \$200 from Oxford Tavern direct donation.
- b) Upcoming Fall OMS Dance – October 28<sup>th</sup> from 6-8PM. Sell pizza and waters. Will need volunteers. Found DJ.
- c) OMS Boo Grams – Lollipops turned into ghosts. Student council will sell during lunch waves.
- d) PTO Meet and Greet / Axe Throwing Review – small group showed up and had lots of fun

## **XI. Committee Reports**

- a) Fundraising:
  - i) Box Tops – Melissa DiPaola – Download the app and make sure you scan your receipts.
  - ii) Amazon Smile – Sign up for Oxford PTO \$158.69
  - iii) Auction – We need volunteers to run this. It's a huge moneymaker. Brudnell / Stephanie Kinkel / Lisa Kurjiaka / Heath Hendershot / Rachel Criscuolo – interested in being on committee – People signed up to volunteer
  - iv) School Supply Kits – Rachel Criscuolo – nothing new to add \$294.15 brought in. Likely discontinuing for next year.
  - v) Shred Drive – 10/8 @ Newtown Savings Bank (NSB) we earned \$888.
- b) Adult Programs – Open Position – Planning bus trips (games / casinos / any fun out and about)
- c) BOE Liaison – Debbie Sherman – We had a meeting on the 5<sup>th</sup> with the GOES building committee for the HVAC. Town has to commit before we are able to go forward. Regular board meeting on Tuesday with open hours the hour before. Nov 1, 630-745 at Central Office meeting with Mr Miller. BOE meetings are on YouTube.
- d) Book Fair – Kate Bittner – Happened this week. Scholastic was difficult to deal with. Faulty equipment issues. Volunteers for the most part was great. Numbers not yet available. \$11,000 deposited back into accounts in cash. Not all of it is profit.
- e) Clothing Drive – Brudnell Bowen – had to move the bin to in front of the gymnasium. We get \$.40/lb. We need to put a sign by the bin.
- f) Hospitality/Sunshine – Millie Callahan took position. Lisa moved / Brudnell Second. Passed.
- g) Plant Sale – Stephanie Kinkel – no update
- h) Publicity/Newsletter – Rachel Criscuolo – no update
- i) Website / Student Directory – Kate Brough – no update | Possibility there is an issue with the directory

## **XII. New business**

- a) Quaker Farms and Great Oak Elementary School won catered lunches from Subway 11AM 11/27
- b) Possible coupon book fundraiser through Brudnell.

- c) Fun Run – possible \$24,000 net. possibly myApex – learning more | mybooster.com

### **XIII. Announcement of Meeting and Adjournment**

- a) Next Meeting: 11/17
- b) Facilitator Name adjourned the meeting at 857
- c) Minutes submitted by: Kate Brough