



Oxford PTO Executive Board Meeting Meeting Minutes

Location: QFS Library

Date: Thursday, April 20, 2023

Time: 6:30 pm

I. Call to order 6:39PM by Amanda Burlinson

II. Roll call

In person: Deb Sherman, Amanda Burlinson, Kate Brough, Dr Robert Miller, Vicki Siemieniewicz, Jill Bothelho, Ellen Knapp, Brudnell Bowen, Kelly Blake

Via Proxy Vote: Melissa DePaula, Lisa Kurjiaka, and Kate Bittner

III. Approval of minutes from last meeting 1 Brudnell Bowen / 2 Deb Sherman - PASSED

IV. Audience of Citizens – n/a

V. Sponsorships – Brudnell – n/a

VI. Correspondence – Thank you from QFS for Bridgeport field trip, Thank you from OHS Make a Difference club for supporting their food drive

VII. Officer's Reports

- a) President's Report – Please consider taking board positions because the terms end at the end of the 2023-2024 school year
- b) First Vice President's Report (Membership) – Brudnell Bowen – n/a
- c) Treasurer's Report – Lisa Kurjiaka
 - i) Motion to amend to have QFS starting allocated balance to \$1082.07

- ii) 1 Brudnell Bowen /2 Deb Sherman – PASSED

VIII. Funding Requests

- a) \$4,750 QFS Field Day
 - i) 1 Kate Brough / 2 Brudnell Bowen - PASSED
- b) Revote for 1st Grade Field Trip to the Zoo – cost dropped \$1787.50, to \$705.43 1 Brudnell / 2 Deb – PASSED

IX. Principal's Report

- a) Rachel Cacace – n/a
- b) Heath Hendershot – n/a
- c) Silvia Ouellette/Ellen Knapp – Thank you for our field trip allocation. Still waiting on 6th grade field trip plan. SBAC Tues-Fri next week. NGSS the 4th. eHallPass is going well. The play is going up this weekend.

X. Old Business – N/A

- a) Staff Appreciation Day – May 5th (Friday) Pizza Truck Lunch Waves
- b) 8th Grade Graduation Signs – put online next month to purchase before June 1 – ordering 120

XI. Committee Reports

- a) Fundraising:
 - i) Box Tops – Melissa DiPaola – n/a
 - ii) Auction – Brudnell – n/a
 - iii) Shred Drive – not happening in the Spring. Lions club is doing the spring. Newbury Savings Bank will sponsor for us in the Fall – n/a
 - iv) Boostathon next year – February 15 QFS and GOES / 16 OMS. Looking to do Tshirts with sponsorships.
- b) Adult Programs – n/a
- c) BOE Liaison – Debbie Sherman – We had a public hearing on Monday. Our budget was reduced by \$780,000 by the

Board of Finance. May 1st town meeting, 7pm at QFS is important for us to visit/attend to ensure that we retain our capital projects.

- d) Book Fair – Kate Bittner – Set up April 21st. M-W lunch waves at Middle School 1015-1220 6th/8th/7th M-Thurs GOES / QFS Next fall 10/2 set up 10/3-10/5 QFS. 10/9 set up 10/10-10/13 GOES 10/16 17-19 OMS. Going with a local book owner next year - Turning the Page in Monroe. Gift Certificates instead of e-cards.
- e) Clothing Drive – Looking to donate to make a banner/sign with an arrow to point toward
- f) Hospitality/Sunshine – Millie Callahan – n/a
- g) Plant Sale – Stephanie Kinkel – GOES May 17, QFS May 19
- h) Publicity/Newsletter – Rachel Criscuolo – n/a
- i) Website / Student Directory – Kate Brough – n/a

XII. New business

n/a

XIII. Announcement of Meeting and Adjournment

- a) Next Meeting: May 25th 630PM at QFS
- b) Amanda Burlinson adjourned the meeting at 7:49.
- c) Minutes submitted by: Kate Brough

XIV. Addendum

- a) Online Vote (PASSED):
 - i) QFS - \$399 – Seaquest to visit first grade in school
 - ii) OMS - \$1,500 – 6th grade trip to Quassy
 - iii) GOES: \$1,208 – 5th grade trip to Wolfe Park; and \$3,000 school wide field day.
 - iv) These required no allocations.