

# Oxford PTO Executive Board Meeting Meeting Minutes

Location: QFS Cafeteria

Date: Thursday, November 16, 2023

Time: 6:30 pm

I. Call to order 6:35 by Amanda Burlinson

II. Roll call

*In Person* – Stephanie Kinkel, Lisa Kurjiaka, Jill Bothelo, Linda Lenahan, Beth Drost, Vicky Siemieniewicz, Brudnell Bowen, Millie Callahan, Dr Miller, Amanda Burlinson, Ellen Knapp, Kate Brough

By Proxy - Deb Sherman, Kate Bittner

- III. Approval of minutes from last meeting 1 Lisa/ 2 Brudnell PASSED
- IV. Audience of Citizens n/a
- V. Sponsorships Top tier big logo in the middle and everyone else gets smaller logos around it. Pass on TShirts based upon costs. Going with something glow in the darkish.
- VI. Correspondence Thank you card from Kindergarten for Jones Farm Field Trip

#### VII. Officer's Reports

- a) President's Report Vicki and Linda are stepping up for Book Fair position next year. Suggestion for half page take home reminders.
- b) First Vice President's Report (Membership) We need to increase membership, especially with the younger kids' parents. We need board members for next year. Reminders / Flyers for conferences. Paper reminder for teachers.

c) Treasurer's Report - Lisa Kurjiaka -

Amount in checkbook \$43,517.66

Outstanding Items: \$0

Amount available to Allocate: \$43,517.66

Allocated:

QFS \$1,049

GOES \$975

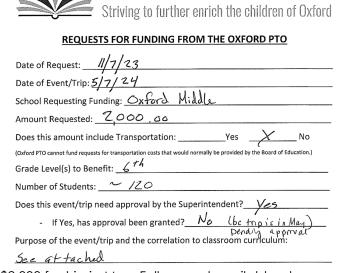
OMS \$0

Total: \$2,024

Balance after Allocation \$41,493.66 1 Brudnell. / 1 Stephanie – PASSED

For the funding request of \$2,000 to be allocated to each school. 1 Stephanie / 2 Lisa – PASSED.

### VIII. Funding Requests



a)

OMS - \$2,000 for trip in May. Full request available at: <a href="https://oxfordpto.com/wp-content/uploads/2023/11/November23OMSRequest.pdf">https://oxfordpto.com/wp-content/uploads/2023/11/November23OMSRequest.pdf</a>

Nature's Classroom for the 6th Grade

1 Kate / 2 Brudnell – PASSED

#### IX. Principal's Report

- a) QFS Rachel Cacace no one in attendance
- b) GOES Aimee Misset Season of Gratitude is coming up. Looking for Glimmers / positivity. GOES is doing Tshirts – one for all 3 years at the school order yours larger than your 3<sup>rd</sup> grader needs. Thank you for passing the HVAC project. 3<sup>rd</sup> Grade Teacher Kelly Hovan got the Oxford Public Schools Teacher of the Year last year and got her plaque last night.
- c) OMS Silvia Ouellette/Ellen Knapp Ben's Bells assembly tomorrow to promote kindness. Lt Col Jacob Coons came in to talk on Veterans Day. Conferences were this week.
- X. Old Business Boo grams \$318 sold at OMS.

#### XI. Committee Reports

- a) Fundraising:
  - i) Box Tops Melissa DiPaola keep scanning your receipts
  - ii) Shred Drive happening again in the spring
  - iii) Boosterthon February 15 QFS and GOES / 16 OMS. Looking to do Tshirts with sponsorships.
- b) Adult Programs N/A
- BOE Liaison Debbie Sherman Board is acknowledging the GOES School of Distinction Designation receipt.
  Presentation from Mr Williams, new Curriculum Director occurred.
- d) Book Fair Kate Bittner nothing until spring
- e) Clothing Drive Next check coming in January.
- f) Hospitality/Sunshine Millie Callahan OMS 6 cards, GOES 1, QFS 6.
- g) Plant Sale Stephanie Kinkel We will talk in February
- h) Publicity/Newsletter Rachel Criscuolo n/a
- i) Website / Student Directory Kate Brough n/a

#### XII. New business

a) We don't have a December meeting.

## XIII. Announcement of Meeting and Adjournment

- a) Next Meeting: January 18, 2024 at 6:30pm
- b) Adjourned meeting at 7:32PM by Kate Brough
- c) Minutes submitted by: Kate Brough

## XIV. Addendum

# XV. Appendices