



Oxford PTO Executive Board Meeting Meeting Minutes

Location: Zoom

Date: Thursday, March 18, 2021

Attendees:

Time: 6:30 pm

I. Call to order

- a) 6:32 pm

II. Roll call

- a) Lisa Kurjiaka, Amanda Burlinson, Kate Brough, Mary Ellen Haussler, Meredith Hallgren, Heath Hendershot, Christine Bavone, Ron Monticone, Brudnell Bowen, Melissa DiPaola, Heidi Roddy,

III. Approval of minutes from last meeting

- a) Heidi motions to approve, Kate seconds, all in favor

IV. Audience of Citizens

- a) NA

V. Sponsorships

- a) NA

VI. Correspondence

- a) NA

VII. Officer's Reports

- a) President's Report – Amanda Burlinson
 - i) Michelle asked to be removed as cochair of Plant sale. Stephanie Kinkel to chair the plant sale
 - ii) The sophomore class has asked if they can do a clothing drive to raise funds for the prom. The PTO currently runs a clothing drive in Spring. Amanda will

reach out to the teacher and discuss what other options they might have.

- b) First Vice President's Report (Membership) – Brudnell Bowen
 - i) Teacher Appreciation – after researching food trucks can range anywhere from \$900-1400
 - (1) Any other ideas??
 - (a) Pizza day
 - (b) Using a local business to help out
 - ii) Shred day – first weekend of June
 - (1) 3 hours - \$600 for truck
- c) Treasurer's Report – Heidi Roddy
 - i) Amount in checkbook: \$27,595.55
 - ii) Club balances have been returned
 - iii) Balance \$27,595.55
 - iv) No outstanding requests
 - v) Lisa motions to approve, Meredith seconds, all approve

VIII. Funding Request

IX. Principal's Report

- a) Rachel Cacace – QFS
 - i) More students transition from remote to in person
 - ii) Did small celebrations for St. Patrick's day
 - iii) Many teachers were vaccinated last Saturday
 - (1) 2nd vaccination on April 3rd.
 - iv) Student teacher working with Mrs. Galla
 - v) Report cards issued March 22nd
 - vi) Conferences starting
 - vii) Safety drills will be starting again

- b) Heath Hendershot – OCS
 - i) Have had a chance to look at how students are doing after all of the remote learning
 - (1) Reading – kids are excelling since pre-COVID
 - (2) Math – little more of a struggle
 - ii) Budget – more math programs, coaches to help

- iii) Loss of Ms. Marshak to COVID
 - (1) Will be doing a memorial for her
 - iv) Kids will be taking SBAC – call it a baseline so we can track growth across time
 - v) Parent/teacher conferences coming up March 31 and April 7
 - vi) Report cards
 - vii) Picture day April 1st
 - viii) RULER social/emotional learning program
 - (1) Rolling it out with students when they are in school
 - (2) Rolling it out with parents this Spring
 - ix) Town Meeting
 - x) Celebration of Earth Day
 - (1) Combine memorial for teachers and earth day
 - xi) Celebration of Excellence
- c) Anthony Hibbert – OMS
- i) Not present

X. Old Business

- a) Standing Rules
 - i) Debbie sent Amanda the policy. This policy does not pertain to the PTO so it will not be added to the standing rules.

XI. Committee Reports

- a) Fundraising:
 - i) Box Tops – Melissa DiPaola
 - (1) Nothing to collect at the moment, everything is through the online database
 - (2) Will continue to send out the flyer
 - ii) Auction – Andrew Sullivan / Sandra Mangan
 - (1) Nothing to report
 - iii) School Supply Kits
 - (1) QFS, OCS and OMS are on board
 - (2) Will run as a fundraiser – PTO will get \$2 for each kit sold
- b) Adult Programs – Keith Somers

- i) Nothing to report
- c) BOE Liaison – Debbie Sherman
 - i) District now has a vision statement
- d) Book Fair – Kate Bittner
 - i) Virtual Sale dates April 19 – May 2
- e) Clothing Drive/Shred – Brudnell Bowen
 - i) First weekend of June
- f) Hospitality/Sunshine – Christine Bavone
 - i) Karen Conlin (3rd grade teacher) had a baby
- g) Plant Sale – Stephanie Kinkel
 - i) PTO weekend through Gazy Farms at Tommy K's plaza
- h) Publicity/Newsletter – Rachel Criscuolo
 - i) Nothing to report
 - i) Website/ Student Directory – Kate Brough
 - i) Nothing to report

XII. New business

- a) 8th grade grad signs
 - i) Terese will update the signs to sell
 - ii) Kate can set up on the website for parents to order and pay

XIII. Announcement of Meeting and Adjournment

- a) Next meeting April 22nd at 6:30
- b) Meeting adjourned at 7:28pm

XIV. Addendum

- a) Email vote for food truck for Teacher Appreciation Week.
 - i) Vote was approved