

Carlisle School Association
January 8, 2015 Meeting Minutes
9:00 am – Spalding Conference Room

Attendees:

Christine Lear, Amy Caggiano, Sarah Grallert, Lisa Chaffin, Emily DiRocco, Dennet Sidell, Joan Wickman, Phyllis Bewick, Amy Versaggi, Debby Merz, Cary Keller, Soni Best, Suzan Baldoumas, Margo Parent, Emily Richardson

Christine Lear called the meeting to order at 9:03 am and asked for separate motions to approve the November and December meeting minutes.

Emily DiRocco made a motion to approve the November meeting minutes.

Amy Versaggi seconded the motion.

Vote: November meeting minutes approved.

Margo Parent made a motion to approve the December meeting minutes.

Sarah Grallert seconded the motion.

Vote: December meeting minutes approved.

Administration Updates - Joan Wickman:

- Decision regarding no delayed opening for Carlisle today. For surrounding towns most issues were around buses not working, or had issues with walkers. For Carlisle there weren't really any of these issues, and it's hard for working parents to find child care.
- December news – report cards and conferences; went well. Middle School parents need to request a conference. There is a report card committee – might make elementary report card more uniform; like the strong narrative component. Had wonderful concerts in December.
- Had lockdown drill; went very smoothly, police helped in planning, execution, and debriefing. Had not been done in 5 years. Officer Drew had come in to visit K, 1, and 2. Grades K-4 were told there could be wild animals in the building that might necessitate a lockdown.
- Jan 20th is a professional development day. Cyd McCann will do a web resource workshop, other workshops include engineering robotics, iPad apps, info graphics, visual journals, everyday math.
- David Doctorman came in November and is willing to do a workshop for parents. CSA was asked to think of good Saturdays to do a program for a community-wide event. Students need to learn that learning is a process that takes time; building a good mindset for learning. Very engaging presenter.

Dennet Sidell:

- Received lots of positive feedback regarding teacher conferences.
- New STEAM session happening. Math Olympiad continues; very popular. Robotics just started this week; 13 middle school students, HS teacher and Ginny Lamere running program. Looking at a few outside vendors to run a class. Willing to speak to parents with expertise who might want to teach a STEAM class. Perhaps send an article to Mosquito. One hour of Coding for entire school will go through Maya Bery and Ginny Lamere. (In the library).
- School picture retakes.
- Bingo coming up tomorrow night.

CSA Thank Yous!

- Dr. Wickman and Dr. Sidell for attending our first evening CSA meeting in December.
- Eva Mostoufi for a great Apparel Sale! (met what we did last year) sale in the spring, figuring out what

are the big sellers. Timing could be earlier.

- Cary Keller and Amy Versaggi for the first Find Your Lost & Found Week – was the best thing! About one table left; extra stuff went into the donation bin. We need one central location for the Lost & Found. One possible area in cafeteria where the vending machines used to be. Also good for parents to see at pick-up. Timing was ideal; during parent-teacher conference week.
- Amy Versaggi for all of her work to get storage for Middle School events, CSA and the CEF
- Andrea Kakas and the Events Committee for the Skating Party in December and tomorrow's Bingo Night (7:00 pm in the Dining Room)
- Lisa Chaffin, Amy Smack and the Curriculum Enrichment Committee for the December event and for working so hard to fill lost vendors
- Karina Coombs for her diligence with all the updates and creating the store on the website
- Amy Caggiano for setting up and managing the CSA Facebook account

CSA Updates

- Meeting with CEF re: CSA Faculty & Staff Grants – Christine Lear – update on the grants; the CEF doesn't have the people to do our grants so the CSA will keep. It was a good exercise to explore the possibility.
- EVP - Faculty & Staff Grant publicity, Curriculum Enrichment too – Amy Caggiano – working on some ideas to promote grant process for faculty. Need for parents to know where money goes. Looked at previous years back to 2006. Amy will send a request for some writers. Sending people to the website for information. Need to add, "Made possible by your support of the CSA" to curriculum enrichment programs.
- Treasurer Report – Christine Lear via Alyson Becker – we have a \$5,000 CD that needs to be discussed. We voted on the Storage shed, not the CD. Affinity programs pay CSA at various times during the year.
- VP Elementary School - Speaker event update for parent workshop; Cary Keller – Dr. Lawrence Cohen, psychologist who will speak on March 31st starts at 6:30, he'll speak at 7:30 pm "The Opposite of Worry," giving parents tools for dealing with children's anxiety and fears. Jennifer Clarke will set up in cafeteria to give resources. There will be pre and post event social time so parents can get more information. Will explore having Dr. Cohen's book for sale at event.
- VP Middle School - Storage Shed, Class Representatives – Amy Versaggi – once the funds are allocated, we will work on getting shed before the school committee for their approval. It's expected to move forward as it's considered a "gift". Space where it will go needs to be prepared; near the loading dock, where old generator sat.
- Class Rep – spaghetti supper was hard to organize having organizers starting in June. We need things in place by end of May; means reaching out to 5th grade parents; to identify a parent representative early on.
- Secretary – Emily Richardson – Thank you for participating in the doodle poll for the storage shed.
- Membership - Sarah Grallert – dropped off Husky Handbooks over holiday break. Some people had purchased apparel and other CSA items without being CSA members which required some follow up.
- Book Fair Coordinator - Gift Certificate sales and fair update – Phyllis Bewick – April 13th is the week of Book Fair; will be soliciting volunteers; sign-up genius. Katie Smith Milway has written, *One Hen*. The story is about a hen that lays an egg and there is a lot you can do with the theme. Milway will come on Thursday, April 16th. Ties in with the curriculum; need some publicity for book fair, and starting monthly meetings with library. Looking for a volunteer to help with accounting; need a few hours each day. Gift certificates on CSA website; sold 10 before Christmas. Sale of gift certificates will remain on website.

- Fundraising - Husky Apparel Sale Report – Suzan Baldoumas – made about \$1200; achieved a lot with improving logo, sale online, etc. PJ bottoms have always been popular.
- Curriculum Enrichment – Lisa Chaffin - upcoming event; Dan Cripps will speak to 3rd graders about Native Americans, still trying to fill additional slots; waiting to hear back from two teachers.
- Events Committee - Skating Party report and Bingo Night – Soni Best – had skating event on December 10 down \$337, but had 91 skaters. Bingo is tomorrow night, students came home with flyers.
- Room Parent Coordinator – Emily DiRocco – bingo night is grades 5 and below; some room parents have forwarded the emails, and some did not. Middle School class reps are keeping parents very informed. Let Emily know if room parent is not sending notices.
- Publicity - Changing (again) to mid-month – Margo Parent – trying to offset the news; Buzz will go out start of month, CSA news will go mid-month.

New Business

- Spring Luncheon - perhaps in May, Karina Coombs will chair, Asking Joan Wickman if it could be done in May instead of June.
- Looking Ahead – need to think about what to do next year. Email Christine in the next few weeks to let her know if you will continue in your position next year. Would like to have new voices.
- Please update your job timelines and send Karina updates for your job on the website
- How do we include families who are not available during the day; evening meetings? December meeting was not well attended, by parents or Board (no quorum). Discussion of alternate possibilities: at night do another meeting with whatever parents might want to show up. Have a featured topic for a meeting that working parents could attend. Remind people to look at minutes on the website. Maybe do “office hours” or a coffee. Could we tie a small meeting in to Back to school night? Use sign-up genius to see if people will attend. Would be nice to have some dads involved. Move to 6:30-8 pm. Make Newcomers coffee a back to school coffee.
- Publicity – Margo Parent – reconfiguration; more targeted and consistent, have one community newsletter for entire school community. Added new venues with Facebook. Might change the position a bit; web/social media could be separate position; need newsletter that’s mobile-ready. Leave room parent as is – there used to be coffees held monthly. Coordinator could take on more.
- Caring Community idea from Amy Caggiano – will speak to next month.
- Speaker – David Doctorman – April 11th could be great because CSA could promote book fair, back up date is May 2nd. Or an evening after the book fair could work; but not that Thursday.

Emily Richardson made a motion to adjourn.

Amy Caggiano seconded the motion.

The meeting was adjourned at 10 :48 am.

Next meeting will be on Thursday, February 5, 2015 at 9:00 am in the Spalding conference room.

Minutes respectfully submitted, Emily H. Richardson, Secretary.