

**Carlisle Parent Teacher Organization**  
**December Meeting Minutes – December 3, 2015**  
**9:00 am – Spalding Conference Room**

Attendees: Christine Lear, Amy Caggiano, Margo Parent, Carrie Patel, Lisa Chaffin, Cary Keller, Alyson Becker, Carrie Wilson, Joan Wickman, Nicole McGeough, Laura France, Niressa Martin, Amy Smack, Eva Mostoufi, Amy Versaggi, Emily Richardson

Call to Order

Christine Lear called the meeting to order at 9:03 am

Approve November Minutes

Amy Caggiano made a motion to approve the minutes.

Lisa Chaffin Seconded the motion.

Vote: Minutes Approved.

Administration Updates

Joan Wickman –

- Thanked PTO for wonderful enrichment programs – owl and bats both phenomenal and kids loved the programs. Great variety of owls (5). Denet Sidell and others are at a conference for co-teaching. CPS is looking to improve upon co-teaching.
- Parent presentation on Monday – Middlesex Partnership for Youth talking about Cyber safety for kids. Very informative and never too soon to start learning about this.
- PARCC individual results were mailed out today. Please contact school with any questions. Will be doing PARCC again; we have no choice. Will do with modifications: half the time, reduced number of sessions and only a May session. Three-hour test spread out. 3 ELA and 2 math sessions. MCAS still exists for one more year for grades 5 and 8. Happy that is has been scaled back. Massachusetts will have control over the test. Carlisle did extraordinarily well on PARCC. Mass. has a requirement that we must develop a plan to help a student who is not performing well on the test. Carrie Wilson looked at data and Carlisle was number one in math and number five in ELA in the state if you remove the Charter schools. We still take MCAS science. Realized a gap in the curriculum – some items were covered after the test was given.
- Holiday concerts on the 10<sup>th</sup> at 6:30 on the 9<sup>th</sup> at 6:00 for fourth graders. Will update website.
- December 17<sup>th</sup> the Middle School choir will have concert with CCHS.
- Jan 20<sup>th</sup> David Dockterman will speak for parents in the CPS auditorium.
- At MS level conferences are optional and parents should know they're welcome to request a conference.

Carrie Wilson –

- PARCC – this year the state struggled with what to give to parents; information shows progress and interprets scores. Upper grades are doing fine.
- Eighth grade will have an open mike poetry reading hosted by Marcella Pixley on Friday, Dec. 11<sup>th</sup> 3-5 pm after school. Carrie Wilson will provide pizza. Almost half the class has signed on to do this. All poems will be published into a hardbound anthology and will be available for \$20.
- Fifth and sixth grades are having a penny war. Money goes to the wounded warriors and provides outside pieces for outdoor activities (field day).
- Pajama drive for Fifth and Second grades.
- Community council toy drive going on.
- Sixth graders are going to work on Lost and Found. All found items will be out for conferences.

- Eighth grade has met about CCHS registration. On same access to computer registration process in Jan/Feb. Eighth graders do a tour in spring.

#### CSA Thank Yous!

- Carlisle Ecommunity meeting attendees for their ongoing work – continues to meet on Tuesdays at 11 am.
- Everyone who helped with Game Night in November – over 80 people came. Had many games donated. Refreshments were only about \$15. Very easy, fun night.
- Eva Mostoufi for the Spirit Shirt sale, delivery in mid-December
- Amy Caggiano for organizing the Gift Card Sale
- Alyson Becker for doing and submitting the PTO taxes

#### PTO Ongoing Business

- Membership – Niressa Martin - on 11/15 sent a targeted email to parents who hadn't confirmed. Five more families signed up. Might do a push in the spring. Should we send a postcard to remaining families? \$10,295 and 218 households signed up. Received some contributions.
- Room Parent Coordinator – Nicole McGeough – some room parents have asked about the communication about the gift giving policy. It's on the website. Some discussion of how to handle the gift-giving. OK to check with the teacher.
- Elementary School VP - speaker / funding – Cary Keller, David Dockterman, Cyber Safety and Lost & Found. Planned Parenthood seminar on sexuality for parents if we want to do that. (Cost is \$200.) We can promote it to all parents.

Cary Keller made a motion to allocate \$200. for a Planned Parenthood event for parents.

Christine Lear seconded the motion.

Vote: Approved \$200. for the Planned Parenthood event for parents.

- Events - Skating Party on December 16 at The Edge Sports Center, 191 Hartwell Road, Bedford, Could use volunteers there. Should we do event on January 15? Events budget was \$750. Thinking of magician come on January 15. Do we need an event? Do another movie night. Karaoke night? Could have older kids run for the younger kids. Father-daughter dance? Cary Keller and Amy Smack will look into father-daughter dance for Carlisle. Could do mother-son paintball event. Could do the same night. Consider for next year.
- EVP - Gift Card Sale – Amy Caggiano – grants had 2 outstanding; recommend we decline the desk (\$2,000.) Other one was a whiteboard for student council – looking at spending the money on a monitor. Still under discussion. Other grants have been sent out. Gift card sale had 34 orders. Successful for the \$10,750. Our profit was \$550. Good fundraiser to consider for the future. People had wished for higher denominations. 80% of orders were from people who are not involved with the PTO. 95% of the orders were from elementary families. Hoping someone else will take this over. Can be done at home. We could leave this up all year long. Could do again in the spring along with the apparel sale. Need to figure out timing. Offer all the items and promote as end of the year gifts. Will look at dates, school spirit shirts, school supplies, gift cards and apparel sale.
- Jessica Lahey event was a great presentation but turnout was low. Saw 6 people from Carlisle.
- Treasurer – Alyson Becker - Numbers are not available. We are over the budget for membership. We are on track for budget paid for curriculum enrichment. Grants budget; need to check with Susan Pray. We're changing the name at the bank to the PTO. Have made name change with the IRS.
- Secretary – Emily Richardson - please make sure you have signed the sign-in sheet.

- Fundraising - CarlisleEcommunity update, Husky Apparel Sale – Eva Mostoufi - \$1156 in profit. (small percentage goes to PayPal) Designated pickup on the 17th. eCommunity is at 90% populated. Another input will go through in next few days. The dining listings are there and all business listings. All people from Carlisle who did census are in. Have been populating and testing the site. Had an upgrade that provides a better calendar. Town pages are connected. Will have articles on Carlisle history. Could have kids interview seniors. Can do searches and will have ability to comment/review. Will roll out in January.
- Curriculum Enrichment - December 1 events – Amy Smack – had a few stellar programs, bats and owls. Children loved it. Can send articles to the Mosquito to let community know about our curriculum enrichment.

#### New Business

- December event - Skating Party
- Nominations - please think about strong nominees – there will be one more meeting about the restructuring. Looking at work flow and finding a better way to tap into people willing to volunteer.
- Superintendent search – search committee will get someone to represent the PTO, CEF, and SEPAC. Will be up to each of those groups whom we should send. Alyson Becker sat on last committee and thought it was a great process. School committee needs another self-assessment.

#### Adjourn

[Christine Lear made a motion to adjourn.](#)

[Amy Caggiano seconded the motion.](#)

[Vote : Meeting adjourned.](#)

The meeting was adjourned at 10:34 am.

Next meeting will be on Thursday, January 7, 2016 at 9:00 am in the Spalding conference room.

Minutes respectfully submitted by Emily H. Richardson, PTO Secretary