



## Carlisle PTO Meeting Minutes

Tuesday, October 3, 2017 9:00 am – Community Room, Carlisle Public Schools

Attendees: Amy Caggiano, Carrie Patel, Emily Richardson, Liz McIntosh, Wendy Gilden, Chris Chiapella, Carren Panico, Diane Troppoli, Sara Vuckovic, Sean Murphy, Debbie Merz, Dennet Sidell, Jim O'Shea

Amy Caggiano called the meeting to order at 9:05.

### Administration Updates

**Dennet Sidell** - Thank you for hosting the Newcomers coffee and the staff luncheon. We had a Safety talk with Chief Fisher during the all school assembly. The assembly also included a teacher dance off, where students got to pick dance moves and teach them to the teachers.

Olweus was introduced and thought bubbles were done by all students, telling about a time when someone did something nice for them. During the Elementary assembly, all new staff members were introduced and the four rules of Olweus and the steps to courage. Kids got a card that have the rules on one side and the steps to courage on the other. All staff have the same language so they can address any incident that they view no matter the grade. Minimum of 2 times a week the teachers are talking about the Olweus program during class. Great turn out for Elementary parents night. Talked about Dot Day and how we are reaching out to kids from other states and nations using Skype. Parent training for Olweus will be coming in the fall.

Middle school - Back to School night will start at 530 this Thursday Oct 5. Register for iParent through the school website, this will allow parents to look at progress reports and report cards online.

**Jim O'Shea** - Working on budget planning and looking at our needs internally. Our student projection was 25 under this year. In working on our objectives for the next 3 to 5 years we originally had four objectives - rich curriculum, creating an inclusive community, ensure equity and excellence in learning, and provide continued professional development for our staff. After input from the School Committee, we have decided to focus on the first three goals with opportunities for staff development rolled into each. The school budget will be drafted in front of the school board next Wednesday. We will work to build in flexibility to the budget to allow for unexpected projections. Our goal is to make sure we have the finances in place to continue to provide a quality education.

### PTO Thank You's!

- ✓ Angie V. for leading Lunch volunteers
- ✓ Sara W. for getting volunteers to help out at Library
- ✓ Anna T. for organizing the affinity programs – Box Tops, Mable's and Amazon
- ✓ Diane T. for spearheading the COA Veterans Race and overall PTO recruitment
- ✓ Diane T. and Chris C. for building a Bike Fair committee – Event is Sunday, October 15
- ✓ Carrie P. for organizing the SAC election and Fall Faculty & Staff Grants
- ✓ Suzie S. for hosting our Newcomer's Coffee
- ✓ Curriculum Enrichment for implementing a new application process to help with budgeting
- ✓ Sara V. for seeing the Supply Kit delivery to completion AND finding us a new Vendor
- ✓ Kim B., Christine S. and Diane T. for jumping in and helping out with the Carlisle eCommunity
- ✓ Liz M. for hosting the Flash Spirit T-shirt Sale
- ✓ Every Single PTO Volunteer

### Ongoing Business



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Approve September 2017 Minutes -

Emily Richardson made a motion to approve the minutes.

Carren Panico seconded the motion.

The September Meeting Minutes were approved.

### **Board Updates**

President- There is a new process for flyers that go out and we need to send all flyers to Nancy Anderson before they go to Kerry Lyons for printing, so make sure you leave some time for that process.

Exec VP: SAC Elections Update, Faculty & Staff Grants - Special election being held due to member moving, currently over 100 parents have voted. Election closes on Friday October 6. Staff grants will close on October 12. So far we have received 6 grants.

Treasurer: Budget Updates- membership \$1500 less than last year. We would like to send out Thank You notes to those who have donated.

Publicity: Yearly Deadlines - The 15th will be the deadline each month for the PTO blast. We have had 518 visitors to site this month.

Membership: Status & Updates - We are looking to increase membership, gift cards, etc. We have 118 out of 415 families as of Sept 30th. 75% of families chose to show their information.

Middle School Updates: 6th Grade Spaghetti Supper is up and running. Tickets are on sale as well as the golden raffle tickets. 7th Grade Play is Seussical the Musical. Signs up will be at Back to School night on Thursday, which starts at 5:30.

Volunteer Chair: Bike Fair is on October 15, list will be going out to volunteers about things need to be done before and then what needs to be done the day of. Spoke with Nancy and we will have access to tables and water but we will not have access to the building for restrooms.

Veterans Race is on Saturday, Nov 11. Looking for some volunteers for day of activities to help out with registration, etc.

Art Help- Mrs. Levy is looking for volunteers to help with prep for Art Classes.

Curriculum Enrichment: Application Updates, no applications received so far. Three booked, Plymouth Planation is our first one of the year.

Events: October Movie Night – Friday, the 20<sup>th</sup>

Fundraising: Carlisle eCommunity - We have a few volunteers and hoping to get this up and running this year.

Husky Apparel- Back to school sale went well. Staff shirts sale was set up online so they can buy them, as they need. Holiday sale will be up and running soon with flannel pants, hooded sweat shirts, and long sleeve shirts.

School Supply Kits- We are looking for new vendor after the issues that we dealt with this year. Gift card sales will begin soon and looking to set it up online so orders can come in year round.



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**Adjourn**

Amy Caggiano made a motion to adjourn.

Carrie Patel seconded the motion.

Meeting was adjourned at 11:05 am.

Next meeting will be on Tuesday, November 7 at 9:00 am in the Community Room

Minutes respectfully submitted by Carrie Patel, PTO VP