

Carlisle PTO Meeting Agenda

Tuesday, November 1, 2016 9:00 am – Community Room, Carlisle Public Schools



Attendees: Amy Caggiano, Carrie Patel, Emily Richardson, Amy Smack, Liz McIntosh, Chris Chiapella, Margot Frost Stuart, Carren Panico, Diane Troppoli, Sara Wilson, Ericka Borges, Sandy Eisenbies, Sara Vuckovic, Carrie Wilson, Dennet Sidell, Jim O'Shea

[Amy Caggiano called the meeting to order at 9:04](#)

Administration Updates:

Carrie Wilson

Busy month with all positive, great things happening. Finished some great opportunities for Halloween, crafts in class and the parade. Every elementary class has a buddy class - goal for the year is making it a school wide program. Some 8th graders are already working with kids in sixth grade during tutorial. Seventh grade has a little bit of connection with the younger kids. This year the 7th graders made blankets for a local hospital's NICU. We are very thankful for the PTO grants, especially Challenge Day. The 5th graders have the Think Give project and 7th grade is looking for way to couch their advisory lessons with this Challenge Day group for some self-reflection and to get into the soul of what makes the students them and how to connect with the community at large. We are sending a few teachers to Waltham to watch one in December and then bring it here in March. Fifth through Eighth grades will have a flow of advisory topics as they move through the middle school. Goal for this year in middle school is for the students to experience the eyes on them by an adult during morning meeting so they know someone is there for them to trust. So there is no question in the kid's mind that we are here for them!

Dennet Sidell

Old Buddies system was weekly, but now open more to special events. Third grade have buddies in Kindergarten as well as Sixth grade and they are working on a science project together. Information about dinosaurs is written by the older kids then shared with their buddies. The fifth and second grades are doing the pajama drive again this year. We lost some connections but want to reconnect the fifth graders with an eighth grade buddy to help them as they move into middle school.

We had our first training session with an Olweus trainer, which was recommended by SAC. Olweus is a social/emotional program for bullying prevention for K-8. We had a hole in our curriculum and wanted a philosophy that could cover all grades and flow between them as they move through the school. A program to help with building relationships between staff and students and students and students. Common language will be used through out all grades and will be shared with parents. We are in the planning stages this year. A survey will be given to the students assessing for comprehension of bullying vs act of meanness vs teasing. Criteria for bullying vs meanness - there is a disadvantage - if it's age or numbers of kids, etc. Halloween parade went well, but a few people brought dogs, which is a real issue with the fear factor of students and some of our staff, that are fearful of dogs. We are looking for new ideas to reach out to the community and relay the message of no dogs in school grounds during school activities. The Eric Carle Kindergarten hullabaloo went well and was able to be held outside this year. The school participated in a lockdown drill, which went well. Younger kids are told it's to practice for events such as wild animals near the school. The older kids obviously talk about it amongst themselves and family. We are also working on emergency planning for weather events such as hurricanes. The gym and auditorium are our designated safe zones, but we have a problem getting them there as the breezeway leading to them is all glass. The new report card will be coming home early next month. K- 4th grade will share the same format and rating scales. They will be very specific for the skills kids are learning in the different terms. They will be less narrative and more focused on specific skills, with a section still for teacher comments. You should be able to look at it and see quickly where your child is - below, approaching, at or above grade level. Changes were made to make it clearer as there were a lot of questions about the format of the old one.

SAC has brought up questions regarding the amount of homework in elementary. We are working on that, as well as the mindset, social/emotional pieces of school. We are working on building relationships with the kids and how that translates to recess and lunch, as some kids want the freedom to play on their own while others would like

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more structured activities during recess. We have updated our math program in elementary and the second grade writing program is new and we are looking for a reading program to match it.

Jim O'Shea

We have been focusing a lot on the social/emotional needs of the students and working on a budget to provide all these programs that we need in the school. We are looking to increase our budget for these programs and looking at our capital planning for years to come. There are three stages of safety initiatives to be rolled out in the next five years. I had an amazing first spaghetti supper and my first experience with the PTO grant program. It is so great to have these programs and all they add to the school. Friday's lunch will be a vegetable curry and rice dish that we are working with Clark Farm on, to bring a farm to table experience to the school. We have had conversations about how many lunches we should plan for, but we should have enough to last for the last lunch. Students made up a little flyer for the lunch. On the state level, we are having conversations about new evaluation systems but no real changes, MCAS next generation is being rolled out this year, all of it happening online. Our accountability level has decreased to a level 2, due to drop off in special groups taking the test, but we have appealed to be back at level one.

PTO Thank Yous!

- ✓ Liz McIntosh for the Spirit shirt sale and delivery - she did an amazing job working on our fall sale and a full holiday apparel sale. Thanks as it is one of our larger fundraisers and our parents really appreciate it.
- ✓ Liz McIntosh, Sandy Eisenbies and Christine Lear for getting the Holiday Apparel Sale ready
- ✓ Sara Vuckovic for organizing the Gift Card Sale - parents pay face value and we get a certain percentage back depending on the retailer.
- ✓ Suzanne Bohs for investigating and leading Box Tops - we submitted \$116 worth of box tops that we had for the November deadline. Monthly contest for classes will begin in November and we are working with Dennet on the prizes such as extra recess, PE, etc.
- ✓ Sean & Linda Murphy for working with the Carlisle Artisans- The Carlisle Artisans chose the PTO as their nonprofit of choice this year and we will receive 10% of everything they sell.
- ✓ Niressa Martin for continuing to assist families with Husky Directory Membership - she's working to increase membership and will be drawing a winner today for the gift card to Nino's in Burlington.
- ✓ Carren Panico for working to improve our financial reporting capabilities and doing an amazing job getting everything in order.

Ongoing Business

[Approve October 2016 Minutes -](#)

[Amy Smack made a motion to approve the minutes.](#)

[Emily Richardson seconded the motion.](#)

[The October Meeting Minutes were approved.](#)

Board Updates

President: Concord-Carlisle Superintendent Search Feedback; Box Tops Kick Off

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I (Amy Caggiano) have been invited to the superintendent search meeting for CCHS. I sent an email out looking for feedback about characteristics we want in a superintendent and am awaiting feedback. Movie night was successful, got a good turnout! Halloween for next year, maybe we could put together some sort of food related fundraiser for that night. A possible collaboration with Ferns? We would like to find someone to become a liaison with the administration and write a paragraph or two about what is going on each month. We have gotten feedback that many feel that a lot of the things going on at school are not known by the parents and we need a new way to get this information out there. Margot suggested an outline (like a cheat sheet in bullet form) with links to the whole article if you want more information.

Exec VP: Faculty & Staff Grants - We are awaiting the School Board to approve the grants.

Treasurer: Budget Updates (Carren Panico) - We have raised \$15,000 out of the \$24,000 that we budgeted. That's in line with where we think we should be. We budgeted to spend more this year than we planned on taking in, due to a buffer we have in our funding. We are replacing the home tours with the Carlisle Ecommunity website, so some money is needed to get that off the ground. Ad revenue will hopefully be able to replace the funds we raised from house tours.

Publicity: Update and deadlines - none available at this time

Membership: Husky Directory Status, Gift Certificate/Raffle for New Members

Oct \$1010 for a total of \$8,000

67% of our \$12,000 goal

78% of the school has displayed their information in the Husky directory

Curriculum Enrichment: Updates

Next program is on Nov 17th for the first grade. Actors from Plimoth Plantation will be in to talk to the kids about live as a Pilgrim. Kindergarten has Wing Masters coming up on Dec 2. We are still looking for something for the all school assembly in May/June.

Events: 2016-17 calendar

Need for volunteers, Family Game Night is scheduled for Friday, November 18. We need to decide on December Professional Development day activity, possibly a trip to Altitude in Billerica.

Fundraising: Apparel & Gift Card Sale Kick-off November 1

We have a lot of repeat items, but with some new sizing options in the pants for junior girls and boy sizes for high schoolers. Onesie for the kids, but the sizes look adult. I'm (Liz McIntosh) going to buy one and figure out how it translates to kid sizes. Stadium blanket is also new.

Eva suggested a fundraiser for sporting equipment - hold a swap and take a percentage for the sales.

Carlisle eCommunity update and volunteer needs - We are moving along but are need of more volunteers.

Volunteer Chair: Next Steps for Attracting Volunteers

Publicity was put out for volunteer needs but no responses as of yet. Eva and Amy Smack suggest going to LA teachers and see if we can get students to write articles for the site.

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Middle School Chairs - not available at this time.

Adjourn

Amy Caggiano made a motion to adjourn.
Carrie Patel seconded the motion.
Meeting was adjourned at 11:00 am.

Next meeting will be on Tuesday, December 6, 2016 at 9:00 am in the Community Room

Minutes respectfully submitted by Carrie Patel, PTO VP