

## **Carlisle PTO Meeting Agenda**

**Tuesday, February 7, 2017 9:00 am – Community Room, Carlisle Public Schools**

Attendees: Amy Caggiano, Carrie Patel, Emily Richardson, Amy Smack, Chris Chiapella, Diane Troppoli, Sandy Eisenbies, Sean Murphy, Jennifer Flannelly, Tim Pettus, Debby Merz, Niressa Martin, Carrie Wilson, Dennet Sidell, Jim O'Shea

### **Amy Caggiano opens the meeting at 9:05**

Dennet Sidell - Welcome to our 100th day of school! Native American presenters came in for the third graders and brought along an enormous tipi for the kids to go in. The Kindergarten mitten play was well attended and enjoyed by all. We observed Law Enforcement day with a few police officers. The elementary students made cards and the second graders made care packages for them. We Skyped with Alaska fire rangers and talked about how they use their sled teams. 4th grade leadership team had training on 13th. They help out with lunch for K-2, sitting and talking with them and help them transition out to recess, where they play a game with them. We have composting teams that the 3rd and 4th grades have been working with and the 2nd graders decided they wanted to do that as well so we now have some 2nd graders who are rotating in to help out with composting in the cafe. A letter about cursive writing just went out, as we will be using more of the school day to work on computer and typing skills. We still want the children to learn cursive so we will be offering it before and after school for all 3rd graders. An OLWVUS (bullying prevention program) survey is being rolled out with the K survey being done one to one, 1-2 will be doing it whole class with the teacher going over it on the Elmo and 3-8 graders will take an online survey. It will help us define bullying vs acts of meanness and address where we may need to make changes during lunch or on the plaza and any other areas in the school where we may need more "eyes on".

Carrie Wilson - To continue with OLWVUS, we are loving the group work that is happening in most classes this year, but it is our goal for next year to have some form of the morning meeting in every class. We want to make sure that we have adults that have eyes on each student every morning to make sure the students are in a good place and their needs are being identified and met. January 25, Challenge Success grant parent video was shown, with the discussion centered on homework. Video is posted online and still available for four more weeks. 8th graders are registering for High school. This can be a high anxiety time for the students, trying to help them balance out their workload. Done online at the same time as Concord so we are no longer doing it after all the concord students have registered. Everyone has the goal that the Carlisle students are having the same transition experiences to high school as the Concord 8th graders. Events for 8th graders all set for graduation week. Some of the 8th grade students are reenacting scenes from Midsummer's Night Dream with Ms. Pixley and then right before break the actors from Shakespeare and Company will come and spend a day with the students honing those scenes, which they will then act out on the stage.

Jim O'Shea - The school committee meeting is tomorrow night, an entry plan will be presented as well as the final budget presentation. Last week we visited a private school in Cambridge, Shady Hill, who puts on a training program for teachers. We are looking to expand our own

training program to help our teachers develop the skills they need to be successful in teaching. We have a couple open positions for next year that Carrie and Dennet are working on filling. We are in the process of hiring new director of the CASE program. I've had the opportunity to get involved with the transition process to CCHS and have learned a lot about the great things Kim and Carrie have been working on to help our 8th graders transition to the high school. For Chinese New Year, the seventh grade cooked noodles and dumplings and shared them around school. I've been looking into other school lunch programs (Brownfield School) to look to see how we can introduce new healthier and tastier options. The Scholastics Art and Writing awards just came out and Carlisle had 19 students recognized. The MMEA Eastern District Junior festival is coming up in March and the choir and band students have been hard at work practicing their pieces. I'm looking forward to Bingo Night.

#### **Administration Updates PTO Thank You's!**

- ✓ Diane Troppoli & Jenn Kuivinen for facilitating the Valentines Create-A-Thon - first time event about 15 families who made around 500 valentines for the COA and servicemen from the Coast guard.
- ✓ Carrie Patel for organizing February's Bingo Night & soliciting for a new SAC Community Member
- ✓ Diane Troppoli & Jenn Saak for volunteering to help out with Summer Camp Fair
- ✓ Christine Lear for her input on Volunteering & Recruitment
- ✓ Emily Richardson for suggesting new volunteers
- ✓ Amy Smack & Emily Richardson for solidifying the Curriculum Enrichment process and getting the website updated
- ✓ Shilpa Goel for documenting the Room Parent position and creating a Teacher Feedback Survey

#### **Ongoing Business**

[Approve January 2017 Minutes](#)

[Diane Troppoli made a motion to approve the minutes.](#)

[Amy Caggiano seconded the motion.](#)

[The January minutes were approved.](#)

#### **Board Updates**

President: Job Documentation/Timelines- Thanks for getting those together.

Volunteer Interest for 2017-18 Exec VP - recruiting for next year has begun and kicking off a new initiative **Family Five** - five hours a semester of volunteer time, through library recess, event planning.

Treasurer: Budget Updates - Taxes are 90% done and will be done on time.

Publicity: Updates/Deadlines 2/22 is deadline for this month's Buzz and PTO news

Membership: Husky Directory Status- two new members in January \$8630 total.

Working with CFC and Susie Shaw, new family in town who are willing to host PTO social/information event at night.

Middle School Chairs - Need to begin recruitment for Spaghetti supper, 7th grade play soon as well as for class reps. Working with Carrie Wilson to be flexible with the middle school events depending on the class and some events may need to be scaled back based on class size and interest due to all these events are totally volunteer run.

Volunteer Chair: Recruitment Starting in January

Curriculum Enrichment: Updates- Native American program for third grade was a big hit again this year. CE has accounted for half of our budget so far and we still have a few more programs to pay for, but are looking good and will possibly have money to roll over to next year.

Events: Valentine Create-A-Thon Recap, Bingo

Fundraising: Carlisle eCommunity Next Steps, Summer Camp Fair, March 28th Tuesday night, will include community organizations like Scouts as well since they were not included at the back to school night.

Debby Merz - The book fair is April 10-14. 75% of library budget comes from the Book Fair. We will be doing a story night again on Tuesday that week, where kids can come in their pj's and hear stories read by Carrie and Dennet. We will be sending out a sign up genius for parents to help out as cashiers at the book fair. The author this year is Ann Sibley O'Brien. She is a children's book creator who has illustrated thirty-two picture books focusing on multicultural life lessons. She grew up in Korea as the child of medical missionaries and now lives on an island in Maine with her husband and is the mother of two grown children. In addition to creating books, she has been involved in diversity education and leadership training for many years.

Chris Chiapella- The state runs a program called Safe Routes To School (SRTS). Tim Pettus from SRTS is here to talk to us about their mission. SRTS encourages walking and biking to school rather than driving, to get kids more active and to help reduce traffic and improve air quality around school. We have been seeing an increase of asthma in kids at schools where lots of kids are dropped off, as the exhaust gets pulled into the schools air intake. SRTS provides pedestrian safety programs as well as bike safety. The classes take about 30 minutes and usually work best with smaller groups being taken out to a parking lot to learn about pedestrian safety. Walk to School days encourage walking groups and we give out stickers, etc to incentivize the kids. Groups of kids together walking are safer than single kids walking alone. Some towns have started to drop their kids off together at a specified place and then the kids walk about a 1/4-mile to school. The SRTS helps put on bike rodeos, with a number of stations including bike safety and what clothes to wear. They partner with law enforcement as well, to run the kids through an obstacle course. Surveys can be done to find safest route to school. The MA DOT has a program called Complete Streets, which grants funds to towns to make streets that are accessible to all users.

### **New Business**

Board Vote: Change to Bylaws – Parent Volunteer - Change following law to include CCHS parents as well as CPS parents.

- **Current - Article III Members Section 1. Membership**  
Any parent, guardian, or other adult standing in loco parentis for a student at the Carlisle Public Schools may be a member. The administrators and any teacher employed at the school may be a member.
- **Amended - Article III Member Section 1. Membership**  
Any parent, guardian, or other adult standing in loco parentis for a student at the Carlisle Public Schools and/or Carlisle-Concord High School may be a member.

The administrators and any teacher employed at the school may be a member.

Jennifer Flannelly made a motion to approve the amended article.  
Chris Chiapella seconded the motion.  
Motion to amend article was approved.

Family Five Volunteer Initiative

Bulletin Board Volunteers- Thanks to Heather Rivero who is going to take over the bulletin board.

Envelope Suggestions

Spring Community-wide Initiative: Catie's Closet – Middle School Help?

**Adjourn**

Amy Caggiano made a motion to adjourn.  
Carrie Patel seconded the motion.  
Meeting was adjourned at 11:03 am.

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