

Carlisle School Association Board Meeting Minutes April 3, 2014

Attendance: Rebecca Besthoff, Margot Parent, Christine Lear, Suzan Baldoumas, Lisa Chaffin, Emily DiRocco, Jean Barry, Amy Caggiano, Debby Merz, Sarah Grallert, Dennett Sidell, Joan Wickman, Phyllis Bewick, Alyson Becker, Laura France, Amy Versaggi, Priscilla Stevens, John Ballantine, Shilpa Goel

Approve March Minutes

Motion by Rebecca Besthoff to approve March 6, 2014 minutes with the change to strike last sentence of school supply kits update. Seconded by Margot Parent, unanimous approval.

Administration Updates (Dennet Sidell & Joan Wickman)

- Highland Building Meeting: school committee in support (no official vote) of using this building as an educational/cultural resource for the community
- Nancy Rappaport presentation for staff & parents re: mgmt. of volatile/difficult to manage children; in Fall will train all of staff to work with children according to this model; 55 adults/17 children in attendance; very well received
- Seventh grade "Fame" play very successful
- March testing over; PARCC finishing up
- Breakfast for COA yesterday
- 8th Grade graduation plans underway
- Parent teacher conferences & report cards recently
- Math League competition last week; Carlisle is in the top league & fared very well
- Sustainable Energy Education Drive: energy audits & free updates; \$ will be donated for each family that enrolls in this program
- Clark Farm: Kindergarteners went yesterday to plant
- STEAM classes: new yoga class
- 1 retirement expected (TBA soon); 1 maternity leave

New Business

- **Presentation of proposed plans for the Highland Building – Priscilla Stevens, Vice Chair of the Highland Building Committee**
 - Brochure, advertisement & summary of slides made available to the board
 - Warrant article: \$85K—design & development (breakdown of article provided)
 - Need to research funding, etc.; currently have a theoretical plan; this process involves several rounds of voting at town meeting.
 - Concern for safety/proximity to school—therefore housing, sale to an outside party were voted down by Highland Building committee
 - Plan (in brochure) is ADA compliant, approved by the fire dept.; of concern=evacuation plan for the school would have to be changed
 - Meeting space—ideal for scout mtgs, STEAM classes, tutoring, private music lessons, etc.
 - Ground level—fitness center +/- shower (e.g. Yoga, pilates); membership

- cost to offset cost of building (residents only)
 - 2nd floor—larger space for events (weddings, birthdays, concerts, small theatrical productions, etc.)
 - Kitchen—warming only (less expensive, avoids pitfalls re: zoning needs); COA wants a full kitchen (e.g. For cooking classes, etc)—TBD (may need to vote on)
 - Office space on 2nd level: staff person during school hrs.
 - Governance: model after Gleason structure (governing board of directors w/ representation by CSA, Gleason, etc.); hire building manager
 - Parking/access: 27 spaces set aside for Highland, overflow at church next door (no final agreement)
 - Access during school hours: access cards, staff member present during the day
 - Anyone who works at the bldg. would need a CORI check
 - Not to be used for classes during the day (MA has a law stating that wood frame bldg. should not be used for school children)
 - For in town/educational programs—fee is discounted; for private parties there is no discount; CSA board members voiced the concern that the fees will be a deterrence to use the space by groups such as the scouts, Rec program, etc.
 - Comparison to other towns with similar buildings: Westford, Concord, Chelmsford, Lincoln (handout w/ comparison provided)
 - Survey of town residents: 367 households—generally women more in favor, men more against; residents willing to spend ~\$100 more per year to fund this (equivalent to \$2.5 million); people willing to spend \$300/yr. for a membership to a health club
 - State grants & private funds to be sought if warrant article passed
 - Goal—to break even (estimated \$100k/yr. to operate)
- Presentation of the CSA nomination slate for 2014-2015
 - Will vote at next meeting (list of nominees provided to board members)
 - New committee formed for OHD fundraiser (may nominate co-chairs)

CSA Thank Yous!

- Events Committee for organizing Family Movie Night on March 21st
- Emily DiRocco and Phyllis Bewick for Book Fair planning – **April 14-18**
- Shilpa Goel for overseeing the Supply Kit Sale **going on now until April 25**
- Lori Brown, Patricia Brigiotta, Desa Facey and Eva Mostoufi for all of their efforts to plan the House Tour – **May 16th, 9:30-2:30**
- Pam Ely for seeking advertisers for the House Tour
- Dawn Buckelew for securing lunch donation from Whole Foods
- Numerous House Tour volunteers, chairing sub-committees and working so hard
- Nominating Committee for commitment to finding enthusiastic volunteers for CSA
- Christine Lear and Deb Kablotsky for overall development of the new website
- Cary Keller, Alyson Becker, Danielle Herr and David Scarbro also helped to straighten out certain functions of the new website
- Jean Barry for taking minutes of our meetings until the new term begins June 1st

CSA Updates

- Room Parent Coordinator – Book Fair update, **April 14-18th**
- EVP – New website is up and running; please share with community members & review the section related to your role
- Fundraising – House Tour and School Supply Kit Sale updates: there will be NO EXTENSION to the deadline this year for the school supply kits sale
- President – CSA Annual Meeting/Brunch proposed for **WED, May 7th**
- Treasurer
- Secretary
- Curriculum Enrichment
- Elementary and Middle School VPs/Parent Education
- Publicity: please review policy re: CSA publicity; will continue bi-weekly until June
- Membership Coordinator
- Services

[Adjourn: Motion to adjourn by Rebecca Besthoff. Seconded by Sarah Grallert.](#)

May 7, Wednesday (9:30-11:30am): The CSA Annual Meeting/Brunch at Rebecca Besthoff's house. Both outgoing and incoming board members as well as the public are invited. Open to the public. Food provided by outgoing board members.

June 5th: new board to meet