

**Carlisle School Association / Parent Teacher Organization**  
**June 11, 2015 Meeting Minutes**  
**9:00 am – Spalding Conference Room**

Attendees: Christine Lear, Amy Caggiano, Margo Parent, Emily Richardson, Carrie Patel, Emily DiRocco, Suzan Baldoumas, Lisa Chaffin, Eva Mostoufi, Niressa Martin, Laura France, Amy Smack, Cary Keller, Amy Versaggi, Phyllis Bewick

Christine Lear called the meeting to order at 9:04 am. Quorum was not present.

Administration Updates – Joan Wickman is on 8<sup>th</sup> grade trip. Amy Caggiano gave Dr. Sidell's update. Field Day was a success, report cards, placement and class lists will come out second week of August; using outside tech company to redo the website. Curriculum enrichment, looking to revive his blog and could be a tool for parents. (Our PTO website could have a blog.)

CSA Thank Yous!

- Lisa Chaffin, Amy Smack and their team for putting on several CE programs since the May meeting! – Last event was on June 3<sup>rd</sup> and people loved it. Most teachers have been happy with the new programs that were brought in.
- Suzan Baldoumas and Amy Caggiano and Christine Lear for planning and hosting a fabulous Teacher Appreciation Luncheon. Very moving to see how appreciative the teachers are. The kids had written thank you notes to teachers saying why they are thankful for the teachers. It was fun to have a few kids in the room helping. Had lots of extra food. Reduced the desserts but did run out. People were on board for the May luncheon vs. June. Will move to May from now on.
- Amy Versaggi for her representing parents on the Middle School Search Committee, Alyson Becker also served on this committee on behalf of the CEF.
- Eva Mostoufi for putting together the Spring Husky Apparel Sale
- Amy Versaggi for working to fine tune the Middle School Treasurer and Class Representative roles
- Special thanks to those who are leaving their leadership roles with the CSA. It was (another) great year and we appreciate all that you did to make it so; **Suzan Baldoumas, Phyllis Bewick, Karina Coombs, Emily DiRocco, Sarah Grallert, Andrea Kakas, and Erik Synnestvedt.**

CSA Updates

- EVP - SAC update, Faculty & Staff Grant groundwork, Amy Caggiano thanked everyone for voting on extending the terms of SAC members. Amy has documented the process. Looking for 2 new members, deadline for applications is tomorrow, Friday, June 12<sup>th</sup>. Didn't want to solicit interest at start of school year. Vote (anonymous) will go out to Board members this weekend. 3-year term mandated by the state. Faculty and Staff grants kickoff in late August, in tandem with CEF. Applications due in October. There will be talking points for staff. No new teachers. Hoping to reach out to teachers over the summer

to get them thinking about the grants process. Susan Pray will be joining the grant committee. Streamlined the receipts process. First Grade gave four \$25 gifts to the CSA in the name of the room parents.

- VP Middle School - Shed, Middle School Class Rep & Treasurer status – Amy Versaggi reported that spaghetti supper, play, graduation, PTO stuff, and CEF stuff will go in shed. Lock has been purchased. Class reps debriefed on new structure. Has worked well. Working on the funding issues. Lots of logistical things to work out.
- VP Elementary School – Lost and Found last day of school. Leftovers will be donated to Goodwill, or a local charity. Butler school in Lowell? Pops on the plaza will be on Monday. Earlier in the year let's have the sixth graders person the table to help with returning lost items to students. It could be good for the end of the year 5<sup>th</sup> graders to do this.
- Fundraising - Husky Apparel Sale – Eva Moustafi - deliveries will happen next week from spring sale: \$655 raised. \$5 goes to the PTO from most of the products. September might include 8<sup>th</sup> graders as a volunteering project. Would give some business experience. Jump rope team ordered t-shirts through them. Negotiated preferential pricing. Have other groups within the school community who can order the apparel and thus creates more volume for vendor. Ordered several extras. Could we have them so teachers have them on hand for students who start mid-year. T-shirt swap will be at back to school night, so responsibility will fall on the parents. Some had received feedback from parents that one apparel sale per year was enough. There was discussion of keeping two apparel sales.
- Membership – Niressa Martin opened up trial for MYSchoolAnywhere and talked about name change.
- Curriculum Enrichment - Recent programs – Done for the year, will start talking about next year in September. Will email teachers at end of September. Awesome job this year!
- Room Parent Coordinator – Emily DiRocco - passing information to Nicole M. There hasn't been much interest in room parents.
- School Supply Kit update – response has been soft. Perhaps sale timeline needs to be shortened. Deadline is June 19<sup>th</sup>.
- Retirement Party, June 8 at 3:30 in cafeteria – Could it be added to teacher luncheon? We need to re-visit timing. Could ask families to submit notes in advance of presenting the gifts.

#### New Business

- Fundraising Idea – With online Husky Handbook we thought we would have a fundraising idea. Could we do an Angie's list type of directory? We need to find an app that would have a directory like the Red Balloon Phonebook and could have a town calendar. It would be app and on the desktop. Laurie Brown will get all details. We could sell ads. We'd like some sort of fundraiser that's not as intensive as the House Tour and doesn't compete with CEF. Could be \$1,000 for the software. Eva would like to buy the domain names for the directory. Many companies have upfront cost or monthly pricing. House tour requires 70 volunteers on that day. We would put this everywhere possible so people could access it. We would need to sell it as the online version of the Red Balloon Phonebook and need to think about this for the future. We need to find ways for income without huge numbers of volunteers. For fall we should look at increasing activities; not money-makers, but could use a little more money. Need a chairperson for each event.

- Old Home Day Booth – We’ll skip it this year.
- Logistics: [OurCarlislePTO.org](http://OurCarlislePTO.org), new PTO logo (Sandy Eisenbies), Google accounts – Christine Lear changed name with the state and worked on changing with the IRS. There is a checkbox for name change on tax return. Christine will work on changing the email accounts during the second half of July. There will be a forwarding reply. Website is ready to go. We need to have URL – could we have CarlisleMAPTO.org. Possibly change Facebook to reflect Massachusetts as well. We should aim to switch July 15<sup>th</sup>.

Ms. Horgan’s class won the box tops.

The meeting was adjourned at 10:39 am.

Next meeting will be on Thursday, **September 3, 2015 at 9:00 am** in the Spalding conference room.

Minutes respectfully submitted by Emily H. Richardson, PTO Secretary