

**KARIGON PARTNERSHIP TEAM MINUTES**  
**OCTOBER 24, 2011**  
**FINAL**

**Members Present:** Chris Bernd                      Mary Blaauboer  
Lisa Fletcher                                      Kathy Geary  
Tina Hurley                                        Brigid Jeffers  
Phyllis Murray                                  Melissa Paquin  
Susan Schmitt                                    Greg Wing

**Member Absent:** Matt Andrus

**Inspiration:** “It is good to rub and polish our brain against that of others.” - Michel de Montaigne (submitted by Phyllis Murray)

**Review of Minutes:** The minutes from our September 19, 2011, KPT meeting were reviewed and approved. We will review minutes from our October 6, 2011, Training Day next month.

**Board of Education (BOE) Liaison Report:** Mary Blaauboer reported on the October BOE meeting.

In their study session, the following items were discussed:

- Special Education Quality Review update and Annual Plan presentation
- AIS and RtI Plan review (both later approved by the BOE)
- Summer curriculum, camps and program highlights
- Overview of grants

Action items:

- Approved various contracts, bids, treasurer’s reports, auditor’s reports, meeting minutes, bids
- Staffing recommendations including reassignment of Jill Bush from Asst. Supt. Of Curriculum, Instruction and Assessment to Asst. Supt. For HR and PD
- Benefit booklets for various staff and administration
- Special Education placements
- Accepted donation of kitchen equipment from Schwann’s
- Heard summary of independent auditor’s annual report (later approved by the BOE) unqualified – best
- Review of various policies
- NYSSBA resolutions/convention
- Conversations with Superintendent

**District Partnership Team (DPT):** Matt was not able to attend our meeting today but forwarded his notes from the October District Partnership Meeting (minutes attached) which were shared. Lisa Fletcher said that she has also been the only parent in the past that attends the DPT meeting and agreed with Matt's observation that the DPT referenced the need for improvement of parent communication although Karigon's Partnership Team is the only one that is actually represented by a parent.

**KPT Partnership Training Day - 10/16/11:** The "KPT Goals/Objectives", the "KPT Timeline", and the "Assignments to Stakeholders" were all approved and Greg requested that they be resent marked "Final".

We reviewed the "Five Years of Karigon Partnership Team Accomplishments" which was compiled by Greg. He went back five years since that is when the KPT moved towards items that are more student focused. We all agreed it was a pretty impressive list and we were surprised to see so many accomplishments. Lisa Fletcher asked if Dr. Robinson had seen this list because we were all not aware that our KPT had done so much. In reviewing the list, we noticed the line item stating "created a process and supply of extra clothes in the nurse's office". We referred to the Stakeholder list and Kathy Geary will contact Mary Niles, our nurse, to see if this has continued.

Lisa asked about the Karigon logo for the KPT bulletin board. A brief discussion followed making sure the addition of a logo on or near this bulletin board would meet fire codes. Greg said he would speak with Alice Marzitelli, Karigon's Art teacher for some ideas.

Greg informed us that he would be having a meeting within the week with Kathy Wetmore and Rebecca Hull from the District's Business Office to go over details about the accounting and fundraising regulations and hopefully be able to get information on what the KPT will be able to do this year.

Brigid Jeffers and Susan Schmitt discussed the Extra-Curricular List which had been talked about at our last meeting. After much discussion about what is considered extracurricular and what is considered innovative curricular activities, it was decided that Greg will work with the faculty to define innovative ideas since what maybe innovative to one is not to another. We need to form a baseline so we can share ideas.

The "bullying" topic was discussed and ways we could present a program in conjunction with the PTA for 4<sup>th</sup> and 5<sup>th</sup> graders. Without the "DARE" program this year, the PTA has money for an after program celebration. The thought was if we could find someone to do the program, we could work in conjunction with the PTA and sponsor a program. Chris Bernd said he has a rapport with the people responsible for the Okte Morning Program and will see what they have planned for this year as far as a bullying program.

Melissa Paquin discussed the third Bookfair of the school year and said the point of this bookfair is to get reading material into the hands of the children before summer begins. Discussion followed about having it on Field Day and the following day in case children

didn't have money with them on Field Day or their parents were not able to attend the day. Greg Wing had a concern about missing instructional time in order to go to the Bookfair. It was discussed that perhaps younger classes needed a sign-up time while a fourth or fifth grader could go during snack time. Chris, Susan, and Brigid would check with the faculty and report back next month. Melissa said they didn't need to book it now since it's not a money maker for the PTA.

**Old Business:** Chris said he has posted the approved minutes on the website but couldn't change the mission statement which needs to be updated. Greg will contact Kelly DeFeciani, Shen's Public Information Officer, since we can't access this portion of the site.

**Next meeting:** Monday, November 28, 2011