

**Lancaster PTO Minutes**  
**May 15, 2008**

**I. Call to Order:** 6:50 p.m.

**II. Welcome and Introductions:** Gina Barrett, Vicky Bearce, Lynn Burke, Paula Castner, Annie Chagnon, Bonnie Cook, Cindy Erle, Julie Fay, Pam Harris, Tonia Hicks, Jennifer Kelling, Heather LeBlanc, Patti Linenkemper, Gina MacNeil, Kathy Markham, Valerie McGregor, Sheila Milioto, Lori Newton, Valorie Parent, Raksha Patel, Patrick Perkins, Tania Rich, Scott Rossley, Melanie Spallone, Diane Tenen, Rachel Vanasse, Debra Williams.

**III. Treasurer's Report-**Lori Newton  
Available Funds: 22,619.82

**IV. Program Updates:**

**Lip Sync-**Annie Chagnon

There wasn't any response for a future coordinator. Annie suggested that we can get high school students involved to help run the show. Concern: We would still need parents to oversee the whole process. There can be more than one parent to run the various aspects such as pre-sales, programs, music etc.

Lynn Burke and Rachel Vanasse volunteered to coordinate if we can get 2 more volunteers. Kathy Thier and Kara Keith were among possible parents that Lynn would speak with. Annie's Son, Matt would handle the music editing and would train someone on the sound booth. Paula Castner and Valorie Parent would stay on to help. The DVD's should be ready in a week.

### **Fall Fundraiser-Gina Barrett**

Gina has researched several fundraiser companies and recommends that we go with Innisbrook. We have dealt with them before. The representative is aggressive with the promotion. She recommends a kick-off assembly and homeroom incentives. Also, the summer workbooks, Summer Quest, are available through the company. We would send the flyer and parents can order online. The cost is \$13.99 + \$2 shipping if ordered by 6/15. PTO would get portion of the proceeds. Patti raised a concern that the book may not align properly with the school's curriculum. Gina would try to get samples. Greeting cards with students' personalized art are also offered. \$20 per box of 12 cards.

### **Shaw's Receipts—Raksha Patel**

Please keep sending in the receipts and save them over the summer. We have sent enough receipts to get back \$600!

## **V. Funding Requests:**

### **Canobie Lake—Scott Rossley**

Grades 4-8. Each student \$21. Chaperones ½ price.  
Requesting \$1830 for 4 buses for 200+ students. \$1830 approved.

### **Discovery Museum(Acton)-Preschool-Pam Harris**

Trip on June 9<sup>th</sup>. Requesting \$365 for 2 buses. Approved.

### **Brewer's Offering-Scott Rossley**

Requesting \$500 to cover Hall rental, event beverage glasses, And Misc items such as oven rental, ice etc.

Tonia Hicks also requested \$100 to partially cover live entertainment. Gina may be able to get glasses from her family

restaurant. Per Scott, it may be too late this year as Bob may have already ordered them. Will check with Bob. Also, Tania Rich will check with her brother for ice. (Note: In checking with the hall later, they would provide us the use of their ice machine free of charge.) \$600 approved.

**Overlook Farm Trip**—Raksha Patel for Ms. Giumette  
Requested \$535 for 2 buses. Approved.

**Lawn Party**-Patti Linenkemper  
Requested \$500 for prizes for games at the Lawn Party.  
Scheduled for June 9<sup>th</sup> (rain date June 10<sup>th</sup>.) Approved.

**Atlases for 5<sup>th</sup> Grade**—Patti Linenkemper  
Requested amount not to exceed \$550 for the atlases that are gifted to the 5<sup>th</sup> graders moving on to Middle School. Approved.

**Nature's Classroom**-Bonnie Cook  
Requested \$2000 to cover students who cannot attend for financial reasons. Approved.

**PTO Domain and Website Renewal**—Lynn Burke  
Requested \$175. Approved.

**Bulk Mailing Permit Renewal**—Raksha Patel  
Requested \$200. Approved.

**Retirement Gala**-Raksha Patel  
The board approved \$100 towards expenses for the Retirement Gala. It was preapproved by the board since the monthly meeting was postponed and we needed to send the money earlier.

## **VI New Business/Programs**

**Elections**—Lynn Burke and Tonia Hicks  
The following new officers were elected:

Secretary: Debra Williams  
Treasurer: Jen Laursen Kelling  
Vice President: Gina MacNeil  
President: Julie Fay  
Staff Representative: Cindy Erle  
Staff Representative: Tania Rich

## **VII: Miscellaneous:**

Patti Linenkemper introduced a Summer Enrichment Theater Camp for students entering 4<sup>th</sup> and 5<sup>th</sup> grades. Charge is \$30/student. It will be run by an individual from Northeastern University.

Paula Castner suggested an ice cream social at the beginning of the school year to introduce PTO and hopefully boost parent involvement. Could be held 3<sup>rd</sup> week in Sept. She can solicit donations from ice cream places over the summer.

Possibility of holding the PTO meetings after school was discussed. Daycare would have to be considered. 8<sup>th</sup> graders in gym?

**VIII: Next Meeting:** June 12, 2008 at 6:45 pm.

**IX: Adjournment:** Adjourned at 8:07 pm.