

Lancaster Parent-Teacher Organization (PTO)



***Serving the
Mary Rowlandson Elementary School
and the Luther Burbank Middle School***



Meeting Minutes

April 15, 2009

(Rescheduled from April 8, 2009)

- I: Call to Order: 3:15pm
- II: Welcome and Introductions:
Deb Williams, Jennifer Laursen, Gina MacNeil, Julie Fay, Kim Follansbee, Paula Castner, Betty Ogborn, and Tania Rich in attendance.
- III: Treasurer's Report: Jennifer Laursen
- Total PTO balance: \$36,952.00
- IV: Program Updates:
- Mother/Son Night*** – Julie Fay for Rita French
- Event was successful but posted a deficit. Discussed charging for admission to cover cost and raise funds in future.
- Teacher/Staff Appreciation*** – Paula Castner
- Events planned for everyday of teacher appreciation week, which is May 4-8. Theme has been established for food and teacher gifts. Collection of gift cards and other donations are being collected and distributed by volunteers.
 - Decision to purchase school year calendars as a gift to teachers and staff (approx. 160) with remainder to sold. See "Funding Requests" below.
- Cookbook*** – Jennifer Laursen
- Final preps underway. Students drew pictures of food to be scanned and used in the book. Book will contain only about 250 recipes (compare to over 500 in the last issued cookbook). Waiting for final printing information. May not be available until June.
- Family Night / Worcester Tornados*** – Tania Rich
- Event scheduled for June 6 at 7pm at Holy Cross College field in Worcester. In process of selling tickets at \$4.50 each. Ticket sale deadline in April 17th. Volunteers will set-up table to sell tickets at tonight's spaghetti dinner. Point brought up that ticket price could have been set slightly above "cost" price to earn profit.

Internet Safety Night - Members for Cindy Erle

- Only about 15 people attended event, but attendees report that it was informative. Discussion that the program would be worth doing again next year. Members to request feedback from attendees to post on PTO website.

Fall Fundraiser – Kim Follansbee

- New coordinator for this program reports that she has meetings set up several companies but will probably use Innisbrook like last year. Discussion that the prize incentives and contests are not really effective for sales. Which companies provide more cash or percentage incentives? Kim will report back with update next month.

Books and Beyond – Deb Williams for Rita French

- Award Ceremony to be held Wednesday, April 29th at 9am for grades 1-2. Ceremony for grades 3-5 to be held Thursday, April 30th at 1:15pm followed by the Movie Pizza Snack Party after school. Permission slips being sent home this week.

Event Coordinators – Gina MacNeil

- Coordinator (s) for Cultural Enrichment program is most urgently needed. This is because most of the planning and financial approval is done before end of this school year and during summer. Will send out email ASAP with request for volunteers. Also still looking for help with student pictures, magazine drive, and Andrew Foster Scholarship for next year. Kim Follansbee will run the Fall Fundraiser. Kathy Thier will run the Lip Sync event.

V. Funding Requests:

“Theater at the Mount” 3rd/4th Grade Field Trip – Bonnie Cook

- Request for \$250 funding for students to attend a performance of “Willy Wonka” at the theater. Same trip the 2nd grade requested last month. **Approved for \$250.00.**

School Year Calendar – Jennifer Laursen

- Request for purchase of “School year” (Sept ’09 – June ’10) desk calendars for PTO to give to staff for teacher appreciation gift (160). Request to purchase 250 @ \$2.06 each. PTO will sell the remaining items. Calendars would be printed with MRE or LBM and educational slogan. **Approved for up to \$600.00.**

Eco-Bags – Jennifer Laursen

- Request to purchase recyclable shopping bags to sell for profit to PTO. Bags would be green and printed with “NRHS Going Green.” Presented two different bag options. Members decide that a higher quality bag at a dollar more would be best. Cost would be \$1.86 per bag plus shipping (\$275) and sold for \$3 each. **Approved for total cost \$1,865.64.**

VI. New Business:

Patti Linenkemper Day – Pam Storm

- Announcement to PTO that there would be an “Open House” to honor Patti’s retirement at MRE on May 6th from 3-5pm.

VII: Miscellaneous:

Andrew Foster Scholarship - Paula Castner

- Members listen to all applicants’ essays – 4 girls and 2 boys – then vote on best of each group. *Male winner: Joe Doyle. Female winner: Katherine Hedstrom.* Each will receive \$1000 college scholarship to be paid after first semester ’09.
- Members discuss changes for next year including asking organizers to change the essay questions. All winners from past years have won after choosing to write answer of Question #3. Also, plans will be made to have an auction item next year to raise money to pay for the scholarship funds.

PTO Elections –

- Position nominations to be held at May 13th meeting. Email to be sent out to parents with description of positions requesting interested candidates attend May meeting or contact PTO.

VIII: Next Meeting: May 13, 2009 at 3:15pm

IX: Adjournment: 4:40pm