

# **Lancaster Parent-Teacher Organization (PTO)**



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



## **Meeting Minutes March 11, 2009**

I: Call to Order: 3:16pm

II: Welcome and Introductions:

Deb Williams, Jennifer Laursen, Gina MacNeil, Julie Fay, Raksha Patel, Lisa Zaikis, Kim Follansbee, Susan Munyon, Betty Ogborn, Paula Castner, Grace Raher and Patti Linenkemper in attendance.

III: Treasurer's Report: Jennifer Laursen

Total PTO balance: \$37,462.00

IV: Program Updates:

**Lip Sync** – Julie/Deb for Annie Chagnon

- Concerts set for Thursday and Friday of this week. Decided that ticket prices should not exceed \$5 each – not \$8 “at the door” as originally planned. Discussion of announcing this as last performance for Coordinator Annie Chagnon and presentation of flowers and gift card.

**Internet Safety Night** – Deb Williams for Cindy Erle

- Cindy has all the needed materials for the parent information night. Interested in setting it up for April 1<sup>st</sup> if possible. Cindy has also signed up to receive copies of Family Internet Magazine to distribute to kids/parents during Internet Safety Week (April 27 – May 1).

**Author Visit** – Deb for Cindy Erle

- Mystery author Jennifer Allison will visit the students at LBM on May 14<sup>th</sup>. She will do an all-middle school presentation then meet with the 6<sup>th</sup> grade individually. There will be a pre-order sale of her books for autographs. Funds for the visit provided through the Cultural Enrichment Committee budget.

**Family Fun Night** – Julie Fay

- Tabled idea for this year. Agreed to discuss again early next school year.

**Event Coordinators /Board Elections** – Gina MacNeil

- Discussion of the number of new coordinators that will be needed for PTO events next year including Fall Fundraiser and Lip Sync etc. Gina will review list of events and send out an email requesting coordinator volunteers for open events. She will also email announcement for open PTO Board positions. **Elections to be held at May PTO meeting (May 13).**

## V. Funding Requests:

### *Mother/Son Dance* – Deb Williams for Rita French

- **REVISED from February notes** - Formal vote for funding today (not last month as noted in Feb. meeting minutes). Request for \$200 additional check needed for balance of DJ services fee (Al Barese). Check to be given night of event (3/20). \$100 cash deposit was already provided. Total fee = \$300. **Approved for up to \$500.**

### *“Theater at the Mount” 2<sup>nd</sup> Grade Field Trip* – Mrs. Grace Rahe

- Funding for 77 students to attend a performance of “Willy Wonka” at the theater on April 16th. Request to cover bus and some ticket expenses. Since this is a second funding request for grade 2, board member suggest a reduction in the original requested funds of \$468.00 by asking students to pay \$2 above the ticket price. Student cost would be about \$8 each for the trip. **Members agreed and vote Approved for \$314.00.**

### *School Year Calendar* – Jennifer Laursen

- Discussion of interest in ordering “school year” (Sept ’09 – June ’10) desk calendars for PTO to sell. Calendars would be printed with MRE or LBM and educational slogan. Cost to PTO would be less than \$2 each. Teachers/members felt this would be a good investment. Jen will try to find local vendor. **Approved for up to \$250.00.**

### *Andrew Foster Scholarship* – Paula Castner

- Request formal funding approval for cost of providing two \$500 scholarships to a male and a female graduating senior at Nashoba Regional High School. Cost for scholarships is usually raised through specific fundraising events not done this year. Requests for student essay submissions is being advertised and deadline are posted for April 6<sup>th</sup>. Members will read and choose scholarship winners during April 8<sup>th</sup> monthly meeting. **Approved \$1000.00 Donation.**

## VI. New Business:

### *FIRST Lego League* – Kim Follansbee

- Member/parent Mrs. Follansbee presents the idea of forming a FIRST Robotics Team at MRE. She presented informational materials to members explaining the concept of teams building a robot and competing with other school teams of the same age. Other members mentioned that there were already teams in the L. Burbank Middle School and Nashoba Regional High School. Said the difficulty might be getting the coaches not the students. Cost would be \$200-300 to purchase each initial “robot” kit. Members suggested that Kim speak to the

various technology administrators at LBM and NRHS for details and to then follow up with the PTO members.

***Yoga For Kids*** – Susan Munyon

- With the success of the Kwon's Taekwondo program at the school, Susan suggests holding a short session of yoga classes. An instructor from Leominster, Nancy Roberge, would be willing to come to the school on Wednesday or Friday afternoons to teach the classes. Members discussed that there may or may not be enough time to organize before the end of the school year for a 4-6 week program. Susan will inquire about the instructor's insurance policy and about when the program could take place.

***Fundraiser Idea*** – Lisa Zaikis

- Parent and new resident of Lancaster, Mrs. Zaikis, presented the idea of selling home products as an on going fundraiser. She explained that the company called Melaenca sells non-toxic products such as cleaners, foods, and vitamins. Parents would be asked to attend a presentation, register and shop online. Principal Patti Linenkemper says that the Superintendent would need to approve whether this type of home-based sale program would be accepted by the school system. Lisa explained that this is the first school she has approached so she wasn't aware of the administrative guidelines.

**VII: Miscellaneous:**

- Jennifer Laursen suggests the purchase of recyclable bags with the school logo printed on it. PTO would sell bags for profit. She will look into costs and finding a local vendor.
- Due to economic difficulties for businesses, Board will ask Legacy Printing for an estimated cost for printing the Cookbook. Jen Laursen will check into this.
- Lawn Party to be held June 22<sup>nd</sup> (last day of school).

**VIII: Next Meeting: April 8, 2009 at 3:15pm**

**IX: Adjournment: 4:35pm**