

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

*Serving the*

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



## **Meeting Minutes – May 13, 2009**

### **I. Call To Order - 3:17 pm**

### **II. Welcome and Introductions -**

Deb Williams, Susan Munyon, Paula Castner, Patti Linenkemper, Melanie Spallone, Meg Chase, Gina MacNeil, Rita French, Julie Fay, Betty Ogborn, Jennifer Laursen, Vicky Bearce, and Paula Backiel were in attendance.

### **III. Treasurer's Report – Jennifer Laursen**

Total Balance: **37,799.00**

### **IV. Program Updates:**

- *Cookbook – Jennifer Laursen*
  - No official print date yet but final draft has been sent to Patti Lane to send to Legacy Printing. Might not be done for 30 days. If not here before end of school year, members will send out request for pre-order forms or sell in the fall.
- *Eco-Bags / Desk Calendars – Jen Laursen*
  - Both are available to be ordered/purchased. Need to indicate that all staff/teachers got desk calendars as gifts. Emailing flyers to schools to be put into newsletter.
- *Family Night – Deb Williams for Tania Rich*
  - Total of 175 tickets sold for \$97 profit to PTO. Tickets went home with students this week. Game will be held June 6 in Worcester at 7pm.
- *Fall Fundraiser – Deb Williams for Kim Follansbee*
  - Will be signing contract w/ Innisbrook to sell similar products as last year including jewelry. Program to run 9/15 -10/5, 2009.
- *Kwon's Taekwondo Update – Gina MacNeil*
  - 2<sup>nd</sup> session running for additional 7 weeks made \$525 profit. Will plan on trying the program again next year.
- *Cultural Enrichment Coordinators – PTO Board*
  - Still in need of volunteer(s) to coordinate 7-9 programs per school year. Might want to try to form committee as in the past. Will put volunteer request into school newsletters this month. As this time, emails should be sent out to touch base with teachers to see what they are interested in having on the schedule for

next year. Julie, Pat or Patti to send email to them. They will CC: cindy erle to get to send the notice to LBM teachers too. Also need to try to get information on cultural grant. We will contact Rachel Vanasse for information for June meeting.

## V. Funding Requests:

- *MRE Math Supplies – Patti Linenkemper for Mrs. Dalton*
  - will be requesting about \$5000 – 6000 (K-5). NO official request yet. Accurate total by June meeting.
- *5<sup>th</sup> Grade Band Kids T-Shirts – Mr. Rossley*
  - (being paid for by Student Activity Fund). NO request.
- *6<sup>th</sup> grade Worcester Art Museum trip – Mrs. Chase*
  - Requesting funds for 2 buses - \$855.50. **APPROVED.**
- *7<sup>th</sup> grade Boston Aquarium trip – Paula Backiel*
  - \$950.00 requested for buses. Students will pay for tickets. **APPROVED**
- *Nashoba Retirement Reception donation - \$100 **APPROVED***

## VI. New Business:

- *2009-2010 Board Elections* – Julie Fay and Gina MacNeil  
Rita French, President; Jennifer Laursen, Vice President ; Susan Munyon – Treasurer. Nominated and Approved.
  - Still seeking volunteer for Secretary position and one Teacher Representative (MRE). Cindy Erle will be contacted to confirm that she will stay on as LBM Teacher Rep.
  - Julie Fay and Gina McNeil agree to coordinate a PTO Auction if it's decided to do for next year.
- *Discussion of trying to recruit new members to PTO.* Patti will make announcement to parents at tonight's kindergarten orientation suggesting that they attend PTO meeting in June.
  - New Board will also try to get something to present to parents for September kindergarten orientation.

## VII. Miscellaneous:

Ideas, comments, questions from members

- Discussion of possibility of putting next year's Student Directory information on-line instead of thru email. Will inquire with Julie Brimmer.
- Student "Thank you's" presented to members from Mrs. Begley & Mrs. Wood's class for trip to Willy Wonka theater production last month. Also, large poster "Thank you" from Mrs. Raheer's 2<sup>nd</sup> grade class.

- Several teacher "Thank You's" sent to Paula Castner and PTO for Teacher Appreciation Week events. Very positive response from staff.
- Vicky Bearnse inquires about re-order of "Box Tops for Education" bin. She will check cost of making one vs. ordering one.
- Rita French says she is working with Texas Roadhouse Restaurant. They will be doing weekly fundraisers and hopes to do something with them next year. Also possible fundraiser with McDonald's Restaurant.
- Rita French also working on beginning a Juice Box Recycling program. Collection containers would be set up in the cafeterias. PTO could earn \$ .2 per box.
- Paula Castner discussed an 8<sup>th</sup> grade DC trip fundraiser that could turn into a PTO fundraiser if the DC Trip was cancelled. It is a gameshow "Are You Smarter than the Superintendent?" program. Questions would be MCAS based. Middle school or elementary school interest? Teachers would be asked to be on the panel. Would happen in October 2009. She will keep members updated.

**VIII. Next Meeting: June 10, 2009 at 3:15pm**

**IX: Adjournment 4:17 pm**