

# Lancaster Parent Teacher Organization

Rita Distefano-French, Parent Co-President

Lisa McCall, Vice President

Sheila Milioto, Secretary

Susan Munyon, Treasurer

Cindy Erle, LBM Teacher Co-President

Betty Ogborn, MRE Teacher Co-President

September 2009

Dear Parents, Teachers and Staff:

The Lancaster PTO is looking forward to another successful year filled with new ideas, fun events and programs beneficial to our children's educational enrichment.

The PTO plays an important role in fundraising to provide educational and enrichment programs for our children. Due to the hard work and dedication from parents, staff and teacher volunteers, the PTO was able to fund all or a portion of the Cultural Enrichment performances, class field trips, Books and Beyond Reading Program, Scholastic Book Fair, and many more events.

We welcome everyone's PTO membership and invite you to participate in enhancing your children's overall school experience. This year we will be bringing back many of our past successful fundraisers as well as some fresh new events such as Learn-A-Thon, After School Programs and the Horseshed Fair. To view the PTO up-coming events, Cultural Enrichment program dates/times and past meeting minutes, please log into the PTO, [www.lancasterpto.net](http://www.lancasterpto.net).

The PTO will also be publishing the student directory with student information, babysitter list, school calendar, school committee information, classroom rosters and local advertisement. **To ensure inclusion in this year's directory, please return the Student Directory form by Friday, September 11th.**

We are excited to be working with you and look forward to the opportunities we will have this year to work as a community of parents, teachers and staff. To join this exciting group please complete the PTO Membership Form below and return with the \$10.00 yearly dues and the attached CORI form with a copy of you license to the school. At this time we also have the vice president and secretary position open on the board. If interested in being involved in your child's school and the opportunity to get to know members of our community, let us know by sending us an email of the position you are interested in. We would love to have you be part of the board.

**Our first PTO meeting will be scheduled on Wednesday, September 16<sup>th</sup> in the MRE library at 3:30 PM.** All following months meetings will be the second Wednesday of the month in the MRE library at 3:30. Childcare and homework groups will be available for parents who need to bring their children along.

Best wishes for a rewarding school year!

Sincerely,

Lancaster PTO Board

Email Address: [PTOboard@lancasterpto.net](mailto:PTOboard@lancasterpto.net)

Website: [www.lancasterpto.net](http://www.lancasterpto.net)

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## Lancaster PTO Membership Form

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Numbers: Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_

PTO Membership \$10.00

Additional Tax Deductible Donation \$ \_\_\_\_\_

**Please return this form with a completed CORI form, copy of your driver's license and the \$10.00 membership fee and/or additional donation (checks made payable to "Lancaster PTO") by Friday, September 11<sup>th</sup>.**

# Lancaster Parent-Teacher Organization (PTO)

LCPTO  
172H  
FE1295

Rita Distefano-French, Parent Co-President  
Lisa McCall, Vice President

Susan Munyon, Treasurer  
Sheila Milioto, Secretary

Betty Ogborn – MRE Teacher Co-President  
Cindy Erle – LMB Teacher Co-President

## CHAPTER 6, § 172H CORI REQUEST FORM

Lancaster Parent Teacher Organization is requesting all the available criminal offender record information (CORI) on the following individual from the Criminal History Systems Board pursuant to Chapter 6, § 172H which mandates organizations primarily engaged in providing activities or programs to children 18 years of age or less that accepts volunteers, to obtain all CORI regarding volunteers prior to accepting any person as a volunteer.

\_\_\_\_\_  
Parent Signature

### Lancaster Parent-Teacher Member/Volunteer

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE NAME

\_\_\_\_\_  
MAIDEN NAME OR ALIAS (If Applicable)

\_\_\_\_\_  
PLACE OF BIRTH

\_\_\_\_\_  
DATE OF BIRTH

\_\_\_\_\_  
SOCIAL SECURITY NUMBER  
(Requested, not required)

\_\_\_\_\_  
ID Theft Index PIN  
(if applicable)

\_\_\_\_\_  
MOTHER'S MAIDEN NAME

CURRENT ADDRESS: \_\_\_\_\_

FORMER ADDRESS: \_\_\_\_\_

SEX: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ ft. \_\_\_\_\_ in. WEIGHT: \_\_\_\_\_ EYE COLOR: \_\_\_\_\_

STATE DRIVER'S LICENSE NUMBER & STATE: \_\_\_\_\_

For PTO use only, please do not complete

The above information was verified by reviewing the following form of government issued photographic identification: \_\_\_\_\_

REQUESTED BY: \_\_\_\_\_  
Sheila S. Milioto CORI Administrator for the PTO

**Please Note: A copy of your license must be returned with this form. Thank you.**



103 Hollywood Drive, Lancaster, MA 01523



# LANCASTER PTO VOLUNTEERING FORM

Name: \_\_\_\_\_

Please consider volunteering and/or coordinating any of our 2009-2010 PTO events listed below, with your help we can successfully run these rewarding events for our children. Please return this form with your PTO Membership packet.

If you are interested in volunteering and/or coordinating please check off the event(s) below:

Please Contact me about coordinating: \_\_\_\_\_  
Please fill in the event(s)

**Cultural Enrichment:** This committee bring in programs and events throughout the year to enrich the students education and current classroom curriculum. Help needed to be at the school on the day of planned events.

Coordinator: Interim Paula Castner

**Horseshed Fair:** Helping to run a booth on Saturday, October 3, 2009.

Coordinator: Rita Distefano-French & Sheila Milioto

**Phone Directory:** Entering the student information into a computer and saving onto a disc and/or helping to distribute books in October. Lynne Burke

**Family Portraits:** Helping organize, collect paperwork, schedule family sitting times and collect fees.

Coordinator: Sheila Milioto & Susan Munyon – October 3 & 4, 2009

**Innisbrook Gift-wrap:** Helping out in October with orders and/or with the distribution of items in November.

Coordinator: Kim Follansbee

**Walk for Education:** Organize the walk week with PE teachers to be held during students of gym classes, collect donations and sponsor sheets, hand out prizes.

Coordinator: Lynn Burke

**Scholastic Book Fairs:** Helping the students to pick out books and working the register.

Coordinator: Melanie Spallone

**Books & Beyond:** Help setting up the program and/or working as a classroom volunteer between December through April. Will also need volunteers the day of the ceremony and special award events.

Coordinators: Dawn Cote & Susan Labossiere

**Learn-A-Thon:** Help coordinate event.

Coordinator: Rita Distefano-French & Sheila Milioto

**Daddy/Daughter Dance:** Helping with organizing, set-up the day and/or working the night of the dance.

Coordinator: **NEED COORDINATOR(S) and VOLUNTEERS**

**Lip Sync:** Helping with organizing, distribute tickets and/or volunteering the night of the show.

Coordinator: Cathleen Thier

**Mother/Son Dance:** Helping with organizing, set-up the day and/or working the night of the dance.

Coordinator: **NEED COORDINATOR(S) and VOLUNTEERS**

**Teachers Appreciation:** Helping with event the first week in May.

Coordinator: **NEED COORDINATOR(S) and VOLUNTEERS**

**Recycling & Restaurant Programs:** Help promote, collect and mail in cell phones, ink cartridges, juice bags, Campbell Soup labels, Box Top for Education, etc. Restaurant Programs with UNO Chicago Grill and Papa Gino's

Coordinator: Sheila Milioto

**After School Programs:** Help coordinating on going after school programs and half day programs.

Coordinators: Mary Healy

**Banking:** Help collect money from the students on Thursday banking morning and enter into computer.

Coordinator: Rita Distefano-French

**Contact as Needed**

**Please attach this form with the PTO Membership form and return no later than September 11th.**

# 2009 - 2010 STUDENT DIRECTORY FORM

*Please print clearly and list all information you would like included in the Student Directory.*

Parent/Guardian Signature \_\_\_\_\_

	Last Name	First Name	Grade
Student			
Student			
Student			
Student			

Home Phone	(978) _____
Parent/Guardian Name (s)	_____
Street Address	_____
Mailing Address	_____
E-mail Address	_____

### Babysitter List

*Complete this section if you would like your child to be included on the list of available babysitters*

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

### To Be a Sponsor for the Directory

Please include a minimum **\$10.00** donation to the "**Lancaster PTO**" with this form

*(This is **not** to be a member of the PTO; simply to be a sponsor for the phone directory)*

Sponsor name to be listed as \_\_\_\_\_

### To Advertise Your Business in the Directory

*Complete this section if you are interested in purchasing advertising space in the directory*

Business Name \_\_\_\_\_ Business Phone \_\_\_\_\_

Please put a check mark next to the size ad you would like to place:

\_\_\_\_\_ Full Page (\$85) --- include ad copy [no larger than 6 ½"W x 9"H]

\_\_\_\_\_ Half Page (\$55) --- include ad copy [no larger than 6" ½ W x 4"H]

\_\_\_\_\_ Business Card (\$35) --- include business card

*Please make check payable to "**Lancaster PTO**", enclose ad copy, and return to school.*

**The Lancaster School Directory will be distributed ONLY to Lancaster Public School Students, Teachers and Staff.  
Advertisers will not receive a copy of the directory.**

**PLEASE RETURN THIS FORM NO LATER THAN FRIDAY, SEPTEMBER 11th  
TO ENSURE INCLUSION IN THIS YEAR'S DIRECTORY.**