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

***Serving the***

***Mary*** ***Rowlandson*** ***Elementary School***

***and the Luther*** ***Burbank*** ***Middle School***

***Meeting Minutes – November 7, 2012***

**In Attendance:**Michele Basile, Stephanie Stanton, P.J. Libby, Angela Dolan, Paula Castner, Jennifer Shea, Nicole Reed, Carolyn Soto, Cindy Erle, Diane Kilcoyne, Holly Berry, Jason Joyce, Rita French, Jane Giumette

1. **Treasurer’s Report – Angela Dolan**

Beginning balance - $48,692, minus other people’s money and outstanding

requests ($20,772) = $27,920 ending balance.

1. **Scholastic Book Fair**
	1. We are approximately 50% of what we did last year. Sale continues

until Friday November 9th.

* 1. Discussion as to why sales are low.

The recent storm? We had a storm last year.

How to increase sales … reach out to parents.

Timing conflict/compete with parent teacher conferences?

1. **Plymouth Plantation – Mr. Joyce**

Request reimbursement for Plymouth Plantation trip (already occurred)

In the amount of $1,228.26. This fee covers the bus fee at $18.61 per student for 66 students. The parents paid $15.

*Motion made to reimburse bus fee. All in favor*

Discussion on field trips – how many trips per year......#2

 PTO pays for #1

1. **Cultural Enrichment:**

 Carolyn report request $550 for Summer reading Program for author Rob Buyea

pertinent to grades 5th -7th.

1. **PTO Auction – Paula Castner**
	1. 5th Grade teacher Holly Berry volunteered parent by default as no one else

offered

 b. Diane Kilcoyne said the pre-school will explore other options as pertains to

volunteers. Paula asked her to please send emails to her.

1. **Karate:**

A total of 19 kids signed up. PTO made $950 for this 1st session.

1. **Box Tops:**

Review new approach to PTO. Omit prizes, send same Box Top collection page each month with inspiring eye catching note to parent.

1. **Spell-A-Thon:**
	1. 1st raffle today. Kids very excited!
	2. Rita mention Clinton Item’s Facebook page as a venue for publicity. They will write an article on the event.
	3. Curious citizens were inquiring about the words around town and wanted to know how they could make a donation
	4. Spell-A-Thon tee shirts – Holly asked why they are not for sale the MRE staff would probably buy one.
2. **Move Night:**
	1. 1st movie tis Friday November 9th Madagascar 3. The 4-H collecting food in lieu of admission fee.
	2. Lancaster Police Station now accepting new hats, mittens, gloves for children and adults
	3. PTO movie night will be December 7th for Polar Express. Bell ringers needed. There was a large turn out last year.
3. **Cultural Enrichment:**
	1. Ralph Fletcher is rescheduled for Thursday, December 13th.
	2. Target Grant - $2,000 grant from retailer to go toward programs
	3. Yoko Watkins – Will be here for the 7th grade students $1,400 already approved at the May 2012 PTO meeting
4. **Natures Classroom:**
	1. Important beginning of the year bonding for the 5th grade students
	2. Natures Classroom Power Point was shown detailing daily activities
	3. PTO was thanked for their continuous support to this program
	4. Parents love the MRE Natures Classroom blog they receive daily
	5. Reviews costs and fundraising efforts. Nature Classroom cost $290/student. Bus fee is another $40/student which totals $330 per student to attend.
	6. Future request not to exceed $2,000