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**PTO Meeting Minutes**

**November 13, 2013**

* Introductions
* Review
	+ October Meeting Minutes - approved
	+ Treasurer Update
		- $40k in account. All checks must be made out to “Lancaster PTO”. All cash needs to be put in the PTO lock box in office. It would be helpful for parents to put cash in sealed envelope listing that the money is for PTO, the PTO event and the child’s name. That way if the envelope gets misplaced, it can be sent to the PTO box when it’s found. Money deposited into bank account isn’t matching what has been sent in. Need to firm up procedures on getting cash to PTO in box to ensure that all dollars are accounted for.
	+ Communications Update
		- Communication list that comes home for the month of calendar dates listed PTO board meeting, not actual PTO meeting. Parents may be confused by this causing low attendance to PTO meeting. There were also some major PTO events missing from that list. PTO members will talk with Janice Kerrigan about ensuring she has the right dates before she publishes monthly communication list.
		- May send less emails home to parents. Possibly put 4 events on 1 email. Also, differentiate which is PTO vs. MRE sponsored event.
	+ Cultural Enrichment Update
		- Transition of Jenn Shea taking over Cultural Enrichment. Jenn is scheduling new events as the year goes on.
		- Jarrett Krosoczka received fabulous feedback from parents, teachers and kids. Pre-school classes made thank you notes for PTO for Jarrett’s visit, which can be viewed on the PTO bulletin board.
		- Some events cost a lot of money. PTO wants to make sure that it’s a beneficial event worth continuing again. Sean and Laura will be sending parents a Google survey 3 times a year for feedback.
		- Music Technology with Brent Daniels will be on Friday. Grades 3-5.
	+ Nature’s Classroom
		- Scott Rossley showed presentation of Nature’s Classroom to thank PTO for the donation, which paid for a Registered Nurse and First Aid.
* New Business
	+ Fall Festival Shopping Night
		- Friday, November 22 at 6:30 in MRE cafeteria. 15 vendors. Charging $5 in advance for tickets and $6 at door. All vendors are asked to bring raffle item.
	+ MRE/LBMS Apparel
		- T-shirts, long & short sleeve shirts, pull over hoodies, cinch sacks, hats, zip up sweatshirt all with MRE or LBMS logo, and will be sold for first time at the Fall Festival. This will be phase 1 of rolling out apparel. There will be more in the spring.
* Planning
	+ Fundraising
	+ Spell-a-thon
		- Goal is if each student collects $25 then we will raise close to $10,000. Permission slips due the 18th. Packets went home starting today. Monday due on the 25th. There are raffle prizes: iTunes gift cards, Dunkin’ Donuts gift card, Meadowbrook Orchards gift card, Strand Movie tickets and several other great prizes.
	+ BJ’s Memberships
		- Will be going home next week. 15 months for $35. Friends or family of MRE can buy the membership. If you have a membership it gets added on to your membership.
	+ Kid Stuff Coupon Books
		- Flyers were sent to parents yesterday. $25 and PTO to receive 25% of sale. There is a sample in the office for parents to view.
	+ Speaker(s) for Parents – want to have a speaker for parents that gears to MRE and LBMS parents. Below are some ideas. PTO will review who is available and cost. We could also host at high school and open it up to the entire district and work with other PTO’s to share cost.
	+ Lynn Lyons – Anxious Kids, Anxious Parents: 7 Ways to Stop the Worry Cycle and Raise Courageous & Independent Children
		- http://www.lynnlyonsnh.com
	+ Charlie Applestein – No Such Thing As a Bad Kid: Understanding and Responding to the Challenging Behavior of Troubled Children and Youth
		- http://www.charliea.com
	+ Nancy Carlsson-Paige – Taking Back Childhood: A Proven Roadmap for Raising Competent, Creative, Compassionate Kids
		- http://www.nancycarlssonpaige.org
* Additional Items
	+ Open Discussion
		- Community Reading Day presentation by Mrs. Bearce – People from community read in each class. It will be March 3 with a snow day of March 5. Each teacher recommends book they want read. Would like to request for PTO to buy these books. 27 books at $10 books on average. Mrs. Bearce will fill our form and get final pricing for PTO. Then she can order books herself. She will not be getting them through Best Books. Also, she is having literacy night on March 6 and March 13 as a snow date. It is run by all the reading teachers. Would like to have the book fair for just Literacy night on March 6 with a snow date of March 13. Mrs. Bearce would like to have Best Books as book fair on that night. During Literacy night they make book marks, make books, games such as finding the letters in the rice bins for younger kids, reading corner with pillows with books and book fair. It’s held in cafeteria.