



Lancaster Parent Teacher Organization

## PTO Meeting Minutes October 9, 2013

- Introductions
- Review
  - September Meeting Minutes
    - Start each PTO meeting approving minutes from previous month's meeting.
    - September meeting minutes approved
  - Treasurer Update
    - \$48,000 in funds
    - Membership checks still coming in
  - Communications Update
    - Facebook page being utilized for upcoming events, so parents can be more active for meetings and events.
    - Will post after events, due to security purposes
    - Book fair coming up. Needs volunteers. Use link Sean sent to volunteer online.
  - Cultural Enrichment Update
    - Hope to have full years calendar by November 1.
    - As of now, PTO is aware of all events planned
    - Jenn Shea to give PTO signed contract for author/Illustrator Jarrett Krosoczka
      - Ned Program – Acronym: Never give up, encourage others, always do your best. Resources made available to all teachers with access codes. Jenn does not need check. It's a "pay it forward" program. Communication to come home to parents soon about yo-yo's. Kids purchase yo-yo's and then those profits are used to fund the next schools assembly and so on. Bolton has used this program and enjoyed it. It's a school assembly. Motivational speaker to kick off school year.

- New Business
  - Jarrett Krosoczka Books
    - PTO proposed to give each classroom 2 books to read to the kids and get them excited for the author's visit. Books will be different per grade and age appropriate. Motion to spend and not to exceed \$445.86 (including shipping and handling) for 24 classrooms (Pre-K through 5<sup>th</sup> grade). Cost looked up through Amazon. Moving forward, we can review costs as non-profit to have no shipping or tax. Motion approved.
    -
  - Third Grade Field Trip Request
    - Plymouth Plantation bus trip request
    - Like to keep cost to \$10 - \$12 per student.
    - Price for 2 busses for day is \$1556
    - Total request \$2160, to make it \$10 per child
    - Total request \$1753 to make it \$15 per child
    - Motion to pay \$1556 for busses and \$100 for hardship cases, not to exceed \$1700. Motion approved.
    - Talk of keeping cost down per families, due to parents who may have hardships or multiple children in school who are attending multiple field trips.
    - Other towns have Plymouth come to them. They dress the kids and have a play. It's less expensive. However, Sean states that it's great Cultural Enrichment for the kids to travel to Plymouth Plantation.
    - Have to consider upcoming 3<sup>rd</sup> grade field trip to Harvard Museum, which will be less expensive. Study of rocks and minerals.
- Planning
  - Movie Night – PTO to show 1 movie per month
    - October 25, 7pm – 8:30– Monsters University
    - Canned goods admission to kick off food drive starting in November for MRE.
    - Baby food needed at food pantry.
    - Possibly tie in theme with donation. Monster University is about going off to school, so we can collect toothbrushes etc.
    - Motion approved for movie night.
  - Scholastic Book Fair
    - November 4th through 14th
    - Volunteers in Library

- Sign up using volunteer spot at <http://vols.pt/1vEJe5>
- Lifetouch Pictures
  - Looking to renew contract for next year
  - Sean to send survey to see if parents are happy with pricing and quality of pictures.
  
- Fundraising
  - Solidifying activities and timeline
  - MRE apparel late fall
    - Pricing requested from Blue Herron in Leominster
    - Blue Herron said they would donate samples to school to see if we are interested
    - Hoodies start at \$13
    - Starting off with Nashoba logo. School to vote on logo and mascot for MRE, so that we can use next year.
    - There is an MRE logo that was used when 8<sup>th</sup> graders sold shirts for Washington field trip.
    - Some towns have a weekly spirit day where students can wear sweatshirts.
    - School color is blue.
    - Blue Herron to create logos.
    - Talk to school about what is mascot, what's appropriate, what represents MRE. Then can unveil it next year.
    - This year just have MRE printed, then next year we can add mascot. Should have several options for pricing. Blue Herron can donate for hardship cases.
    - PTO will receive profit on sales.
    - Class can vote on buying teacher a sweatshirt.
  - BJ's Memberships
    - Parents pay \$40 instead of \$50 and receive 3 months free. So a 15 month membership, instead of 12 months. Profit to school would be \$5 per membership
    - Sheila Milioto to start in November
  - Coupon Books
    - Parents loved coupon books, but not that it was sent home and then asked to purchase.
    - Alternative is to send home a 2 page letter giving examples of coupons in book. Then parents can decide if and how many

books they want.

- Books are \$25 each. Profit is \$12.50 per book.
- Books are donated to teachers.
- Ideas for next year: Bonus Card is another

company that give out a deck of cards, instead of book

- Ideas for next year: There is also

activatemyproduct.com. It's a credit card that lists discounts on it. Can be used multiple times.

- Itzy Ritzy snack bags

- 2 sizes: one of a pencil case and another a little

bigger.

- Re-usable, insulated snack bag for kids.
- Send parents a link and they order directly from

company, who ships to parents.

- PTO receives profits.

■ We don't have a logo, so we may have company look into putting an educational logo on it (i.e. crayon). Or maybe parents can personalize logo? Heather to ask about personalized logo.

- Spell-a-thon

- Parent discussion of 2 lists being a lot for kids.

- Spell-a-thon is already planned for this year.

■ Next year PTO will review not having 2 lists. A lot of parents think it's a lot for 2 lists. It's also a lot to have in the fall when kids are just starting school.

■ Parent survey to go out, so that PTO can review success and suggestions for spell-a-thon, if it's a fundraiser that happens next year.

- More talk about including teachers more on the lists

that are created.

- Additional Items

- Open Discussion