



Lancaster Parent Teacher Organization

## PTO Meeting NOTES September 29, 2021

- Meeting Called to Order 6:37p
  - Introductions and Attendance (See attached sheet)
  - June 2021 PTO Minutes reviewed and approved unanimously
  - Treasurer Report
    - Account Balance: \$73,138.43**
    - Allocated Funds: \$20,800.00**
    - Remaining Balance: 52,338.43**
  - Funding Requests
    - PTO Taxes
      - Need to approve tax preparation fees
      - Motion to approve budget of no more than \$800.00 for PTO Taxes
      - \$800 Voted on and Approved Unanimously
    - Spirit Sticks
      - Spirit Sticks / FOB's for next year
      - Tabled until we have a final quantity needed and associated cost
    - Cultural Enrichment
      - Grants are due October 15<sup>th</sup> (We usually receive \$1000 - \$1500)
      - We need to vote on and approve budget for 2021/2022
      - Wanda Toro Turini and Jillian Washuta both are interested in helping at CE events in the future
      - Motion made to budget \$10,000 for Cultural Enrichment to start the year.
      - We will revisit midway thru year to decide if CE need more funding.
      - \$10,000 Voted on and Approved Unanimously
- \*\*NOTE: All field trips are on hold at this time**  
We will revisit the field trip budget when field trips resume



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### ➤ Current Open Business

- Meadow Farms Fundraiser  
Meadow Farms is a Massachusetts company, they are easy to work with  
Approx. 40% comes back to the schools  
Fundraiser is open until October 8<sup>th</sup>, but can flex it until October 15<sup>th</sup>.  
Scott Belliveau is willing to help with gathering the forms and money to send to Meadow Farms after fundraiser is done.
- School Council members from Lancaster needed.  
PTO will help look/ask for School Council Members  
Interested applicants, send BIO in by October 1st  
Vote them in by October 7th  
First School Council meeting is October 21<sup>st</sup>

Currently:

MRE - 3 parents, 1 community member  
LBMS – 1 parent, 1 community member

- PTO Dues, Membership, and Volunteer form for 2021– 2022  
Membership Dues need to be collected before November 1<sup>st</sup>, 2021  
Create a google document for people to fill out for membership  
PTO cannot use Venmo to collect funds. Use PayPal for CC or Check/Cash  
Megan will run off the paper copies and distribute next week  
Also include information on what we do with the dues we collect  
Should PTO choose a color paper to help identify PTO communications?  
Wanda Toro Turino can help with messaging and graphic design  
Jennifer Loutrel interested in helping with forms
- How can we support our schools?  
Re-engage Cultural Enrichment  
Ask parents what they are missing and may want to see  
Ask the teachers what they are missing and what can we help with

What kind of things can we get children doing that helps support their community beyond the reaches of Lancaster – create a subcommittee to think about ideas



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- Virtual Scholastic Book Fair (dates **10/26/21 – 11/21/21**)  
Revisit whether in person book fair will be possible in the spring  
Jillian Washuta works with Scholastic thru different organization and would like to help Heidi with Scholastic.
- PTO Book hand out to students  
We will have to order the books for the PTO to give out.  
Heidi and Amie count what books we have, determine what we need to add  
  
A 4<sup>th</sup> grade student is looking to collect books to send to people who lost everything in wildfires in California  
Sean O'Shea will bring her to next meeting.  
Create subcommittee to help support student and book drive
- Sam Pawlak 5K Fun Run, November 13, 2021  
Looking for community sponsors, event is in person  
We provide a \$750 scholarship to a Lancaster senior on behalf of Sam Pawlak  
Send Sam Pawlak flyer to Laura for inclusion in the Burbank Bulletin
- PTO Meetings will be held virtually until further notice
- SEPAC – Special Education Parent Advisory Council  
SEPAC is looking to collaborate and have more cohesive relationship between the PTO and SEPAC  
Their meetings are currently on google  
October SEPAC events
  - Virtual Transition Planning presentation – Tuesday October 5<sup>th</sup> 7p
  - Virtual Relaxed virtual social – Tuesday October 19, 7p
  - Virtual Business meeting – Tuesday October 26<sup>th</sup> 7p
- Fall Fundraisers  
Photography (October meeting conversation)  
Boon Fundraiser – Will run in the Spring  
  
Look into Minted (giftcards) for fundraisers – sign up and give people the discount code  
Jillian Washuta will take the lead on bringing this to the PTO



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- Additional PTO Events and current status
    - Trunk or Treat – Likely will not happen,
    - Lipsync – Reevaluate as year goes on
    - Dance for Daughters – Reevaluate as year goes on
    - Shop Local – Can we have in the spring outside?
    - Family Hockey – May happen, January? LBMS Chorus going?
    - Family Baseball – May happen, June?
  - Possible new vendor for MRE/LBMS gear
    - Amie meeting with new vendor tomorrow and will have more details soon
    - Looking for school gear shop to be open hopefully October
  - Hannaford helps - Leanne will discuss in October
- Closed Business
- Chalk the Walk – successful event
  - Welcome Back Breakfast – successful event
  - School Photos – Coffee pond has been great.
- Meeting Adjourned 7:54p