



Lancaster Parent Teacher Organization

**December 8, 2022
PTO Meeting Agenda**

Call Meeting to Order

Introductions and Attendance

- Amie Carabello
- Christina Cabral
- Nicole Kanis
- Jillian Washuta
- Megan Bates
- Michelle Currier
- Sean O'Shea
- Jessica King
- Charla Hixson
- Jen Defazio
- Jen Loutrel

Review and Approve November 2022 Meeting Minutes

- Approved unanimously

Treasurer Report

- Account Balance: \$54,950.36
- Allocated Funds: \$28,871.40
- Remaining Balance: \$26,078.96
- Scholastic Balance: \$6,413.89

Funding Requests

- LBMS Robotics
 - Request forwarded to Sean O'Shea
 - Sean will follow-up with Lisa and PTO
- 4th Grade Field Trip
 - Automatically approved, no vote required

Favorite Things Teacher Survey Responses

- How to distribute to parents?
 - Facebook and email

- Tie in Scholastic Book Fair sign-up, Unicorn sign-up,
 - Jill will draft email
- PTO support requests
 - Nurses need undergarments for accidents
 - Jen L. and Sean will reach out to nurses for wishlist
 - Jen will put on Facebook
- Ideas for enrichment
 - Enrichment Committee to help Sheila
 - Jill will represent the Board on the committee
 - Will solicit for new committee members in the next S'Mores update/PTO newsletter/FB in the new year

Current Open Business

- Book Fair
 - Take cash option, if possible
 - Jess King will discuss with Heidi
 - Put on Facebook
 - Have teachers send out request for volunteers
 - Nicole to send email draft to Sean to send out to teachers
- Hot Cocoa for Teacher Appreciation
 - Cookies still needed
- Railer's Night
 - 5 people signed up thus far
 - Put on Facebook
 - Two MRE kids playing during halftime!
- Lip Sync
 - Changed Days (3/1 & 3/3)
 - Google Form for sign-ups
 - \$300 budget passes unanimously
 - Snacks & drinks provided by families
- Family Literacy Night
 - March 30th
- Auction
 - Deposit paid

- Start planning in January
- Consider buying thank-you cards?
- Spring Fling
 - No update at this time

Resolved Business

- Sam Pawlak 5K Update
 - Christina Cabral will help with thank-you cards
- December Vendor Fair
 - Success!!
 - ~\$1,700 in profit
 - Lessons learned: don't turn away vendors, limit vendor space/price by space, do photos earlier/separate event

Principal's Update

- Things going smoothly
- Sean moving to LBMS
- School Council Members will assist with hiring MRE principal

SEPAC Update/Upcoming events

- Family Networking & Social Group First 4 Tuesdays of Every Month
- Family Game Night 12/4 @ 4:00 PM
- 12/12 @ 9:00-11:00 AM
- 12/13 Eating Disorders 101
- 12/19 @ 6:00-8:00 PM
- 1/24 @ 6:30-8:30 PM Turning 3 Essentials

Open Discussion

- Facebook: By the end of the year, do friend clean-up, encourage people to like page

Meeting Adjourned