



Lancaster Parent Teacher Organization

February 7, 2023 PTO Meeting Agenda

- Call Meeting to Order
- Introductions and Attendance
- Review and Approve January 2023 Meeting Minutes
- Treasurer Report
 - o Account Balance: \$60,980.27
 - o Allocated Funds: \$29,815.84
 - o Remaining Balance: \$31,164.43
- Lancaster Town Recreation
 - o Rec Director Kevin Mitrano
 - o Will include Rec updates in newsletter
 - o Minds in Motion - Chemical Creations
 - o Little Spark
- Funding Requests
 - o Washington DC Trip - Cecilia Sullivan
 - 5 kids need assistance - \$6,500
 - Supposed to 80% of fundraising, up to 50% of the trip cost
 - o Nicole Kanis motions to approve \$5K for trip, to cover travel nurse and student assistance. Passes unanimously
 - Revisit student assistance in March
- Summer Theater Program
 - o Budget approval
 - Budget has typically been \$9k
 - Increase to \$9.5k in order to increase producer stipend from \$500 to \$1k
 - Tuition proposed as \$225 early bird registration; \$300 regular registration; \$125 sibling registration
 - Erica Carr motions for approval of \$9.5k budget and tuition increase, passed unanimously

- New PTO liaison?
 - Be in touch with Stacy and the director, act as a liaison with the Board with regard to funding, etc.
 - Meet with Stacy and the director to discuss dates, book dates with Judy/Jen
 - Liaison available for one hour during camp weeks
 - Get a blurb describing role and soliciting volunteer (put in newsletter, Facebook)
- Discussion of moving program to Rec, consider collaboration in years going forward (2024)
 - Rec may consider having a program geared toward kids too young for the PTO-sponsored summer theater program
- Priority with regard to scholarship, preference is given to MRE/LBMS students
- School Enrichment Update
 - 3rd grade Plimoth presentation
 - 4th grade author visit (Greg Mone)-kids will also get signed books and writing workshop
 - 1st grade sound workshop (Acton Discovery Museum)
 - Pre-k creative drama (Little Spark Theater)
 - Kindergarten- Pumpernickel Puppets
 - 2nd (maybe also 1st) grade- Valerie Tutson, Tales from Africa
 - Looking for author for 6th grade
 - “The Nine who Dared” play for 8th Grade
 - Considering “Word Play Puppet” Show K-2
 - Increase budget?
 - Revisit budget in March
- Scholarship Applications
 - Update application?
 - Update website?
 - Tabled, will handle via email
- Current Open Business
 - Lip Sync
 - Ticket price - \$5/ticket
 - Buy at rehearsal nights or day-of
 - Teachers will not be performing this year
 - Volunteers will come from parent pool; PTO Board will also support

- Each night's performance should take about 1 hour
- Programs are all set
- DVD sign-up can be done at rehearsal
- Family Literacy Night
 - Moved to 3/23/23
- Auction
 - Lancaster Rec will consider the Parent's Night Out - Would have to be done at 9:00 PM
 - Kevin will talk to Kelly to gauge town's interest
 - Send out a poll for the auction child care option
 - Eventbrite for ticketing
 - Auction Committee requests help with getting donations
- Teacher Appreciation Week
 - Christina Cabral
- Spring Fling
 - On track!
- Resolved Business
 - Railer's Night
- SEPAC Update
 - Put liaison position in newsletter
- Open Discussion
- Meeting Adjourned