



Lancaster Parent Teacher Organization

**July 17, 2023
PTO Board Meeting Agenda**

- Call Meeting to Order
- 2023-2024 Calendar
 - Back to School Breakroom Restock
 - Just one day - August 30th
 - Cafe Fresh Bagel - Niki
 - Coffee Stuff - Christina
 - First PTO Open Member Meeting
 - Keep with 2nd Thursday at 6:30
 - Jill will book library for every month
 - Booster Week
 - Meeting this summer with Christopher Hemmerich - try for August meeting
 - October 18th-27th in school
 - Trunk-or-Treat
 - Jillian Washuta, Jen D., Christina Cabral
 - 10/29, including Scholastic Book Fair
 - Contact Cristina re: one day book fair
 - Stay with Scholastic
 - Photo Fundraiser
 - Early November
 - Monica will reach out to Rayne
 - Niki will book Community Center for photos

- Dave Carr as Santa for an optional background?
- Shah will also do photos
- Sam Pawlak 5K
 - 11/4
 - Someone to shadow Mandy?
 - Emily will follow-up with Mandy. Kim also willing to help
- Sip & Shop
 - December 2nd
 - Monica, Niki, Jen D.
 - Niki will book Community Center
 - Mimosas
 - More hot cocoa
- Staff Appreciation
 - May 6th-10th
- Talent Show
 - K-2 3/12
 - 3-5 3/13
 - 6-8 3/14
- Auction
 - 4/6
 - Can't start asking for donations until January
- Spring Fling
 - May 17th
 - Decades?
- Pottery Night(s)
 - September
 - At the school
 - Sell pizza
 - February
 - Adult focused

- At brewery
 - Additional Events
 - Welcome Night
 - Tentative 9/7
 - SSB, family friendly
 - Craft Fair - Monica & Christina will look into it
 - Kids make your own craft/gift centered
 - During Sip & Shop
 - Railer's Night
 - 1/13
 - Jen DeFazio
 - WooSox
 - TBD
 - Emily Kerrigan
- PTO Summer Theater
 - Gift Collection?
 - No donation requests
 - Jill will send email to Stacy
- Summer Literacy Program Incentives
 - Jen Begley will get in touch in September
- Cultural Enrichment
 - Surveys
 - August Committee Meeting TBD
- Welcome Committee
 - Sean to send list of new families to Jen D.
 - Welcome Newsletter
 - Links of interest
- PTO Communications
 - Christina to update website
 - Christina to make calendar PDF
 - Christina will take over PTO Corner
- Financial Update
 - Emily will set-up Venmo
- PTO Sign-Ups
 - Create a new Google form - Jill

- PTO Drive Cleanup
 - Jill will archive folders