



## October 2017 Meeting Minutes Bedford PTG Executive Board

October 18, 2017

**Attendees:** Superintendent Chip McGee, Kim Beekman (Co-President), Sue Jennato (Co-President), Beverly Yuksel (Secretary), Sally Thomas (Treasurer), Amy Dion (VP of Fundraising), Lynne Natale (VP of Publicity), Molly McCarthy (Administrative Liaison), Bob Jozokos (Administrative Liaison), Jewel Fletcher (BHS Liaison), Tracey Healey (Shadow BHS Liaison), Amanda Underwood (RAL Liaison), Sally Kellar (MES Liaison), Kelly O'Donnell (PWS Liaison). **Missing:** Aneesa Al-Khalidi (Support Administrator), Heather Noonan (MIS Liaison), Lauren Martin (RBS Liaison)

SCHOOL BOARD UPDATE - Bill Kassler

SUPERINTENDENT UPDATE – Chip McGee

- Re: Lighted Sign - A board member expressed concern about the use of PTG funds for this purpose
  - Chip believes it will be a benefit to the whole community
    - All/most kids rotate through RAL/BHS
  - PTG Would give money as gift. District would own the sign.
  - A BHS/RAL district person would do the updating to the sign and be the contact when schools want information posted
  - Would need an agreement to ensure PTG & BSD agree what it means financially, installation, ownership, overall logistics
  - Memorandum of understanding
- New Lurgio Reporting System - not where it should be and causing frustration w/parents
  - Assignments and grades are buried too deep in PowerSchool
    - MIS & BHS reporting is well received and understood, RAL reporting is not & has technical issues
    - Needs improvement in presentation
  - Assignments counting toward grades
    - Not all assignments count
      - Formative Assessments: help teachers better assess where the student is at in their learning
      - Summative Assessments: lets you know how well the student has actually learned the material/retained the information
    - Grading is not the key to learning. Key is to give students/families feedback on what they are and are not learning
  - Fixing how information is shown
- School Board Change: Cindy Chagnon is new Chair. Bill Kassler stepped down due to work duties

BEDFORD FOOD PANTRY- George Reese, Rachel Higgins, Boo Zotto 9:15-9:30am

- School Lunch Plus: weekend take-home lunches for kids in need
- Asked for PTG to work with school nurses/guidance offices by handling food drives
- Food Drives would look for specific food items to be donated or the money to purchase it
- Proposed a schedule for each school
- Talk to schools about establishing food drives per school
- Molly McCarthy to present information at next district principals meeting
  - it will be handled by schools, not ptg

APPROVE SEPTEMBER MINUTES: September minutes approved

PRIORITIES MONEY (from 2016/17) - \$2,000 per school (Sally)

- For accounting purposes, PTG needs information from schools on what priorities is spent on

2017/18 BUDGET Update (Sally)

- on paper we are shy about \$3000. Color run may help us break even
- reminder that coordinators must stay on budget

### **FUNDRAISERS:**

#### 1. MEADOW FARMS FUNDRAISER

- Total Sales: Online \$12,119.50 + Paper \$9,813.50= Total Sales \$21,933
- Total Profit vs Budget: Profit \$8,800 vs Budget \$11,000 (difference -\$2,200)
- Pending cash incentive from Meadow Farms may increase profit
- Online Extension thru Dec 16, 2017

#### 2. SUPPORT DRIVE (Aneesa)- Budget \$10,000 vs. Actual to date \$7,465 (as of 10/17)

- District Thank you letter to all who donated to be sent by end of October

#### 3. GIFT CARDS - First round starts 10/20

- Breathe NH Fun Pass
- New local retailers/businesses added
- Due Dates (see below)

#### 4. SKI & SKATE - Nov 17th (5-8pm equipment drop off) and 18th (9-2pm sale)

- Need board members to help hang flyers around town (Lynne)
- We need committee members and all hands on deck at event

#### 5. COLOR BLAST FUN RUN-First meeting October 24th 9am @ Panera. We need committee members

#### 6. PANERA PTG FUNDRAISER -

- 1st Thursday of every month 4-8pm, starting Thursday 11/2
- Please copy and leave stack of flyers around your schools
- Must bring hard copy of flyer, need at least 20 flyers turned in to earn funds
  - 20-30 flyers eligible for 10% of sales
  - 30-40 flyers eligible for 15%
  - 40-50 flyers eligible for 20%

## NEW FAMILY WELCOME - Wednesday, October 4th at Library; 9:30-11:00am & 6:30-8:00pm

### Recap (Aneesa)

- Morning was a good turnout, evening poor turnout
- Will shorten time from 1.5 hrs to 1 hr next time
- Will continue to refine process
  - will change to electronic invitations
  - maybe call it a social?
  - set a table up at school-hosted new family welcome/meet & greet?

## LED SIGN UPDATE -

- Group discussed sign to address concerns
  - How sign falls into our mission statement
  - Discussion of how it was approved by previous board
  - Revote yielded results of 7 yes, 3 No, and 2 abstain
  - Question about absentee votes and admin votes promoted review of RR and possibility for email vote
- Addendum: Email from 10/23/17:

Hello Board,

As a follow up to the LED Sign vote from October's e-board meeting, Kim and I have discovered that, through Robert's Rules (which the PTG follows), a re-vote on an already approved motion is not allowed. Therefore the vote that took place at the last e-board meeting (which majority was in favor of funds for the LED sign) does not count and the original vote supporting the use of capital project funds for the LED sign stands.

As a board we appreciate everyone's thoughts on this, at this time we need to move forward and honor the commitment that was made.

Thank you for your understanding and patience with this matter.

Sue and Kim

## SCREENAGERS EVENT - 12/6 (tentative date) at RAL. Movie screening and discussion panel

- Requested help from PTG to advertise and support to draw attendance from the community
- Will put into ptg section of principal notes and ptg emails

## SCHOOL SUPPLY KITS

- Surplus of supplies donated to Beech Street and Parkside schools
- Supplies given to guidance offices at 5 schools
- Future of the program-explore alternatives

## OLDE TOWNE DAY - Recap

- Gave it our best effort
- Will not participate in future years

## LIAISON REPORTS:

### **BHS:**

#### Principal Meeting Notes - Oct. 4th, 2017

- Introduced Tracy Healey, new co-liaison. Andrea (volunteer coordinator) and Vivian Lin (membership coordinator) were not able to attend.
- We discussed upcoming PTG events.
  - Since we did not have a welcome back breakfast, it was decided that the PTG will host coffee and desserts at the November 2nd staff meeting. PTG will have an opportunity to discuss what we do and answer any questions.
  - Parent/teacher conferences are set for Nov. 6 from 3-6:30 and Nov. 8 from 4:30-8. The PTG will provide a grab and go dinner on Nov. 8th for the teachers and staff.
  - The PTG will also organize a cookie surprise in December. The exact date will be set in the November principal meeting.
- Mr. Hagen said that they have the Artist in Residence program planned out for the year. The ceramics teacher, Mrs. Lederhos is having an artist come in to do a one day presentation. Mr. Zeller, world language teacher, is inviting music artists for the French program and Catherine Tuttle is heading up a mural project for the school. The murals will be painted on fabric that can be moved around the school as needed.
- Mr. Hagen is reviewing the ORK program. In past years, he has had Chris Herron come in to speak to the freshman class. Chris is a powerful speaker and has been well received by the students however he is expensive. One idea is to invite the 8th grade class to the presentation this year and then invite Chris to come speak every other year. That would give the high school an opportunity to look for other program options but still keep Chris.
- It hasn't been decided yet if the Senior class will have a BBQ during senior week or if they will have a banquet like last year. This past spring was the first year they did a banquet and it went pretty well. Mr. Hagen said they have ideas on what needs to be improved but overall thinks it is a great idea. He would like to see a transition to a jr. prom and a senior banquet. The combined jr/sr prom is getting too big and they can't find venues big enough to accommodate the size of our high school. Final decisions will be made by the class officers.
- Mr. Hagen told us he had already started the process of getting sign bids for an electronic sign. There is a concrete slab near the street entrance that has wiring all set so installing a sign would be easy. He didn't know about the PTG possibly sponsoring a sign before he spoke to Chip McGee about his proposal. Both Mr. Hagen and Mr. McGee are in favor of the sign. He feels strongly that one is needed. It would not only be for the middle school/high school but for all schools to utilize it as well as the community. The particular sign he is looking at can be changed instantly remotely so if a message needs to be changed, it can be done immediately.

### **RAL:**

Meeting with Ed Joyce 10/11/17

Upcoming events:

10/16-10/20 - Annual Cardigan trip

Witch Way to the 5K - 10/28; SignUp went out to all schools soliciting volunteers

11/3 - School Dance

Majority of discussion centered around the limiting factors associated with Powerschool and the patch that was completed last week to make the interface much more user-friendly

Attempt to make families aware that there are no grades, just competencies in 2 areas - Performance and Self-Assessment; both shown out of a possible 100

Ed voiced his concern over families feeling upset about their inability to understand the Powerschool interface and grading policies - Competencies are now a state law

Parents can view an up-to-the-moment Report Card on Powerschool

Ed Reminded that he sent out a direct email with screen shots which showed step by step how to navigate Powerschool

Discussed "Competency Recovery" in depth as well as his intention to make all students never feel like failures and to always give them the opportunity to try again and achieve competency in any given subject

**MIS:**

Move-a-thon planning is in full swing

Mike attended conference in Washington DC for the distinguished principal award he received.

**MES:**

**PWS:**

PWS held its first ever Fall Scholastic Book Fair in Sept. Considering it was the first one, it went really well with over \$10k in sales including ~\$1400 in books bought for teachers. With the profits from the fair, the school is able to purchase stand up desks, Hokki stools & some IT equipment. It was a busy time to hold the fair at the beginning of the school year & during Open House but the results were worth it and despite some logistical issues that will be addressed, PWS will plan on holding a fall book fair again, likely during the same timeframe.

Cheryl, Dan and our volunteer coordinators from 2016-17 (Kim Beekman & Mandy Underwood) are planning on attending the NHPIE Blue Ribbon award ceremony at the end of the month to recognize PWS's volunteer service from the previous school year.

PWS held an all school meeting earlier in the month to review the Zones of Regulation. During the staff's workshop day, they had a speaker who focused on brain development in children, and the importance of showing empathy instead of sympathy when possible.

We had our first Coordinators meeting earlier this week which was well-attended & very productive. These meetings will be held every couple of months to check in with all of the programs and events at the school to make sure planning & support for them is on track and to collaborate on ideas for resolving any issues that any program or event is having. Some hot topics included restructuring our volunteer orientation, book fair logistics, revamping the GAS and/or MSS programs, Grandparent's Day shuttle, and Gift Wrap & Support #s being lower than years past.

Room Parent luncheon was held on Sept 28th - new this year is that we provided a "Room Parent Manual" to give some guidance on room parenting tasks, ideas, etc. This was well received, especially to first-timers.

**ORK:**

Oct 3 - 3rd Grade had their Bat Presentation from NH Audubon

April 20 - John Farrell is scheduled for an all-school concert

**Upcoming events at PWS**

Math & Literacy Night on Oct 19, Scarecrow Jubilee (2nd Grade) on Oct 26, Halloween Parade on Oct 31, Planning coffee cart for Oct 27 - hoping to do these on a regular basis.

**RBS:**

We had our HarvestFest this past weekend. The staff always puts on a great event for the Riddle Brook families.

The third grade enjoyed the Bats display that the Audubon society presented.

Riddle Brook is excited to be celebrating the award of two Blue Ribbon Awards. One was awarded for the efforts of our volunteers and the other was awarded based test scores and teacher instruction. Riddle Brook was the only elementary school in New Hampshire!

#### UPCOMING EVENTS:

*October:*

Fri Oct 20 Gift Card Packet Delivered (K-8, BHS online)

*November:*

Wed Nov 1 PTG First Gift Card Order Due Date

Thu Nov 2 PTG Panera Night 4-8pm

**9:30am – 10:30am PTG Coffee with Superintendent (@ BCTV)**

Wed Nov 15 9:00am – 11:00am PTG E-board Meeting (@ RBS)

Thu Nov 16 PTG First Gift Card Delivery to Families

Fri Nov 17 5:00pm – 8:00pm PTG Ski & Skate Drop Off @ BHS

Sat Nov 18 9:00am – 2:00pm PTG Ski & Skate Sale @ BHS

Wed Nov 29 PTG Second Gift Card Order Due

Upcoming topics-

- Staff Appreciation Week

Open Positions

Board/District:

- Lower ORK Coordinator
- Barnes and Noble Co-Coordinator

**11/15/17: Minutes Approved with Changes**