



## PTG E-board Meeting December 20, 2017

Attendees: Superintendent Chip McGee, Kim Beekman (Co-President), Sue Jennato (Co-President), Amy Dion (VP of Fundraising), Sally Thomas (Treasurer), Lynne Natale (VP of Publicity), Molly McCarthy (Administrative Liaison), Bob Jozokos (Administrative Liaison), Amanda Underwood (RAL Liaison), Sally Kellar (MES Liaison), Kelly O'Donnell (PWS Liaison), Lauren Martin (RBS Liaison)

Missing: Beverly Yuksel (Secretary), Jewel Fletcher (BHS Liaison), Tracy Healey (Shadow BHS Liaison), Heather Noonan (MIS Liaison)

SCHOOL BOARD UPDATE - Cindy Chagnon (not available to attend on Wednesdays)

SUPERINTENDENT UPDATE – Chip McGee

- Budget has been submitted & is supported by the School Board
  - Personnel shifts expected – increased enrollment at RBS, but decrease expected at MIS & RAL for example
  - IT will roll out “classroom sets” of tech (1:1 for Grades 1&2, touchscreen Chromebooks), phasing out “mobile labs” of iPads which are also becoming obsolete
  - Still planning on rolling in new Reading program for Grades 5&6

APPROVE NOVEMBER MINUTES

- No objections-Approved by Board

PTG DOCUMENTATION (new) -Review/Approve updated By-Laws

- No objections-Approved by Board (>2/3 vote needed)
- Request made for By-Laws to be made available at annual meeting
- Will start logging Standing Rules in a separate document with periodic review/approval

ELECTRONIC SIGN -

- Update from meeting with Bill/Ed/Chip
- Presenting to School Board on 1/22 for MOU sign off
- Targeting summer installation
- Town ordinance does not allow for businesses to have signs like these, but BSD is exempt. BSD will as a courtesy, will present plans for sign to the Planning Board. BSD will work with the town & will be mindful of placement, operating hours, etc to be respectful of neighbors.

SCHOOL SUPPLIES (new) - Do we offer? SchoolKidz? Another source? TeacherLists.com?

- SchoolKidz has admitted to its shortcomings regarding quality control as a result of their switching processes this past year. They are planning to revert to previous practices and to add more supervision and quality control going forward. Molly discussed with Principals, and it has been decided to give SchoolKidz another chance for this coming school year seeing as we had success with them in 2016.
- How can we ensure SchoolKidz items on teacher lists get crossed to matching SchoolKidz products?
- Program timeline will be put in place after the new year.

STAFF APPRECIATION WEEK (new) May 7-11th. Discuss in more depth in January

- National Teacher Appreciation Day is May 8th

LEE WEBB DONATION (Heather)

- Will discuss in January

### **FUNDRAISER UPDATE**

1. MEADOW FARMS FUNDRAISER - Budget \$11,000 vs Actual Profit \$9353
  - 70% off promo 12/8-10 shared with staff and board
  - Need to resolve reported profit with Sally's numbers
2. SUPPORT DRIVE - Budget \$10,000 vs. Actual to date \$7,800
  - Seeking to fill District Support Coordinator role
    - May already have a lead
3. GIFT CARDS - Budget \$5000 vs Approx Actual Profit (R1 and R2) \$5,550 (LY actual \$5400)
  - Need to resolve reported profit with Sally's numbers
  - R2 up about 10% over last year
  - Fun Pass Coupon book-sold 65 books, total profit \$810
    - Will keep Fun Pass on for next year
4. SKI & SKATE - Budget \$14,000 vs Approx Actual Profit \$13,900
  - Vendor update (Sally)
    - Ken Jones had to cancel last minute & team was able to bring in another vendor, Ski and Snowboard Outlet, and they did very well at the event
  - Logo update (Lynne)
    - Looking to broaden the name and/or look of the event to include equipment other than for skiing and skating
    - Considering the addition of "Cardigan Corner" for hiking and camping items
    - Look at alternatives for leftover product that consignors don't pickup
5. PANERA PTG FUNDRAISER - November results \$105.59 (20% of \$527.94)
  - 1st Thursday of every month 4-8pm, next date Jan 4th
  - Updated flyer-make some copies and leave around your schools
    - Still awaiting Dec results – cautiously moving forward with program at this point.

## 6. YANKEE CANDLE -

- Packets sent home (K-6) Jan 26th (packets for staff at RAL/BHS)
- Orders due by Fri 2/16
- Online only for RAL/BHS
- For paper orders-expected product pick up week of 3/19

## 7. BARNES AND NOBLE -Thursday January 25th -Sunday January 28th. Staff/Teacher events on Friday and Saturday.

- Seeking Co-Coordinator
- Teacher/Staff Reading Sign Up
  - Will be sent out after break

## 8. COLOR BLAST FUN RUN/WALK Sunday June 3, 2018-next meeting Jan 10th 7pm **Starting in January we will be actively seeking Color Blast sponsors.**

Amazon Smile-received check for \$67

GRANDPARENTS/SENIORS DAY - District will cover cost of meals again this year.

## PRINCIPAL WINTER READING NIGHT - Thursday, January 25th (4:30pm or 6:30pm)

- Panera donating food for Principal meal
- Working on updating Marketing materials
  - Looking to create Bookmarks

## EMBRACE BODY IMAGE DOCUMENTARY

- Feedback from those that watched film
- Love Your Body Week at BHS - week of April 9th
- Possible movie screening event for the adult community at the Town Library 2/7 or 3/20
- \$250 fee for public performance rights (board vote)
  - It was decided that this would not be a PTG-sponsored event due to its narrow audience that it would be geared to. Best to let BHS host this, if they are interested.

## MONARCHS GAME/S (Amy) - Next game January 20th Marvel theme. Order tickets online.

- Turnout was low at last event. Hoping that online ordering increases attendance

SCREENAGERS EVENT - December 6th, 6-8pm at RAL. Over 150 attended.

## LIAISON TOPICS -Submit reports to Beverly by Friday for inclusion in minutes

- Received PWS and BHS (see below)

## UPCOMING EVENTS:

### **January:**

Thu Jan 4	PTG Panera Night 4-8pm
Wed Jan 17	9:00am – 11:00am PTG E-board Meeting (@ RBS)
Wed Jan 24	Yankee Candle Packets delivered to schools

Thu Jan 25 Principal Winter Reading Night at McKelvie 4:30 and 6:30

Thu-Sun Jan 25-28 Barnes and Noble Days

**February:**

Thu Feb 1 PTG Panera Night 4-8pm

Fri Feb 2 Yankee Candle Fundraiser Begins

Fri Feb 16 Yankee Candle Order Due

Wed Feb 21 9:00am – 11:00am PTG E-board Meeting (@ RBS)

Upcoming topics-

- RAL volunteer orientation and appreciation budget

Open Positions

Board/District

- Lower ORK
- Barnes and Noble Co-Coordinator
- District Support

School level: (Liaisons)

END OF MEETING

**LIAISON NOTES:**

**BHS Principal Meeting Notes – Wed. 12/6/17**

- Jewel Fletcher and Tracy Healey attended
- We reviewed the last E-Board Meeting.
- Informed Mr. Hagen of the one-time \$600 increase in ORK funds.
- Discussed the monthly Panera fundraiser and the best ways to get fliers into students' hands. We will add a wall pocket in the library to stock with fliers. Also, Mr. Hagen and Mr. Jozokos will send a reminder out to students and Advisors.
- Asked if BHS would designate Bedford PTG account for purchases through AmazonSmile. Mr. Hagen said he believes it already is set up. The secretaries do all of the ordering. We will follow up with them.
- Discussed that Yankee Candle Fundraiser will be promoted through Principal notes and distributing fliers to teachers.
- Asked Mr. Hagen for news/upcoming events. Discussed the hot topic of the latest rules and restrictions in response to threats written in restrooms. There were 3 incidences of threats the last school year. There have been 4 incidences Aug-Nov of this year. Currently, teacher "wanderers" check lavs every block, students must sign out to use the restroom, etc. Mr. Hagen has asked for interior cameras to be installed at doorways leading out of the building, and to all lavatory exteriors. If green-lighted, cameras would be installed mid-January.
- We agreed on Monday 12/18 (second block) as the date for the Great Cookie Caper. Andrea Ahlstrom sent a Sign-Up out on 12/7 calling for cookie donations and volunteers.

**RAL:**

- I did not meet with Ed this month. He did not have any issues to bring to the Board.

- Student Counsel has begun a monthly collection of food items for the Bedford Food Pantry
- Students had their second quarterly dance
- Very successful screening of "Screenagers" offered by the new student-led group "I've Got Your Back"

**MCK: Report Not Submitted**

**MES: Report Not Submitted**

**PWS:**

4th Grade had their field trips to the State House the last week of Nov. 4th Grade also had their Ellis Island Day on Dec 8th summing up their Coming to America unit.

Food was collected (~37,000 items) for the NH Food Bank and the Bedford Community Food Pantry during the week of 12/4-12/8. This year's collection was on par with previous years. PWS will continue to support the Bedford Food Pantry in the coming months - thinking of tying the next collection in with Family Fun Night by having attendees bring a food item with them.

PWS playground was vandalized over weekend of 12/2-12/3. No further information at this time other than the Bedford PD is investigating. I did hear a parent's concern regarding the potential for alcohol containers and/or drug paraphernalia on the playground and if the district had any protocol for regularly "sweeping" the playground especially if the vandals (or others) regularly hang out there.

Coffee Cart to be held on Friday, 12/15 in the afternoon.

**RBS: Report Not Submitted**

Minutes Approved: \_\_\_\_\_