



PTG E-board Meeting January 24th, 2018

Attendees: Superintendent Chip McGee, Kim Beekman (Co-President), Sue Jennato (Co-President), Beverly Yuksel (Secretary), Amy Dion (VP of Fundraising), Sally Thomas (Treasurer), Molly McCarthy (Administrative Liaison), Jewel Fletcher (BHS Liaison), Tracy Healey (Shadow BHS Liaison), Kelly O'Donnell (PWS Liaison), Lauren Martin (RBS Liaison).

Missing: Bob Jozokos (Administrative Liaison), Lynne Natale (VP of Publicity), Heather Noonan (MIS Liaison), Amanda Underwood (RAL Liaison), Sally Kellar (MES Liaison)

SUPERINTENDENT UPDATE – Chip McGee

- Budget Deliberative Session: 7:00pm on Tuesday, February 6, 2018 – BHS Theatre
 - Would like to see community support for proposed budget
 - School board added the need for math/science staff at BHS and academic support staff for grades 5-8
- School calendar now reflects 5 snow days used with a tentative last day of school as June 20, 2018
- District now developing school calendar for 2018-2019. Will look similar to this year with a late August start date.

Be BOLD - Jessica Lahey: The Gift of Failure...Community presentation co-sponsorship opportunity

- BeBold Directors: Joy Monfried, President; Diane Vaccarello, Mental Health Advisor; Mike Fournier, School Administration Advisor
- Working to offer a presentation by Jessica Lahey regarding anxiety that offers practical and concrete ways to help adults and their children deal with anxiety.
- Asked PTG to partner with BeBold by way of offering financial support.
 - Presentation usually costs \$10,000. Presenter will cut fees to \$5,000 plus be available for personal question and answer session, sit for a book signing and offer her personal email for further questions to each attendee.
 - BeBold asks that we split the cost of the fee: \$2,500 BeBold, \$2,500 PTG
 - Discussion of using either past priorities monies or ORK/AIR that isn't already accounted for.
 - Books could be obtained at wholesale and keep profits from book sales (whole sale for about \$5 or \$6/book, retails for about \$26, we could sell for \$20?)
 - Talk lasts about 1 hour plus question & answer session, then book signing
 - Originally looking at March 26, however it seems to be a significant conflict with a BHS event. They will look at a different date
 - They proposed McKelvie as the venue however upon further discussion, the board expressed a strong preference for BHS Theatre.

APPROVED BY BOARD: PTG will partner with BeBold on the above event. PTG will pay \$2,500 either using priorities money or ORK, \$417 from each school.

ACTION ITEM: All liaisons are to send a report of available ORK funds for their respective school (less what has been used or is earmarked for an event) to Principal Molly McCarthy, mccarthym@sau25.net, no later than 2:00pm - Friday, January 26, 2018

ACTION ITEM: BHS Liaisons Jewel and Tracy to look into the possibility of BHS students offering babysitting during event.

COLOR BLAST - Sponsorship update (Emily)

- Well underway
- Derry Medical is primary sponsor again this year (\$2,500)
- Jo-Anne Johnson Dentistry (\$1,000)
- Sponsorship is key to getting this event paid for. If more can be brought in, it can be profitable
- Will change from 5K to 3K this year to make it more family friendly as well as remove the neighborhood part of run.
- Changed logo

ACTION ITEM: All board members are to review the sponsor list (see email from Emily Baker). If you have a personal connection with any of them, it is asked that you connect with them to request the sponsorship. Additionally, Emily is asking all board members to reach out to 5 businesses within our personal network to sponsor our event. Catherin Weeks is the Sponsorship Coordinator; her email is catherinweeks@gmail.com; Emily would like an email sent to Catherin with your five business. She will be the point of contact for updates.

APPROVE DECEMBER MINUTES - APPROVED AS WRITTEN

STAFF APPRECIATION WEEK May 7-11th: Open Discussion about plans/budgets, expectations, etc.

- PWS organizers in place
- Liaisons to meet to share ideas
- Has gotten a little too “big”. Let’s keep it simple, it’s not a competition between schools

LEE WEBB DONATION

APPROVED BY BOARD: PTG will donate a book in Lee’s honor. Will work with the McKelvie Librarian regarding book selection.

PRINCIPAL WINTER READING NIGHT - Thursday, January 25th (4:30pm or 6:30pm): Panera donating food for Principal meal

SCHOOL SUPPLIES -

- Last year’s lists will be sent to principals to share with staff in mid-March.
- Updated lists due from teachers mid-April
- As part of new contract, requested 2 free kits per grade per school – after explaining why, they said yes. It might only be for this coming year, but we’ll take it!
 - RBS Orientation Dates: May 8th & 9th
 - PWS Orientation Dates: May 30th & June 1st
 - MES Orientation Dates: _____

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

- Need to get the word out earlier
- Fisher Cats May 20th, Daytime Game

- Would like to stop using paper memos
- Working to streamline the process

FUNDRAISER UPDATE

1. MEADOW FARMS FUNDRAISER - Budget \$11,000 vs Actual Profit \$9353
 - No new updates
2. SUPPORT DRIVE - Budget \$10,000 vs. Approx. Actual to date \$7,800
 - Seeking to fill District Support Coordinator role
 - No new updates
3. GIFT CARDS - Budget \$5,000 vs Approx. Actual Profit (R1 and R2) \$5,550
 - No new updates
4. SKI & SKATE - Budget \$14,000 vs Approx. Actual Profit \$13,000 (revised to reflect custodial invoice)
 - Over 600 volunteer hours...divided between all 6 schools to log
5. PANERA PTG FUNDRAISER - November results \$105.59 (20% of \$527.94)
 - 1st Thursday of every month 4-8pm, next date Feb 1st
 - January cancelled due to snowstorm
 - Updated flyer-make some copies and leave around your schools
6. YANKEE CANDLE - Budget \$5,500
 - Packets sent home (K-6) Jan 26th (packets for staff at RAL/BHS)
 - Sale starts Fri 2/2 and ends Fri 2/16
 - Online only for RAL/BHS (online extends through June)
 - For paper orders-expected product pick up week of 3/19
7. BARNES AND NOBLE Budget \$1,500
 - Shop Friday January 26th -Sunday January 28th in store, online through the 30th
 - Staff/Teacher readers on Friday and Saturday-Sign up has been sent out, schedule will be on website when complete
 - McKelvie performance Friday evening
 - Seeking Co-Coordinator
 - BHS student will be playing keyboard during B&N Days. Know any other HS musicians who might like to accompany?
8. COLOR BLAST FUN RUN/WALK Sunday June 3, 2018-next meeting Feb 21st 7pm
We are actively seeking Color Blast sponsors.

MARKETING UPDATE: Sent in by Lynne

- Working on updating all Color Blast marketing materials for the 2018 event.
- Working to improve Bedford PTG social media presence.
 - Only have a little over 400 Facebook followers – would like e-board “on board”!

ACTION ITEM: If you have a Facebook page, please “like” the Bedford PTG social media page.

9. LIAISON REPORTS:

BHS: Meeting with Bill Hagen 1-3-18

- BHS is starting to prepare for scheduling classes for next year. Sign-ups will happen in early February. BHS is considering offering a 5th block option next year. They are looking into what classes would be offered - there will be very limited classes at this point offered. The classes would be dependent on if they can get teachers and there would be a minimum number of students required to run a class. Some of the classes that they are thinking about are In Writing, Personal Finance, Cooking, a Science lab or psp Chemistry. Students that wanted to take the 5th block class, would come in later. The school is looking into providing buses for after those classes but right now, the students would have to find a ride for the late arrival. The reason the school is looking into this is to best utilize the school is the student population is growing and how they can absorb the growth by utilizing the school when it typically isn't being used. If the 5th block is successful, they may look into other options like evening classes or offering more during the summer, etc.
- The school board is expected to make a decision regarding the security cameras by January 22nd.
- Status of the new sign is that Todd is getting bids and designs and is working with the city. There is a Memo of Understanding that has been drafted. Discussing time limits for the sign being on, to be considerate of residents nearby. Discussing accessibility and use of the sign for the community.

RAL:

- 8th grade conferences coming up next week. A coffee cart will be offered on 1/31 after they are complete as a treat for our teachers/staff
- For 2 weeks starting 2/12 RAL will be having it's annual Read-A-Thon. Books will be collected for donation to needy children and most of the monies raised will be used to purchase additional books for the Media Center. Significant volunteer involvement will be needed to make this event successful
- RAL Grandparent's Day will be coming soon on March 15

MIS: Report Not Submitted

MES: Report Not Submitted

PWS: 2018 is off to a great start with a few events already have taken place:

- 4th Grade Chorus concert held on 1/10.
- Mrs. Stallone's (2nd Grade) play "The Mitten" held on 1/11.
- PWS is continuing to collect food for the Bedford Food Pantry's School Lunch Plus program - this month's item is canned fruit.
- Family Fun Night is scheduled for Feb 8th - this year's theme is the Olympics with relevant activities located throughout the school. Funds raised from the event will go toward ongoing maintenance and improvements to the PWS schoolyard.

- PWS Coordinators meeting scheduled for 1/17 - topics will include volunteer needs for FFN, April Book Fair, coordinator openings for 2018-19
- Coffee cart scheduled for mid-Feb.

RBS: Report Not Submitted

ACTION ITEM: *February LIAISON Reports must be submitted via email to Beverly by Wednesday, February 21, 2018*

UPCOMING EVENTS:

January:

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:

- LIAISONS: to give Lower ORK update from each school
- MARKETING UPDATE: Lynne
- FINANCIALS UPDATE: Sally T
- LURGIO: Volunteer Orientation and Appreciation Budget

Open Positions

- Board/District:
 - Lower ORK Coordinator
 - Barnes and Noble Co-Coordinator
 - District Support
- School level: (Liaisons)
 - PWS: Gift Card Coordinator

END OF MEETING

Minutes Approved: **Approved by Board 2/21/18**