



## PTG E-board Meeting March 21st, 2018

**Attendees:** Kim Beekman (Co-President), Sue Jennato (Co-President), Beverly Yuksel (Secretary), Amy Dion (VP of Fundraising), Sally Thomas (Treasurer), Lynne Natale (VP of Publicity), Molly McCarthy (Administrative Liaison), Bob Jozokos (Administrative Liaison), Jewel Fletcher (BHS Liaison), Tracy Healey (Shadow BHS Liaison), Mandy Underwood (RAL Liaison), Heather Noonan (MIS Liaison), Sally Kellar (MES Liaison), Kelly O'Donnell (PWS Liaison)

**Missing:** Superintendent Chip McGee, Lauren Martin (RBS Liaison)

SUPERINTENDENT UPDATE – Chip McGee (**absent**)

APPROVE FEBRUARY MINUTES: **Approved by board as written**

STANDING RULES - review/approve new adds: **Approved by board as written**

### 2018/19 FUNDRAISER REVIEW

- No objections to removing Yankee Candle
- No objections to removing Fair Share/Restaurant night out
- No objections to removing Monarchs/Fisher Cats as fundraisers; we offer these as a service instead
- Gift Card Program
  - Discussed consolidating into one due date vs. the two offered now
  - Concern over missing Hanukkah with only one offering
  - Will keep both due dates and look at the holiday schedule further out over the next few years to see if having only one due date will work in the future
- Final fundraiser list will be presented to board for approval in April

### SCHOOL SUPPLIES - Update on company ownership and reassess our plans

- Company under new ownership/no longer affiliated with Staples
- The board agreed that PTG will not offer school supply packs this year due to this change
  - We will look into alternatives in hopes of offering something next year

### OPEN BOARD/DISTRICT ROLES FOR 2018/19

- Board: Treasurer and VP Publicity shadows
- District: Support, Gift Wrap, School Supplies, B&N Co
  - Searching: Will post positions in principal's notes next week

### GRANDPARENTS DAY: *Very successful event*

- Update on Lurgio's event
- Remind coordinators of their budgets (remember one time only increase)
  - Stay within guidelines for what budget is to be spent on
- District will again pay for meals

- Any remaining budget funds will be used to help offset the District cost for meals

#### FISHER CATS GAME (Amy) - No paper order forms sent home

- Rather than printing up order forms at each school, the tickets will be offered through a link in Principal's Notes on 4/20 and a reminder sent on 5/4
- Tickets held at Will-Call
- In future consider linking the dates to the dates that our schools will be there for an event that actually pertains to the Fisher Cats or Monarchs, as we are offering the tickets a service, not for fundraising purposes.

#### RAL READ-A-THON - Donation received \$887.10

- Great event.
- Generous donation: 15% of what RAL brought in donated to PTG

#### STAFF APPRECIATION WEEK May 7-11th

- Lindt Chocolate – Amanda Underwood
- Yankee Candle Car Jars – Carol Jonas
- Panera Bread – Sally Kellar will ask Elise if she will take care of this

#### MARKETING UPDATE (Lynne)

- Color Blast publicity well underway plus multiple social media sites added and being used
- Derry Medical primary sponsor
- NEED MORE SPONSORSHIPS – big or small: Please look at list of sponsor potentials. If you have a contact or if you frequent any of the locations, talk to them about a sponsorship or donation.
- A list of available sponsors will be emailed in the next week or so after the next color blast meeting on Friday
- Greater participation from board and volunteers is needed for Color Blast
- 2 Smaller posters given to each board member to post along with a commitment of what 2 locations each person will post to
- Larger posters will be posted at each school

#### **FUNDRAISER UPDATE**

1. MEADOW FARMS FUNDRAISER - Budget \$11,000 vs Actual Profit \$9285.45
  - No new updates
2. SUPPORT DRIVE - Budget \$10,000 vs. Approx Actual to date \$8,200 (**updated**)
  - Seeking to fill District Support Coordinator role
  - No new updates
3. GIFT CARDS - Budget \$5,000 vs Actual Profit (R1 and R2) \$5,557.80
  - No new updates
4. SKI & SKATE - Budget \$14,000 vs Actual Profit \$13,049.52
  - No new updates
5. PANERA PTG FUNDRAISER - November results \$105.59 (20% of \$527.94)
  - 1st Thursday of every month 4-8pm, next date April 5th
6. YANKEE CANDLE - Budget \$5,500 vs Approx Actual \$5,075 (**updated**)
  - Profit updated to reflect shipping charges
7. BARNES AND NOBLE - Budget \$1,500 vs. **Actual Profit \$2,916.79**

- Seeking Co-Coordinator
- No new updates

8. SCHOLASTIC BOOK FAIR - Budget \$14,000

- Mem/RBS/PWS/McK hosting fairs first week of April

9. COLOR BLAST FUN RUN/WALK (Sunday 6/3) - Budget \$12,000

- Presenting Sponsors...Derry Medical
- Sponsor update-currently have \$5,100 in sponsorships
- Board sponsor update
- Registration is opened March 5th.

Upcoming topics-

- **Fundraisers for 2018/19 (review starts in March and April, finalize in May)**
- Year in Review with Principals **5/15** and with Superintendent 5/30
- Volunteer Appreciation

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

**BHS:** Meeting notes from the March 7 meeting with Mr. Hagen.

- Scheduled Brownie Surprise for staff and students: Tuesday 4/3/18, 2nd block. Will have Andrea send a Sign-Up Genius the week of 3/19 for brownies and 2 volunteers.
- Asked for other updates. Mr. Hagen talked about the upcoming March 14 walk-out and March 24th march. Students may participate in a 17 min. walk-out by gathering in the gym. Administration is not allowing students outside due to safety concerns.
- With a note from parents, students would have an excused absence to attend the March 24th march. The district would help parents arrange buses if requested.
- 5th Block trial: there will not be a 5th block in the 2018/19 school year due to lack of interest. BHS will revisit the idea next year.
- AIR funds: A couple of teachers have talked about programs they are interested in that would use AIR funds, but Mr. Hagen hasn't received any formal requests.

**RAL:** Report Not Submitted

**MIS:** Report Not Submitted

**MES:** Report Not Submitted

**PWS:**

- Bedford PTG sponsored a visit from the Plymouth State TIGER (Theater Integrating Guidance Education and Responsibility) group through ORK. The presentation was for the PWS 3rd & 4th Grades and was called "I've Got Your Back" to recognize & prevent bullying.
- The Tanglewood Marionettes will be visiting on April 2 with a performance of "Cinderella".
- PWS is continuing the food drive for the Bedford Food Pantry's School Lunch Plus Program - this month's item is Mac & Cheese.
- We are gearing up for the Scholastic Book Fair at the end of the month - coordinators have been working on incorporating the Paws for Books theme into the setup, All for Books, etc

- The Father/Daughter dance is scheduled for Friday, April 13th.
- Initial planning for Staff Appreciation week is underway - very preliminary at this point.
- PWS is fielding 7 teams in this weekend's Destination Imagination regional tournament - good luck to all Bedford teams!

**RBS:** Report Not Submitted

**UPCOMING EVENTS:**

***March:***

Wed Mar 28            BeBOLD/PTG Jessica Lahey Presentation 7-8:15pm at BHS theater  
 Fri Mar 30            PWS/RBS/Mem/McK Scholastic Book Fair Teacher Preview

***April:***

April 2-6              Scholastic Book Fair  
 Thur Apr 5            Panera Night 4-8pm  
 Wed Apr 18           9:00-11:00am PTG E-board Meeting (@RBS)  
 Apr 23-27             April Break  
 Wed Apr 25            Administrative Professionals Day

**Open Positions**

- Board/District: **(see above)**
- Start soliciting March/April

Minutes Approved: **Approved by PTG Board as written** Date: **April 18, 2018**