



PTG E-board Meeting April 18th, 2018

Attendees: Superintendent Chip McGee, Jay Nash (School Board Chair), 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), Mandy Underwood (RAL Liaison), Heather Noonan (MIS Liaison), Sally Kellar (MES Liaison), Kelly O'Donnell (PWS Liaison), Lauren Martin (RBS Liaison)

Missing: Bob Jozokos (Administrative Liaison), Jewel Fletcher (BHS Liaison), Tracy Healey (Shadow BHS Liaison)

SCHOOL BOARD UPDATE - Jay Nash

- Will try to have a school board presence at PTG board meetings monthly
- There has been an adjustment made to the free and reduced lunch plan for BEEP and K Plus; the cost to parents that qualify for the program is now lower
- They are currently discussing a policy change proposed by the BHS Administration to remove intercession grades from transcripts.
 - Need to explore alternative educational avenues
- Now is the time to send student and financially focused ideas to the school board. They are headed into a planning retreat mid-May. Bedfordschoolboard@sau25.net

SUPERINTENDENT UPDATE – Chip McGee

- School Safety Meetings are going well.
 - Most school meetings have been completed
 - Lightly attended
 - PWS meeting has been rescheduled for the beginning of May
- \$210,000 to be used for improvements to school entrances
 - Planned for the summer
- School Calendar
 - School will end 6/14/19 the latest and possibly as early as 6/7/19 if no snow days

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

2018/19 FUNDRAISER REVIEW - Final approval: **Approved by board as written**

YEAR IN REVIEW - Principals 5/15 and with Superintendent 5/30

- 9:30 at BCTV-please attend and bring a friend
- Format suggestions
 - Will ask parents for topics/questions to be answered by principals
 - Send list to Molly to distribute to principals

OPEN BOARD/DISTRICT ROLES FOR 2018/19

- Board: Secretary; Treasurer and VP Publicity shadows
 - Shadow VP Publicity: Jen Delisle
 - Shadow Treasurer: Mindy Bator
 - Shadow Secretary: Sarah Lang
 - **All Approved by Board**
- District: Support, Gift Wrap, School Supplies, B&N Co
 - District Support Coordinator: Sonya Van der Meer
 - District School Supply Coordinator: Kelly O'Donnell
 - District Barnes & Noble Co-Coordinator: Regina Dixon
 - District Gift Wrap Coordinator: OPEN

SCHOOL COORDINATORS - Liaisons follow-up to determine school level needs

STAFF APPRECIATION WEEK May 7-11th Final check in

BUDGET UPDATE (Sally)

- ORK & AIR budgets are being underutilized
 - If there is a surplus of funds after all expenses are covered, the remaining ORK and AIR monies will be divided equally amongst the 6 schools
- AIR can be carried over 1 time
 - Liaisons to check with their respective principals to see if they would like AIR rolled over this year

FUNDRAISER UPDATE (fundraisers with updates are in bold)

1. **MEADOW FARMS FUNDRAISER** - Budget \$11,000 vs Actual Profit \$9285.45
 - Seeking District Coordinator
 - Bonus prize offered for selling 5+ items...Inside Scoop coupon for free ice cream (MF will work out logistics and fund)
2. SUPPORT DRIVE - Budget \$10,000 vs. Approx Actual to date \$8,200
 - Seeking District Support Coordinator
 - 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)
 - February results \$92.97 (20% of \$464.86)
 - Dec, Jan and March didn't qualify
 - **Proposal-Discontinue effective immediately (will not promote May and June)**
 - **Board voted/agreed to discontinue Panera fundraiser**
6. YANKEE CANDLE - Budget \$5,500 vs Approx. Actual \$5,075
 - No new updates

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 vs **Approx. Actual \$11,400**

- Total sales \$49,854
- Will need to budget lower next year
 - RBS: \$3720
 - PWS: \$2774
 - MES: \$2482
 - MIS: \$2933

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

- Board sponsor update
 - Over \$7000 currently. Last year around \$10,000
- Poster hanging
- Registration update
 - As of 4/18/18 9:00am, 246 registered
- Millennium Running “In-Kind” Sponsor
- Please like the color run event on Facebook and share it
- Copper Door possible sponsorship as per Lynne Natale
- 5/4/18 – Deadline for “maximum exposure” sponsorships
 - Businesses can still become a sponsor after this date, however promotional material will already be printed; no logos can be added after 5/4

VOLUNTEER APPRECIATION - Schedule within your individual schools

LIAISON REPORTS -

- Must be submitted to Beverly by Friday for inclusion in minutes
- This hasn't been happening and represents our main source of communication between schools and PTG

BHS:

- Jewel and I met with Mr. Hagen on Tuesday 4/4/18
- Discussed that we would be given 1 (or possibly 2) 2018/19 student parking passes to raffle for PTG. Also, we would be given 4 seats and 1 parking spot to raffle for this years' graduation. If BEF declines seats/parking spot, we can have their seats as well.
- Talked about Teacher Appreciation week 5/7-5/11. We will update Mr. Hagen as to our plans, as it gets closer.
- Re: ORK funds: Mr. Hagen will check with Jess Bennett to confirm that Chris Herrin is booked. Chris typically speaks at the end of May. 8th graders will most likely be included this year (8th and 9th grade presentation)
- Re AIR funds: Annie Lederhoes, the ceramics teacher, had a guest artist in on 4/5/18, and plans to have a second artist in at some point.

- Other topics discussed:
- **Safety:** Staff and students practiced lockdown and barricade drills in the classroom. The staff is continuing to discuss how to best communicate in an emergency situation. Mr. Hagen feels cameras in the school would be very helpful.

RAL:

- Midnight Madness was a success
 - 550 kids
 - activities and concessions a hit
- Careers in Science coming up 4/20.
 - Using remaining ORK funds for this
- Well into TAW planning with focus on family donations versus soliciting outside donations

MIS: Report not submitted

MES: Report not submitted

PWS:

- The Scholastic Book Fair ran from April 2-6 - sales exceeded \$12K.
 - We will have 2 new coordinators joining the book fair team next year as one of our two current coordinators are departing
- PWS held its 3rd Annual Father/Daughter dance on April 13th - another fun night attended by over 220 students and their special grown-up.
- The school's Art Show is scheduled for April 19th, featuring art work from every Grade 1 through Grade 4 student.
- Grandparents & Seniors Day is scheduled for Friday, May 4th. New this year is online registration & satellite parking at Target.
- The Mother/Son Fun Night is scheduled for the evening of May 4th - dodgeball tournament, board games, photos & ice cream are planned.
- 4th Grade Chorus' Spring Concert is scheduled for May 16th.
- 2 of PWS's DI teams are heading to Global Finals at the end of May - good luck to Team Emoji & The Pioneers of Treasure as well as all of the other DI teams from Bedford heading to Tennessee.
- Staff Appreciation planning is well underway with a Superhero theme at PWS this year - should be a blast working this theme in throughout the week.

- ORK Events:
 - Tanglewood Marionettes visited our 1st Graders with a performance of "Cinderella" on April 2nd.
 - Eyes on Owls presentation is scheduled for April 17th for the 3rd Grade.
 - John Farrell will perform for an all-school assembly on April 20th.
 - Wildlife Encounters will be in on May 7th to visit 1st Grade.
 - Rocks & Minerals through NH Audubon is scheduled TBD for 2nd Grade

- AIR Event:
 - The STEAM Museum will be visiting on May 16th for 2nd & 3rd Grade.

RBS: Report not submitted

Upcoming topics-

- 2018/19 PTG Calendar - by May board meeting
- 2018/19 Budget (set in May/June, reviewed and approved in September)
- BHS Raffles

UPCOMING EVENTS:

April:

Apr 23-27	April Break
Wed Apr 25	Administrative Professionals Day

May:

May 7-11	PTG Staff Appreciation Week
Tue May 15	9:30am – 10:30am PTG Year in Review with Principals @ BCTV
Wed May 16	9:00am – 11:00am PTG E-board Meeting (@ RBS)
Fri May 18	Stand By Me
Fri May 25	No School
Mon May 28	No School
Wed May 30	9:30am – 10:30am PTG Year in Review w/Superintendent @ BCTV