



PTG E-board Meeting October 17, 2018

BOARD INTRODUCTIONS AND WELCOME: Attendees: Amy Dion (Co-President), Sue Jennato (Co-President), Sarah Lang (Secretary), Sally Thomas (Treasurer), Mindy Bator (Treasurer- Shadow), Kim Beekman (VP of Fundraising), Bob Jozokos (Administrative Liaison), Phil Schappler (Administration Liaison), Anne Mikol (BHS Liaison), Mandy Underwood (RAL Liaison), Heather Noonan (Mckelvie Liaison), Pamm Hughes (Mckelvie Liaison), Kelly O'Donnell (PWS Liaison), Kenn Archibald (Memorial Liaison), Marc Murai (Memorial Liaison), Mike Fournier (Interim Superintendent) Lauren Martin (RBS Liaison) Lynne Natale (VP Publicity)

Absent Members: Jen Delisle (VP Publicity Shadow), Tracey Healey (BHS Liaison), Jay Nash (School Board Liaison)

SCHOOL BOARD UPDATE - Jay Nash

1. The school board is finalizing it's 3 year goes in the next couple of meetings.

The community input that helped generate these was fantastic.

Please keep watching as we fine-tune the language and complete document.

2. Budget season has started. Be on a lookout for mail describing the process and the budget calendar.

The board will start meeting twice-weekly to support the budget process and the details can be daunting.

Your input on budget items is not only welcome but encouraged. Early and often.

3. Your October tax bill is going up. You may be aware of this already, and my note on this may be overcautious, but it hits the pocket-book so I think it's a worthwhile reminder. Earlier this year, Bedford benefitted from an approximately \$4 million-dollar court-awarded payment from the State of NH to makeup for previous underfunding of education grants to our District. That \$4 million was reflected in your previous tax bill as a significant DECREASE in you taxes. Your October bills will be going up in comparison.

4. Thank you for all you do. I don't think we can thank you for your time, goodwill, and personal investment in our schools enough. So I'll say it again here, thank you very much to the PTG and its board.

SUPERINTENDENT UPDATE – Mike Fournier Interim-superintendent Mike Fournier

We are Mid budget season and mid negotiations for the teacher contracts.

Would like to implement 2 new policies

1. The first would be what would be the appropriate protocol if a teacher is asked to go to court. The teachers seem happy to have a protocol to determine the action they should to be taking.

2. Teachers take a Codes of Ethics class before they get their degree. This policy will determine the role that ethics play in the district. The school board currently does not have control on how or if code of ethics are being used.

PTG Sign- The mock up model will be going up and Mr. Fournier invites the PTG to come and see it and share their thoughts. The date for this is not set yet. We are trying to be mindful of the planning board.

APPROVE SEPTEMBER MINUTES

Approved by board as written: 10/17/2018

STANDING RULES A.I.R. funds update (approval needed)

Updated AIR Funds policy

Funds cannot be banked, they must be used in the year they are budgeted. Any unused funds will be put into priorities money, if a surplus remains at the end of the budget year.

A school may request a rollover if the funds are necessary to support a planned AIR program in the following school year that exceeds their budget. The school must provide a written submission with supporting documents (ie quote/invoice), by June 1st regarding the program. Then the outstanding balance will be delivered to them, via check, at the end of the school year (PTG will not hold onto the funds) for them to bank for AIR use in the upcoming year.

Approved by board as written: 10/17/2018

NEW FAMILY WELCOME (RECAP) - Thursday, October 4th at Library; 9:30am and 6:30pm

Thank you to all who came. There was 2 sessions that were attended by 24 families. At least 20 of the families took the folders that were being given out.

COFFEE WITH PRINCIPALS (RECAP)- Thursday, September 27th at BCTV

This was the best attended coffee with principals and there were some new faces.

COFFEE WITH SUPERINTENDENT (RECAP)- Thursday, October 11th at BCTV

The new forum was in place. It was interactive with questions asked by the attendees and answered by Mike Fournier. Perhaps this could be done quarterly and looking to offer an evening one in January.

MEETING ACTION ITEMS

Adding this to the meetings. These action items will be sent to the board after the meeting (separate from minutes) for attention prior to the next board meeting. Action items that could not wait until the meeting will be placed in the next months minutes.

SKI AND SKATE UPDATE

This year the consignors are to pre register and pre tag their items. If items are brought in without being tagged. PTG will charge \$1 per item needing to be tagged. We would like to avoid the rush that we had last year.

- There is a new logo for this year
- PTG is printing flyers to get the notice out to the community and try to get more people interested in the Ski and Skate sale.
- Cardigan Corner: Notice will go out to parents of 8th graders to consign their gear and a notice will go out to the 7th grade parents that they can get ahead start on the gear they will need.

- There is a link on RAL website for the items needed for Cardigan.
- Sign up for volunteering not out yet. Several cashiers will be needed.

DISTRICT CAPITAL PROJECT

There are a few ideas on how the surplus can benefit the whole district.

- Portable stage
- Learning/social programs
- Speakers
- Water bottle filling stations / Non slip mats under (Phil has pricing)
- AED equipment needs to be replaced

-Maybe do more than one of the above mentioned items. Will discuss this next meeting.

RENAMING GRANDPARENTS DAY- Generation Day, Senior Friend Day, Senior Citizen Day, other ideas

Multiple names were discussed but it was decided that we will keep the same name. Grandparents/Senior Day.

ROOM PARENT/CLASS PARTY EXPECTATIONS

The expectations for this have gotten somewhat out of control. Room Parents should not be overwhelmed. Also they should only be asking parents for a money donation once. And not more than \$20. PTG is going to write expectations that will be given to Room Parents. Scaling back on this will hopefully encourage more parents to volunteer.

PTG ON SOCIAL MEDIA

If you have a facebook account, could you please like the PTG page to help get the word out on fundraisers/event.

WITCH WAY PTG PIT STOP-Saturday 10/27 9-11:30am

An email was sent and approved by the board and we will have a booth (pit stop) at the Witch Way Fun Run. We could use more volunteers with set up/ take down.

BLUE RIBBON BREAKFAST

The district will not be attending the blue ribbon breakfast. The administration does not feel it is the best use of their time due to changes in the event. We will continue to appreciate our volunteers through Volunteer Appreciation and other means. The board was in agreement to this.

FUNDRAISER UPDATE (fundraisers with updates are in bold)

1. **SUPPORT DRIVE** - Budget \$8,000 vs. Approx Actual to date \$8,160 (as of 10/11)

- Thank you letter to all supporters to be sent end of October

PTG surpassed the goal. All deposit slips need to be given to Sally.

2. **MEADOW FARMS FUNDRAISER** - Budget \$10,000 vs Actual Profit \$

- Sale ended 10/12
- Bonus prize offered for selling 5+ items...Inside Scoop coupon for free ice cream funded by Meadow Farms
- Initial sales results

Wrapped up and \$27,000 product was sold and the PTG gets 40%. The ice cream incentive seemed to help. There was 160 ice creams rewarded.

3. **GIFT CARDS** - Budget \$5,000 vs Actual Profit (R1 and R2) \$

- Order forms going home 10/19. First due date 10/31
- Breathe NH Fun Pass
- New local retailers...Murphy's Taproom, 1750 Taphouse, Sol Power Yoga, You're Fired

There are new locals this year. Also the stapling seems to be time consuming and this will be looked at next for year.

4. SKI & SKATE - Budget \$13,000 vs Actual Profit \$

- New Logo
- Cardigan Corner
- Board help with hanging flyers around town and volunteer at drop off and/or sale day.
- We need dedicated cashiers!

This was discussed earlier

5. BARNES AND NOBLE - Budget \$1,500 vs. Actual Profit \$

- Looking to add more student performances

6. SCHOLASTIC BOOK FAIR - Budget \$11,000 vs Approx Profit \$

- April 8-12th at Memorial, RBS, PWS, and McKelvie

7. COLOR BLAST FUN RUN/WALK (June 2nd, 2019) - Budget \$20,000

- First committee meeting October 25th 9:15am at Bedford Town Library
- Several people have expressed interested in being on the committee, meeting on 10/25 will give more insight to additional volunteer/committee needs

OPEN DISTRICT POSITIONS

- NEW-District Event Coordinator-coordinate efforts of 6 schools when reaching out out to community for donations for shared events...**FILLED Shauna Collupy**
shaunacollupy@gmail.com

This is so the coordinators don't double dip with the local donations. There are several events that will need this organization.

- Color Blast Co-Coordinator (2) and Committee Members (**See update above**)

LIAISON REPORTS - Memorial not submitted

Peter Woodbury School :

Here is what has been going on at PWS over the last month:

Open House was held on 9/20 – all-school info session was very well attended but made for a long evening. This meeting may be moved to Meet & Greet going forward. The meeting was used to communicate classroom routines, attendance policy, responsive classroom & homework expectations.

Fall Book Fair was held from 9/19-9/21 – similar sales as last fall's fair. Proceeds from the sale will go toward the playground upgrades anticipated in the Spring.

New Kindergarten section went into effect 10/1 – Transition went well with all involved.

1st Grade classes are going to be visiting the residents of Carlyle Place with the hopes of them also visiting PWS

1st & 2nd Grades had a visit from the Bedford Fire Department to discuss fire safety

2nd Grade class (Mrs. O'Rourke) has been collaborating with BHS World Religions class with video conferencing as well as on-site visits at both PWS & BHS

2nd Grade visits to the Massabesic Audubon Center

3rd & 4th Grades have been offered a running club during recess

Community Schoolyard Cleanup on 10/14 – The garden was razed, the cottage was painted & lots of pruning & raking took place to prepare the schoolyard for next Spring's 10 year celebration.

Upcoming events:

10/17: Coordinators' Meeting – periodic meeting with PWS program & event coordinators to discuss programs, issues, etc.

10/18: Math & Literacy Night – New this year is a large Scrabble board for each grade level where each child can add their name.

10/19: Coffee Cart scheduled

10/23: 2nd Grade Scarecrow Jubilee

Late Oct: 4th Grade visits to Little Brick Schoolhouse

10/31: Halloween Parade

Ross A Lurgio:

-successful, but wet, cardigan week. Amazing effort put forth by students.

-re-branding of Witch Way race this year. Daily spirit activities during school day, movie night, Glow dance, shorter course with stations

-upcoming potluck dinner for teachers during conferences

Riddle Brook Elementary:

Riddle Brook is hosting their annual Harvest Festival on Saturday, October 20th. It is a fun event that the staff run for the families that includes crafts, games, a costume contest and more. One of the most favorite parts of this day is the teacher's chili cook off. For the month of October we did a calendar raffle that included gift cards each day and a \$500 cash gift.

The third and fourth grade students prepared speeches and posters this month for the Principal's Advisory. The group that was elected are very excited to represent their classmates.

The second grade sent off their butterflies and celebrated the end of the unit with a butterfly parade.

There have been some new offerings for recess time. The librarian is offering book club, P.E. is hosting physical challenges and the art teacher is offering weaving, jewelry making and more.

Our Principals Council met on September 26th. We are looking into creating a cookbook. It was a hit in 2005. We are also looking into different options for the mother/son dance and possible naming these events something different. We were very excited to see the fundraising at Riddle Brook was able to provide a pirate ship on the playground.

Bedford High School:

Liaisons: Anne Mikol and Tracy Healey

Bill was happy with the welcome back breakfast and attendance by staff

ORK and AIR budget and plans

ORK: Chris Herrin will come this year (pre-pd. using last year's leftover AIR funds). He will come this winter and talk to 9th and 10th graders.

AIR: Mrs. Lederhos is looking into an artist that fires ceramics outdoors.

Blue Ribbon b'fast – Fri. 10/26 – we cannot attend. Mr. Hagen will most likely not attend.

Update on sign – Mr. Hagen is mostly not involved with the process at this point. Mr. Fournier has been working with the town on ways to “be a good neighbor”

Parent Teacher Conferences – we will have Andrea send out a SignUp Genius and will organize a grab and go dinner for teachers on Nov. 1, 4:30-8pm.

Talked about priorities money and asked Mr. Hagen to forward any ideas that could benefit the district.

McKelvie: October, 2018

Attendees: Jen Asdot, Pamm Hughes, & Heather Noonan, Jaclyn Perolin

Meeting Notes

- McKelvie is gearing up for it’s biggest fundraising event of the year- the annual McKelvie Move-a-Thon! Date set for Oct 25th.
- We discussed the use of the Remind App - a quick way to reach out to families and students to help inform them of all sorts of information/events. Some Pods are already using it - might be a way to reach out to more families since we don’t have “Room Parents” to help with certain school/PTG events.
- We discussed Grandparent’s Day and its possible name change. Parking for that day is always tricky... tossed around the idea of asking faculty to park at SAU lot & carpool to MCK to free up space for the visiting seniors.
- We asked for one more push for the PTG Support Drive. We would like to offer an incentive possibly for next year - similar to what the High School does to help promote staff participation.
- McKelvie AIR and ORK programs planning is well underway! The art teacher, along with Jen, are in works with an artist for the back hall mural.

UPCOMING TOPICS

- School Supplies-TeacherLists.com...**review in November** (Kelly)

UPCOMING EVENTS:

October:

- Fri Oct 19 PTG Gift Card Packet Delivered (K-8, BHS online)
- Wed Oct 31 PTG First Gift Card Order Due Date

November:

- Wed Nov 14 9:00am – 11:00am PTG E-board Meeting (@ BHS)
- Fri Nov 16 PTG First Gift Card Delivery to Families
- Fri Nov 16 5:00pm – 8:00pm PTG Ski & Skate Drop Off @ BHS
- Sat Nov 17 9:00am – 2:00pm PTG Ski & Skate Sale @ BHS
- Wed Nov 28 PTG Second Gift Card Order Due

END OF MEETING

Approved as written: 11/14/2018