



## **PTG E-board Meeting March 20, 2019**

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

*Absent Members: Mindy Bator (Treasurer- Shadow), Jen Delisle (VP Publicity Shadow)*

### **SCHOOL BOARD UPDATE - Jay Nash**

The next School Board meeting will be dealing with the repercussions of the budget unfortunately not passing. However the teachers contracts have passed. The school board would like each principal to create a list of items that can be cut to help with succeeding with using the default budget.

During the next meeting the PTG will have a public hearing about the donation money for the water bottle filling station. Afterwards the check will be presented to the district.

### **SUPERINTENDENT UPDATE – Mike Fournier**

There is a candidate that has been nominated for the position of Principal of McKelvie. In total there was 15 people who applied for the job. The committee that helped decide on the candidate that would be nominated was made up of parents as well as school administration. The hiring season has started and there is a need for a new Tech Director.

While the coffee with the superintendent was in attendance the parents that did attend asked really great and thoughtful questions.

### **APPROVE FEBRUARY MINUTES - Approved by board as written**

**PARENT FORUMS-Request for help setting up parent forums with Bob and Tom Laliberte**

Here's a [link to the school board goal](#) that the forums will discuss

Bob and Tom will meet with interested parents from each school to discuss this. They will work with Liaisons to arrange

**Electronic Sign Plaque:** The board discussed if we are going to add a year to plaque and decided that no year will be added and instead we would like the plaque to have Bedford PTG logo with the apple instead.

### **WATER BOTTLE FILLING STATIONS**

The check will be presented to School Board on 3/25 after the public hearing about it. RBS and PWS are the first priority for a water bottle filling station since they have none. Then McKelvie will get the rest of the money to place a station in the upstairs hallway.

## COLOR BLAST UPDATE

- Registration is OPEN
- Sponsorship Update
- Marketing update
- School/Community posters

Hannaford reached out about a cash donation and food donation. For staff appreciation week the liaisons should not be reaching out to them. Posters were brought in for each liaison to hang up at their respective school. Also School codes sent to liaisons for 4-pack giveaway. Please “like” and “share” about the color run on Facebook. Also if anyone knows any more companies they can reach out to for sponsorship then that would be great. So far numbers are looking good for registration!

## FUNDRAISERS 2019/20-Preliminary list -

**Gift Wrap:** Company update: Genevieve is a new company that has taken over, and this results in new products including candles.

**Gift Card proposal:** Since next year Hanukkah falls later than normal we could do just one gift card year. But the following year we would need to go back to 2 rounds. We have decided to keep it the 2 rounds so we don't confuse parents.

**Barnes and Nobles:** Per new policy our earning % has been cut in half. Due to several factors including earning potential and participation As of right now, board voted that B&N will be cut from our fundraising list. However we would still like to view all the artwork from the students. Hosting an art night with all the art on display might be a viable option for parents to view all the work the students do. We could also get the Lurgio and/or the MCK band to play that night as well. Further discussion needed.

Final approval of the fundraising list will be in April (initial budget will be based off of April approval) then present to Mike, and then School Board in June.

## STAFF APPRECIATION WEEK- May 6-10

- Further discussion about plans/budgets etc.
- Be sure to utilize Shauna/District Event Coordinator
- BUDGET: BHS-\$850, RAL \$625, Mck, Mem, PWS and RBS \$550

As the liaisons are planning please remember that we are toning it down a bit since this can put a lot of pressure on the volunteers.

It would be great if liaisons could idea share and work collectively on things. Please be sure to keep your volunteer coordinators and/or hospitality coordinators in the loop on the goal of a more manageable week. Shauna should be utilized to make the same company isn't being asked over and over.

## OPEN ROLES FOR 2019/20 -

- Board: RAL Liaison, RBS Liaison
- District: Lower ORK, Program Research Coordinator
- School level: Liaisons follow-up to determine school level needs

Open roles will be advertised in the principal notes and in the April PTG newsletter

SCHOLASTIC “DINO-MITE” BOOK FAIR - April 8th thru 12th at PWS, RBS, Mem, and Mck  
Just a reminder that the book fair is coming up and to have the coordinators send out a sign-up genius for volunteers.

## **FUNDRAISER UPDATE/RECAP (fundraisers with updates are in bold)**

1. SUPPORT DRIVE - Budget \$8,000 vs. Actual to date \$8,576

2. MEADOW FARMS FUNDRAISER - Budget \$10,000 vs Actual Profit \$11,237.56
    - Sales results from MF total sales: \$27,066.50
  3. GIFT CARDS - Budget \$5,000 vs Actual Profit (R1 and R2) \$5,667
    - Total Sales/Profit \$84,852/\$5,667 vs Last year \$85,780/\$5,557.80
  4. SKI & SKATE - Budget \$13,000 vs Estimated Actual Profit \$18,500
    - Total sales over \$113,000
    - Had 7 vendors and delivered just over 200 checks to consignors
  5. BARNES AND NOBLE - Jan 25-27. Budget \$1,500 vs. Actual Profit **\$341.12**
    - **\$489.12 from B&N less art expense of \$148 resulted in \$341.12 profit (**
    - **Significantly lower than prior years.**
- [Discussed Above](#)
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
    - Update above

## LIAISON REPORTS -

### **McKelvie** :PTG Liaison Report McKelvie-March

- Were not able to meet with Jen Ascot this month.
- Fabulous coffee cart on March 15th. Teachers and staff loved it.
- ORK
  - 6th grade-going to go to the Museum for the Egypt exhibit next year. Have to book a year in advance
  - 5th and 6th grade-working on presentations from the Academic Entertainment website
- Working with all coordinators on Teacher Appreciation Week plans. This year's theme is "Camera, Lights, Appreciation." Featuring a VIP room with goodies throughout the week

### **Ross A Lurgio:**

- ongoing AIR literature- themed meal outside Media Center
- Read-A- thon raised over \$5000, \$755 to PTG, over 5000 books donated to CLIF foundation, Manchester schools and Families in Transition
- Lurgio school play this weekend, Little mermaid
- GP day 3/21, watch dress rehearsal of play
- upcoming Midnight Madness 4/5

### **Memorial:**

In Attendance:

Phil Schappler, Principal

Marc Murai, PTG Liaison

Kenn Archibald, PTG Liaison

Volunteer and organizing needs were discussed for several upcoming events including Spring Fling (3/29), Book Fair (4/8-4/12), Bingo Night (4/10), Small and Tall Dance (5/3).

Kid Vote results are in, and Aladdin Trouble was the winner, though voter turnout was low.

First graders are planning a field trip to the See Science Museum in Manchester, and will possibly use ORK funds to offset transportation costs. A benefit of attending the Museum is that students will get to participate in 4 separate educational programs throughout the day, if the museum staff came to the school, students would only get to experience 1 of the programs.

Year to date Kindergarten registration is continuing at a slower pace than last year. But due to the enrollment numbers of the current Kindergarten we are only about 11 new students shy of needing a 5th 1st grade teacher for the 2019-20 school year. We are also only 4 new students short of needing an additional 3rd grade teacher.

In response to PTG queries about the B&N event, some teachers who attended mentioned the lack of an on-site coordinator (either from the PTG or B&N) led to some confusion and disorganization.

Students are currently participating in a variety of Read Across America events, which will culminate in a presentation at the All School Meeting.

SAS testing, and Tripod Surveys are coming up soon. There will be a big push to have parents opt-in to the Tripod Survey in order to get more relevant demographic information. Next year we are hoping to include the opt-in process with registration material that must be completed online (via infosnap at the time of student enrollment).

**Peter Woodbury:**

3/12 – Kids vote – extra recess won for PWS. It will be held on Friday, 4/19. Looking for ways to better promote getting out the vote for next year – for both students AND their parents

3/20 – Spirit day – Wacky Wednesday

3/22 – Coffee cart scheduled

3/29 – Daughter's Night Out

4/8-12 – Book Fair – planning is well underway for a great week

4/18 – Art Show

Discussion on better ways to communicate weekly blog to families – text with link was sent this past week and Cheryl asked for feedback if text or email was preferred.

Grandparents Day coordinators have met with Cheryl and Dan. Minor tweaks to transportation plan this year – still using the satellite lot at Target but will use 2 large busses instead of the small ones. Event is scheduled for Friday, 5/3.

Staff Appreciation Week – 5/6-5/10 – committee meeting this week to kickoff planning

School-level coordinators – almost all positions need a co-, shadow and/or coordinator for next year  
Currently working on filling positions

Upcoming ORK:

- 3/20 – Plymouth State TIGER “Brand New Day” - 3<sup>rd</sup> & 4<sup>th</sup> grades
- 4/19 – Spain Brothers musical performance – all school
- 5/17 – Tanglewood Marionettes “The Dragon King” - 1<sup>st</sup> grade

**Bedford High School:**  
**Meeting with Mr. Hagen**

**Anne Mikol and Tracy Healey attended**

**PTG Raffles**

Discussed setting up a table at various BHS events, to sell Grad Seat and Parking space raffle tickets.  
We’ll coordinate with Rebecca Noe and/or Corey Parker.

Mr. Hagen will add the raffle details and link to the top of Principal notes for a few weeks.

We will try to be at the following events:

- 3/25 Spring Meet the Coaches Night
- 3/29 Bedford Idol
- 4/1 Jazz Band Concert
- 4/5 Battle of the Bands
- 5/21 Band Concert

Senior Project presentations

Home games for Spring sports

**Upcoming**

Planning our Brownie Surprise for Tuesday 4/9, during 2<sup>nd</sup> block.

Anne and I will reach out to Sr. Advisor, Ann Devito, to talk about PTG’s donation to the Senior Banquet and see how else we can help.

**AIR Funds**

Mr. Hagen will request an invoice from Robbie Zeller for the ceramics artist’s visit last Fall. He doesn’t know of any plans to use remaining funds.

Riddle Brook: Not submitted

**UPCOMING TOPICS -**

- Math Superstars Teacher Survey results (April)
- Fundraisers for 2019/20 (finalize in April)
- Preliminary Budget (May)
- 2019/20 Calendar of events

**UPCOMING EVENTS:**

**March:**

- Fri Mar 29 David Flood presentation at BHS and RAL

**April:**

- M-F Apr 8-12 Scholastic Book Fair (PWS/RBS/MEM/MCK)
- Wed Apr 17 9:00am – 11:00am PTG E-board Meeting (@ BHS)
- Wed Apr 24 Administrative Professionals Day

**May:**

- Fri May 3 PWS Seniors/Grandparents Day
- M-F May 6-10 PTG Staff Appreciation Week
- Wed May 8 Nurses Day
- Thu May 9 9:30am – 10:30am PTG Year in Review with Principals @ BCTV
- Tue May 14 RBS Seniors/Grandparents Day
- Wed May 15 9:00am – 11:00am PTG E-board Meeting (@ BHS)
- Thurs May 16 Memorial Seniors/Grandparents Day
- Fri May 17 McKelvie Seniors/Grandparents Day
- Tue May 21 9:30am – 10:30am Coffee with Superintendent at Town Library
- Fri May 24 No School
- Mon May 27 No School
- Fri May 31 **All Reimbursement requests due to Treasurer**

END OF MEETING

**Approved by Board as written: April 17, 2019**