



PTG E-board Meeting April 17th, 2019-Meeting Minutes

Attendees: Sue Jennato (Co-President), Amy Dion (Co-President), Mike Fournier (Superintendent), Jay Nash (School Board Liaison), Sally Thomas (Treasurer), Phil Schappler (Administration Liaison), Mandy Underwood (RAL Liaison), Kelly O'Donnell (PWS Liaison), Lauren Martin (RBS Liaison), Kim Beekman (VP of Fundraising), Anne Mikol (BHS Liaison), Tracy Healey (BHS Liaison), Marc Murai (Memorial Liaison), Kenn Archibald (Memorial Liaison), Jen Delisle (VP Publicity Shadow)

Absent Members: Sarah Lang (Secretary), Bob Jozokos (Administrative Liaison), Heather Noonan (McKelvie Liaison), Lynne Natale (VP Publicity), Pamm Hughes (McKelvie Liaison), Mindy Bator (Treasurer- Shadow)

SCHOOL BOARD UPDATE - Jay Nash

-2019/20 Calendar set, 6/12/20 last day of school; graduation tentative date of 6/6/20

-At April 29th School Board meeting working on policy adjustments including Technology manual

-School District Objectives-Beginning to discuss academic and strategic goals

-Jay reiterated to think twice before posting things about kids on social media. Even without names, they can be identifiable.

SUPERINTENDENT UPDATE – Mike Fournier

School Board Clerk position open-100 hours/year. Attend or watch school board meetings and submit minutes

Bullying task force tab has been added on website under parent resources

Community rumors-Mike encouraged parents to call teachers principals and /or SAU office for correct information

Group discussed if PTG could add something to P-notes to remind parents to be respectful with Social Media posting (Amy and Sue will look into)

APPROVE MARCH MINUTES-Minutes approved by board as written

COLOR BLAST UPDATE

- Registration Update -247 runners to date
- Sponsorship Update \$14,275 sponsor dollars received to date
- Volunteer Needs -Seeking board to help at event. Sign up will come out after April break
- Marketing update
- PSA's have been recorded and are playing on our local radio stations
- press release in the Bedford Bulletin recently. There should be another one in the Bedford Journal soon. A request was made to editors in BOTH publications to print in the Nashua Telegraph and Union Leader.
- Sandwich board signs will be up in community the week of 4/29
- Please continue to like and share our posts on Facebook.
- While we have been busy promoting the Color Blast, there have been other things we are working on. Please be sure to send along pictures of PTG events happening at your schools.

FUNDRAISERS 2019/20-Final List for approval-Approved by Board as listed here:

Support Drive (Sept)

Gift Wrap (sale runs 9/27-10/11)

Move-a-thon (donation) (Oct)

Ski and Skate (Nov)

Gift Cards including Fun Pass (orders due ~11/6 and ~12/3)

Scholastic Book Fair (April)

BHS Raffles (Grad Seat and Parking Spot) (Apr-May)

Color Blast (June)

Other: AmazonSmile (ongoing)

RAL Read-a-Thon (donation) (Feb)

Additional Misc

Fundraisers will be presented to Mike, then to School Board (as FYI).

BUDGET UPDATE (Sally) Sally reviewed ORK and AIR spending by school, large balances still remain at several schools

- ORK/AIR spending
- AIR review Funds can be paid out at end of year if a program is lined up for next year (invoice or documentation needed). Otherwise they do not rollover.

Discussed how we can help schools spend their funding. Phil expressed teacher concerns over timing for programs and balancing all that needs to be done in the classroom.

Discussed finding new ways to spend funds but staying within PTG mission

New Program Research for next school year can help with this.

Further discussion needed to review PTG mission, programs, fundraising to ensure they are all in sync.

Explore ideas like Build Kits, Kiwi boxes, magna tiles, hands on activities. Things that could be used during indoor recess or other "down time" that won't take away from class time.

Reach out to John Boucher/Checker Hanson for curriculum ideas

Discussion was tabled due to timing, but will be ongoing.

MATH SUPERSTARS SURVEY REVIEW & PROPOSAL -Proposal reviewed.

Board approved proposal to remove Math Superstars from PTG budget and volunteering needs.

Worksheets will still be available online for teachers and parent to use as they wish.

Open discussion for possible replacement programs...again stems back to time that is available in classrooms.

DIG is not an option due to extensive volunteer training needed may be an option.

Can It's a GAS be combined with a Science component? (Kenn will review)

GAS is being updated at all schools with help of Catherin Weeks and budget will be reviewed.

Further discussion needed for if/what a MSS replacement should be

UPDATED STANDING RULES

PTG Administration Board Rotation: Two School Administrators (either Principal or Assistant Principal) shall share a seat on the PTG board (see By-Laws for more info). Term is 2 years (typically first year as a shadow and 2nd year as the lead) and Administrative Liaisons will overlap for one year. To ensure all schools have an opportunity to serve on the PTG board, suggested rotation within the schools will be as follows: McKelvie, PWS, RAL, RBS, BHS, Memorial (if feasible for Administrators).
Approved by Board: 4/17/19

PTG Co-President Position: It is recommended that the person serving as PTG Co-President should have served on the Executive Board for at least one year in another position prior to stepping into the Co-President role. Exceptions may be reviewed/made by the PTG Board, majority vote required for approval. .

Approved by Board: 4/17/19

PTG Board Meeting Minutes: PTG Secretary will submit a draft of proposed minutes to Co-Presidents within one week of Board meeting. Liaisons must submit liaison notes for inclusion prior to this. Minutes will be shared with Board prior to next board meeting and then finalized/approved at meeting.

Approved by Board: 4/17/19

PRINCIPAL AND SUPERINTENDENT EVENTS:

- Thurs May 9, 9:30am – 10:30am PTG Year in Review with Principals @ BCTV
Question and answer format. Need questions/topics from community. Liaisons asked to submit 1-2 questions per school. Please try to attend, at least one person from each school should be present.
- Tues May 21, 9:30am – 10:30am Coffee with Superintendent at Town Library

Jen Asdot will replace Bob Jozokos on PTG Board as new Admin Liaison. Board meetings next year will take place at McKelvie.

Pathways to Graduation-Schools will issue sign up genius to get attendees. BHS is full. Elementary schools will look to do one sign up

REIMBURSEMENTS DUE TO SALLY BY 5/31 -be sure to remind your volunteers and coordinators

STAFF APPRECIATION WEEK- May 6-10 Final Check In

Discussed ideas for luncheon places/caterers. Encouraged to share with Shauna so she can create database.

Budgets to be re-set next year based on updated staff counts. PTG will try and focus enough funds to cover luncheon. Beyond that schools will need to focus on donations and cost free ideas. Reminder to keep event manageable from a spending and volunteer stand point.

- BUDGET: BHS-\$850, RAL \$625, McK, Mem, PWS and RBS \$550

OPEN ROLES FOR 2019/20 All open District roles and Board roles are filled or in process of being filled.

- Board: RAL Liaison, RBS Liaison
- District: Lower ORK (Emily Tolson), Program Research Coordinator (Sarah Paris)
- School level: Liaisons follow-up to determine school level needs

SCHOLASTIC "DINO-MITE" BOOK FAIR - RECAP- Estimated profit over \$12K, still finalizing close-outs

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
 - Payout structure offered by B&N has been changed resulting in lower profit
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 - By school. **Reports need to be turned into Sarah by Friday!**
NOT SUBMITTED: Memorial, Riddle Brook, McKelvie, Lurgio

Bedford High School:

BHS PTG Liaison Meeting

4/9/19

In attendance:

Bill Hagen

Bob Jozokos

Anne Mikol

Tracy Healey

Discussed

Using the PTG database to reach out to BHS parents for a panel discussion on graduation pathways for students with divergent learning progressions. Anne and Tracy will solicit participants for a Thursday, May 9 meeting at BHS.

Asked Bill for an invoice from visiting ceramics artist for AIR funds. Received the invoice after the meeting and will forward to Sally.

Bill will promote Parking Space and Grad Seat raffles in P-notes for 2 weeks in May.

Current totals:

Parking \$320

Grad. \$40

Upcoming events to sell tix: 5/21 Band Concert and Senior Project days

Gave Bill status update on sign per last E-board meeting

Immediately after our meeting, PTG sponsored Brownie Cart made the rounds. Volunteers delivered treats to all BHS students and staff.

Up next:

Teacher Appreciation week

Peter Woodbury:

Scholastic Book Fair wrapped last week. Overall, sales were good considering limited sales hours.

Staff Appreciation Week planning in good shape – this year's theme is Teachers Make a World of Difference. The week will feature a world travel/world culture theme.

Getting the word out on filling Coordinator roles at PWS

3/29 – Daughter's Night Out dance – attended by over ~220 PWS girls and their special guest – very successful event.

4/17 – Spirit Day – Students dress like a Teacher, Teachers dress like a Student

4/18 – Jump Rope assembly closing out the Healthy Heart Challenge featuring staff & 4th Grade rope jumpers

- 4/18 – PWS Art Show
- 4/19 – Coffee Cart
- 4/19 – ORK - Spain Brothers music concert – all school
- 5/3 – Grandparents' & Seniors' Day at PWS
- 5/5 – Schoolyard Spring Spruce-Up
- 5/7,5/10 – ORK – Project Nature's Earthtales Program: "And the Good Brown Earth" – 2nd Grade
- 5/10 – ORK – Wildlife Encounters – 1st Grade
- 5/14-15 – 1st Grade & Kindergarten Orientations
- 5/17 - Son's Night Out
- 5/21 – AIR – Sky Dome Planetarium – all school

UPCOMING TOPICS

- Preliminary Budget (presented in May)
- 2019/20 Calendar of events (presented in May)
- Tally of volunteer hours needed for each board member
- Ideas for Community Event/Speaker for 2019/20 **If we keep in budget we need ideas soon as to who we might want to bring in since some speaker book months out.**
- June final informal board meeting date/time/location- **Date set for 6/5 11:30-1pm at Lynne's. Some conflicts due to PWS 4th grade BBQ. Doodle will be sent out to see if moving to a brunch time or 6/7 is better for majority.**
- Form Special Committee to explore District Art Show

UPCOMING EVENTS:

April:

- 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
- May 24 & 27 No School
- Fri May 31 **All Reimbursement requests due to Treasurer**

Approved as Written: May 15, 2019