



PTG E-board Meeting September 19th, 2019

BOARD INTRODUCTIONS AND WELCOME: Attendees: Sue Jennato (Co-President), Amy Dion (Co-President), Sarah Lang (Secretary), Mindy Bator (Treasurer), Phil Schappler (Administration Liaison), Jen Asdot (Administrative Liaison), Chelsea Donahue (RAL Liaison), Heather Noonan (McKelvie Liaison), Emily Sheff (PWS Liaison), Kenn Archibald (Memorial Liaison), Mike Fournier (Superintendent), Sonya Van der Meer (VP Publicity), Anne Mikol (BHS Liaison), Tracy Healey (BHS Liaison), Sonya Van Der Meer (VP Publicity), Lauren Martin (RBS Liaison),

Absent Members: Kim Beekman (VP of Fundraising), Marc Murai (Memorial Liaison), Kelly O'Donnell (PWS Liaison), Pamm Hughs (McKelvie Liaison), Jay Nash (School Board Liaison)

The Bedford Parent Teacher Group (PTG) was developed to create a working partnership with parents, teachers and school administration to foster a cooperative, enriching learning environment for the students in the Bedford School District.

The purpose of the Bedford PTG is to enhance and support the educational experience of the Bedford School District, to develop a closer connection between school and home by encouraging parental involvement, and to improve the environment in the Bedford School District through volunteer and financial support.

Bedford PTG provides enriching educational opportunities and community events for the staff, students, and families in the Bedford School District; and helps to support the individual needs of our Bedford schools.

BOARD INTRODUCTIONS AND WELCOME

- SCHOOL BOARD UPDATE - Jay Nash

1. Welcome back and thank you for all you do.
2. The School Board is beginning the budget cycle - you'll see board meetings begin to take on a decidedly financial tone in the next month.
3. The School Board operating budget did not pass last year, so you can expect to see some topics return; Turf, Energy-conservation investments, Sprinklers, etc.
4. You and your members should know that the board is always looking for feedback and suggestions;

The entire school board can be reached by email at bedfordschoolboard@sau25.net or, you can contact individual school board members if you prefer

<https://sites.google.com/a/bedfordnhk12.net/bsd/school-board>

- SUPERINTENDENT UPDATE – Mike Fournier

1. The board is working on a budget that will pass
2. Focusing on capital expenditures such as building and ground improvements.
3. The board will be looking into energy projects as well.
4. The first district goals video came out. There are a few more potential videos that are in the works.
5. Vaping- this is a large focus. This is a problem that has to be addressed immediately.
 - Bringing awareness to parents and kids as to the dangers
 - Bring in a speaker to inform the community.

Other items discussed:

1. Full day kindergarten
2. Increase support for stem and for students who currently need more help

3. Volunteering

BOARD EXPECTATIONS- Amy Dion will be stepping down from her co-president role. Sonya Van Der Meer will be filling this role. The board voted and passed Sonya into her new role.

APPROVE MAY MINUTES- Approved by board as written

REVIEW BYLAWS, STANDING RULES, & CONFLICT OF INTEREST (approve updates):

Updates reviewed and approved by board

2018/19 RESULTS, PRIORITIES MONEY and SURPLUS - The board went over last years budget and results. Surplus will be discussed further in the coming meetings. However, after meeting with the principals it seems that all schools are in need of projectors.

Updated method for calculating cash reserves discussed.

2019/20 BUDGET - Review and Approve - Budget approved by board - 09/19/2019

- Budget and deposit procedures - When liaisons have any receipt slips, please get them to Mindy asap.
- PTG Bank Stamps
- Event Budgets-must be shared with coordinators by liaisons Please be sure committees work together when planning and spending for events. It is important to stay within the budgeted amounts. Also, remember we have Shauna as District Event Coordinator

COLOR BLAST FUN RUN

- 2017: Profit \$23,500, 895 registered runners, over \$10,000 in sponsorships
- 2018: Profit \$28,200, 971 registered runners, over \$13,000 in sponsorships
- 2019: Profit \$31,427; 977 registered runners, over \$19,000 in sponsorships
- Date set for Sunday, May 31 2020

The committee for the Color Run will be starting up soon and are looking for members.

COMMUNITY SPEAKERS: There are a few speakers that PTG would like to bring in. As well as provide co-sponsorship with BeBold and some of their speakers that also fit into our mission statement. Some topics the speakers could be covering are, stress, anxiety, anti-vaping, and growth mindset.

ORK/AIR ROLES - Elementary ORK/AIR Coordinator and Program Research Coordinator
New coordinators, Emily Tolson and Sarah Paris have taken over these role. ORK/AIR database created. Review budgets with principals on a regular basis

MONTHLY LIAISONS REPORTS - send to Sarah monthly for inclusion in minutes no later than Friday after Board meeting

PTG CALENDAR UPDATE: The board went over upcoming events and an overview of the coming school year.

MARKETING UPDATE-New Materials The Bedford PTG purchased a spot on the Bedfordopoly to help support the students creating it. The tri-folds and the PTG bulldog should be utilized during events or booths at any of the schools.

VOLUNTEER FORMS -Utilizing Google Forms to collect information. The board went over the projected numbers thus far. Then came up with ways we could get the word out about signing up to be a volunteer.

IT'S A GAS PROGRAM UPDATE: Kenn/Lisa Nash have taken over this program and will keep the PTG in the loop when they have more updates. They are currently looking into different ways to implement this program. Feedback from the teachers are: 1. Do not cut the arts. 2. Please do not take more time from the teachers.

SUPPORT DRIVE (Budget \$7,500) Actual to date...

- Envelopes sent home K-6 only this year
- RAL and BHS-envelopes left at school for staff and parents (in office)

MEADOW FARMS FUNDRAISER (Budget \$10,500) - This fundraiser is rolling out soon and the Inside scoop is providing the same deal as last year.

- Running 9/25-10/10. Packets going home K-4. Online ordering code available for McK, RAL and BHS
- Bonus prize offered for selling 5+ items...Inside Scoop coupon for free ice cream (MF will work out logistics and fund)

COFFEE WITH PRINCIPALS - Friday, September 27th 9:30am at BCTV

COFFEE WITH SUPERINTENDENT - Monday, October 7th 9:30am at Town Library
This will continue with the same small informal format as last year. A sign up genius will be going out shortly.

NEW FAMILY WELCOME - Wednesday, October 2nd at Town Library; 9:30-10:30am and 6:30-7:30pm

- Reps from each school at both sessions
- Invite Principals
- Information folders for families

So far we have 22 families signed up for the New family welcome.

GIFT CARDS (Budget \$2,000)

- Update on offering local only and Breathe NH Fun Pass
- First round starts Friday 10/25
- Order forms home K-8, BHS online

This year we will continue with 2 deliveries. New this year, we are only offering gift cards from Bedford businesses.

OPEN DISTRICT POSITIONS

- VP Publicity

- District Book Fair
- Committee spots open for Ski, Skate and More and Color Blast

The board is looking to fill these open positions and are looking for more volunteers for the committees.

LIAISON REPORTS -

BHS PTG Liaison Report

Meeting: Wed. 7/31

In attendance:

Bob Jozokos

Anne Mikol

Tracy Healey

Discussed details for Staff Welcome Back breakfast on Fri. 8/23. Bob will ask staff to make support donations at that time.

Made plans to have Liaison meeting the 1st Thursday of each month at 8:30am

Will forward PTG budget for BHS events to Bob.

After meeting additions:

We collected \$628 in staff donations. Names of those that donated were entered into our gift card raffle. The winners are:

Heather Wardwell, Jon Cannon, Wendi Hieronymus, Bob Jozokos, and Nadine Palmer

Up next:

Next Liaison meeting Thursday, 10/3

Dinner for Teachers on parent/teacher conference eve., Thurs. 10/10.

RAL:

New this year, advisory group. 12 kids per staff member meet weekly to build a better bond in the school community and foster social and academic growth as well as decision making.

Sports are underway with approximately 200 sign ups and with funding available for a new coach there was no need for cross country cuts.

There will be no Witch Way 5K, it is being replaced by Witch Way to Wellness, a weeklong mind and body wellness week ending with a Halloween day fun learning celebration.

RBS:

We began the year with a delicious breakfast for staff. There was a good turnout for volunteer breakfast. We have over 130 volunteers. RBS gained a wonderful volunteer coordinator, Emily Tolsen. She has helped to fill a lot of roles at the school and we are excited for a new school year. 4th grade has begun to spend their ORK funds with some new authors to enhance their writing curriculum. Back to School Night was a large success with a huge turnout as always. We had a book fair that was a huge success.

PWS:

Overall, the start of the year was great. Volunteer numbers are up and many new faces are looking to join and head committees. Per Cheryl, Grade 4 is looking to have Carrie Cariello come in to do a session on creative writing. Cheryl and Dan have been going grade to grade discussing kindness and bullying with the classes, reading age-appropriate books with the class and engaging in discussions on how to spread kindness, etc. Parent pickup process has changed this year to ensure all IDs are checked daily until teachers become familiar with parents doing daily pickup. Process is going well. Finally, both PWS and PWS volunteers are looking to increase social media presence this year. PWS school page is highlighting classroom activities or staff members each week and volunteer page is looking to engage with Instagram to increase the interactions with parents/ families of students.

Volunteer Orientation was on 9/6 with a great turnout and a new "job fair" format that seemed to be well received. Open House is 9/19, picture day is 9/24, 4th Grade Cardboard Challenge is 9/27, Room Parent lunch is 9/27.

MEM:

Memorial PTG Liaison Meeting

9/13/19, 9:00AM

In Attendance:

Phil Schappler, Principal

Marc Murai, PTG Liaison

Kenn Archibald, PTG Liaison

Enrollment for the 2019-2020 school year is down slightly below predicted levels, particularly for the Kindergarten class (after a substantially large bubble year in 2018-19).

Last year's large kindergarten class size has required the addition of a fifth 1st grade class. Cindy Zibel, who was hired as the additional K teacher last year, has been rehired to teach 1st grade.

The school is fully staffed, and all our teacher's aide and para professional positions have been filled.

The school, along with the district, will be focusing on establishing better communication standards for parent/school communications. Some of this will be accomplished by evaluating current terminology and adjusting to help eliminate confusing or similar terms, and to ensure consistent language is used across the entire school and professional learning community.

2020-2021 Budget season has begun, and Memorial will again be looking for funds to add a bathroom to the nurses office.

At the request of the coordinators, Memorial will be moving our annual Math and Literacy Night to from the fall to January this year.

Chorus has also begun, and has 85 (!!) students enrolled.

There has been a change to the strings program offered through Manchester School of Music, which will include a increase in fees for students enrolled in the program.

Our volunteers will be treating our teachers and staff to a Fall coffee cart on Oct 7th.

Marc is also proposing a Year Book for Memorial (which both RBS and PWS already offer).

We have unexpectedly lost both our Gift Wrap/Gift Card Coordinator and our It's a GAS coordinator. The volunteer team will fill in for Gift Wrap, and Kenn Archibald will step in at IAG until a new Coordinator can be recruited.

Our volunteer signups are down about 40% over last year, but our Support Drive donations are up 100%.

MCK:

- McKelvie kicked off a great beginning of a new school year with a delicious Back to School Breakfast for the wonderful staff sponsored by the PTG.
- McKelvie hosted two Back to School nights for 5th and 6th grade parents in which communication was a central theme.
- The PTG hosted a well attended Parent Volunteer Meet & Greet. We highlighted several different opportunities in which parents can be involved at McKelvie.
- Plans for the McKelvie Move a Thon are well under way! This is the largest fundraiser that McKelvie hosts and all proceeds go directly towards continuing to provide students at McKelvie with programs, materials and learning environments that support the students

Upcoming topics-

- Ski, Skate and More Sale
- Form Special Committee to explore District Art Show??

UPCOMING EVENTS:

September:

Thu Sep 12 9:30am – 10:30am PTG District Coordinator Mtg @ Town Library
Wed Sep 18 9:00am – 11:00am PTG E-board Meeting (@ McK)
Wed Sep 25 PTG Gift Wrap Sale Starts (K-4 Brochures, McK/RAL/BHS online)
Fri Sep 27 9:30am – 10:30am PTG Coffee with Principals @ BCTV

October:

Wed Oct 2 9:30am – 10:30am PTG New Family Welcome @ Town Library
 6:30pm – 7:30pm PTG New Family Welcome @ Town Library
Mon Oct 7 9:30am – 10:30am PTG Coffee w/Superintendent @ Town Library
Thu Oct 10 PTG Gift Wrap Orders Due
Wed Oct 16 9:00am – 10:00am PTG Gift Wrap Tally Day (time tentative)
Wed Oct 16 9:00am – 11:00am PTG E-board Meeting (@ McK)
Fri Oct 25 PTG Gift Card Packet Delivered (K-8, BHS online)

END OF MEETING

APPROVED AS WRITTEN: October 16, 2019