

($\frac{2}{3}$ of board members)

- 2023/2024 is a review year - A few minor changes to ByLaws made which need board vote - **Board voted to approve all changes.**
- [PTG Standing Rules](#) - Please review and be familiar with. Current standing rules presented. Some updates are expected at the next meeting.
- Reminder for social media posting/photos - No photos of students taken during volunteer events can be posted on social media due to privacy rules. Photos of tables or food displays are fine. Liaisons need to share this with all volunteers.
- Attendance at PTG Events
- [Conflict of Interest](#) - please review and be familiar with
- Liaison monthly meetings with Principals - Goal is for better PTG communication with school staff. Each school has a Faculty/Staff liaison. Liaison should look at Coordinator list to see who that person is and confirm they are still doing the role. The Staff liaison should attend PTG liaison/Principal meetings as they can or Liaison can send a summary email to the Staff liaison.
- Communication
 - School level coordinators - Liaisons need to be in contact with their school level coordinators
 - Staff contact for ORK/AIR

APPROVE MAY MINUTES ***** VOTE *****

- [MAY 2023 MEETING MINUTES](#) **Approved as written by Board**

BUDGET

2022/23 YEAR END BUDGET RESULTS, PRIORITIES - Discussed success of Color Blast

2023/24 BUDGET - Review and Approve - Reviewed updates to the 23/24 budget from what was presented to the board in May.

Income

- SUPPORT DRIVE
 - Starts 8/30/23
 - Envelopes with memo sent home K-8 this year

New District Support Coordinator - Jessica Walsh

Kelly O'Donnell will handle the banking piece of the support drive

Will be sending envelopes only (no memo) home PreK-8

Will do a Support newsletter once school starts

- GIFT WRAP FUNDRAISER
 - Sale runs 10/4-10/20
 - Packets going home K-4. Online ordering only for all schools
 - Bonus prize being worked out
- SKI, SKATE & MORE SALE
 - Drop off on Fri., 11/17 from 5 pm - 8 pm
 - Sale on Sat, 11/18 from 9am - 2 pm at BHS
- SCHOLASTIC BOOK FAIR
 - Week of 4/1-4/5
 - All elementary schools and McKelvie
- BHS PARKING SPOT RAFFLE
 - Held in May; 2 parking spots available

- COLOR BLAST FUN RUN
 - Sunday June 2nd 2024
 - Early bib pick up on Fri. 5/31/24

Expenses

- ORK/AIR - need to help and encourage spending by schools. Process of securing item/speaker and payment. [Review ORK/AIR procedure for who should be submitting requests.](#) Principal signature required. ORK/AIR leads will be shared with Staff
- EVENT BUDGETS - must be shared with coordinators by liaisons This is for events that schools plan/manage like ORK/AIR, staff appr, It's a GAS, GF Day, Liaisons need to communicate with their school teams.
- COMMUNITY SPEAKERS - Kevin Hines in September, looking to bring in Media Power Youth. Still have outstanding credit with Top Youth Speakers.
- Staff Events Budget Increased -

OK to use last years volunteer list for donations or volunteers until October 1st

Discussed the possibility of merging Other Staff Events budget line with Staff Appreciation Week funds.

Areas of concern were:

Merging budget line items set precedence to do this with other events, which PTG discourages
Creates possibility for inequity for SAW for schools that are able to get donations for coffee carts and would then have more funds to spend on SAW
Events are separate and distinct and should be treated that way.

Previously discussed streamlining SAW spending

Board agreed to keep line items separate. Individual concerns would be addressed as/if needed.

Discussed SAW expectations. How to keep things within budget. Ideas like door decorating, daily student events, spirit week, using Amazon Wishlist

APPROVE 23/24 BUDGET ***** VOTE ***** **23/24 Budget Approved by Board as presented**

PTG CALENDAR UPDATE [2023/2024 PTG CALENDAR](#)

TREASURER UPDATE

Reach out to Treasurer for budget information

Timely reimbursement requests. Form on website and receipts needed

Liaisons need to share event budgets with coordinators at their schools

MARKETING UPDATE

Tejal will create a calendar to share with school liaisons who can input PTG events (ie ORK/AIR presenters). Try to get pictures at events and share with Tejal for posting.

Updated table top tri-folds and other PTG materials will be available for school events like Meet and Greet, Orientations, open house etc.

Possibly start a "Traveling Bulldog" event at schools for students to check out a bulldog and take pictures of his whereabouts for posting.

UPCOMING EVENTS TO ATTEND/PROMOTE

- PTG District Coordinator Mtg - Friday 9/8; 9:30am – 10:30am at Town Library - This is for all school level coordinators, district coordinators and board members
- Meet the Principals - Friday 9/22; 9:30am -10:30am at BCTV - Please try to attend,

usually attendance is low

- New Family Welcome - Wednesday 9/27 6:30pm – 7:30pm; at Town Library - New this year, one session only in the evening (no morning session). Each school has a table and is expected to man it. Liaisons need to invite their principals.
- Kevin Hines - 9/26 7PM BHS theater - Spread the word on this event. Flyers will be sent home and hung around town. PTG will send out a newsletter just for this event. Will work with district on promotion as well.

LIAISON REPORTS - Each school in attendance shared their update. Send notes to Sue for inclusion in the minutes.

RBS Liaison Notes

Welcome back breakfast will be on Thursday, 8/24 at 8am

Volunteer Orientation looking at having the week after Labor Day 9/6 or 9/7

Popcorn Day for students is on Friday, 9/29

Memorial Elementary School – Dates for September

-Important Dates for Memorial:

- Welcome Back Staff Breakfast – August 24th
- Open House – September 19th
- Memorial Book Fair – September 15th thru 22nd
- Volunteer Orientation – September 26th or 28th

McKelvie Liaison notes

- Staff welcome back breakfast - Thursday 8/24
- Volunteer orientation - September 25th 9:30am.

RAL liaison meeting notes from August 10, 2023

Attended by: Ed Joyce, Michael Durant, Linnea Hilchey, Jess von Wallenstein

- PTG Welcome Back Breakfast is planned for Friday, August 25 at 7:30am. Jess von Wallenstein and Tanya Bang (Hospitality Coordinator) to set up starting at 7:00am.
- Open House to take place Thursday, September 7. PTG to set up table where parents enter to recruit volunteers.
- 8th grade Cardigan trip is planned for the first week of October (10/2 - 10/6). PTG to support with food preparation for the trip as well as lunch upon students' return to RAL.
- Which Way to Wellness will be Friday, October 27. PTG to support with food donations and volunteers to assist with activities.

BHS PTG Report August 2023

- **Welcome Back Breakfast** planned for August 24.
- **Hospitality Co-Coordinator**: we are still interested in having someone fill this role. Update: position filled after the PTG Board meeting.

PWS-Not available

9/13/23 - Approved By Board as Written