



## PTG E-board Meeting, May 15, 2024 at the SAU-MINUTES FINAL

### ATTENDANCE ROLL CALL

#### Attendance:

Co-President - Maria Tomolonis, Kelli Darling    Secretary - Sue Jennato  
Treasurer - Kelly O'Donnell    VP Publicity - Tejal Saraiya    VP Fundraising - Lena Griggs  
BHS - Sonya van der Meer    Lurgio - Jess von Wallenstein    MIS - Amy Dion  
PWS - Arasely Robinson    RBS - Nicole Petersen  
MEM - Allison Gerstrung, Christina Cuzzi  
Principal Liaisons - Molly McCarthy  
Superintendent - Mike Fournier  
Absent:  
RBS - Becca Durrell    School Board Liaison - Kara LaMarche  
Principal Liaison- Bob Jozokos

### SCHOOL BOARD UPDATE - Sue Jennato

School received Intersession update from BHS admin and students  
Update on Lithuania as possible new exchange program school  
Policy updates  
Budget vs actual update  
Planning meeting on 5/20 - District Goals, YRBS and other items will be covered

### SUPERINTENDENT UPDATE - Mike Fournier

Prom 5/18, Graduation 6/8  
19 Staff/Teachers retiring  
Water quality testing for lead is ongoing. Will repair or replace any faucets not meeting updated regulation.  
Social media posts - encourage people to reach out to the school/teacher etc instead of uses social media

### PRINCIPALS UPDATE - Molly McCarthy

Lots of end of year things going on  
BHS clap out 6/6  
Molly will be rolling off as one of the PTG Principal Liaisons, Phil Schappler will be joining the board along with Bob.

\*\*\*\*VOTE\*\*\* APPROVE [APRIL](#) MINUTES Approved by Board as written

### FUNDRAISERS

BOOK FAIR- Final Numbers - [Final book fair results approx \\$8.9K](#)

### COLOR BLAST FUN RUN (Budget \$27,000; Sunday 6/2/24)

- Registration update; online registration closes 5/29
- Sponsor Update
- **VOLUNTEERS NEEDED**

[Sponsors have exceeded budget](#)

Registrations running about 100 behind last year's numbers  
Color Blast budget did not factor in registration cost increase, so lower registration numbers may not impact final expected revenues  
Volunteers are needed, especially for Color Stations

BHS Parking Raffle (Budget \$3,000) - Running now thru June  
Ongoing until June 5th

### END OF YEAR WRAP UP:

- Volunteer Google Forms - Due by 5/29

Need to be maintained in school google drive, not personal drive; updated by end of May; shared with PTG Co-Pres so they can be linked on website, etc.

- Liaisons: Please log all volunteer hours and encourage school coordinators and volunteers to log volunteer hours "worked" outside the school
- Board Members: Please total hours so we can divide them between 6 schools
- Even though we no longer submit for Blue Ribbon, we will still want schools to tally and submit their total volunteer hours to Co-Presidents for tracking and reporting

### LOOKING FORWARD TO 24/25 SCHOOL YEAR:

- Budget - see draft in Email
  - Support Drive
  - Community Presentation
  - Staff appreciation - remains the same
  - PWRN - Discussed offering just one session. Board agreed and voted to hold just one PWRN session likely a 6pms start time
  - Welcome Back Breakfast & GF day

Reviewed budget recommendations for 24/25

Income reduced to be more in line with current year actuals, expenses reduced accordingly.

Decreases in expenses included:

- Reduction in Community Presentation (no major speaker currently planned)
- Removal of Museum of Science Pass funding
- Reduction in donations to Guidance, Library and nurses
- Reduction in Intersession funds
- Removed Volunteer Appreciation funds
- Removed RAL Grandfriends Day funds
- Reduced PWRN due to offering just one session

Discussed increasing McKelvie ORK/AIR funding to be the same as elementary schools to be more equitable.

Discussed Stand By Me donation. SBM Sponsor levels (newly created this year) are \$3,000 and \$1,500, do we alter our donation to match a specific sponsor level?

Final budget will be presented and voted on in August once 23/24 is finalized in case any additional modifications are needed based on actuals.

- Calendar

Board reviewed PTG 24/25 calendar as presented

Updates to be made include:

Move PWRN from Thursday 1/16 to Thursday 1/23 due to the long weekend starting 1/17.

PWRN snow date will now be 1/30

Move Staff Appreciation week from 5/5 to 5/12 due to timing of April break week

Move May PTG Board meeting date from Wed 5/14 to Wed 5/21 so it does not coincide with Staff Appreciation week

Board voted to approve the calendar with revisions.

## **OTHER BUSINESS:**

### **\*\*\*\*VOTE\*\*\*\***

Board Open Roles - Vote in new members:

- School Liaisons:
  - McKelvie (Liaison)- Greia Marlow
  - Peter Woodbury (Liaison) - Lena Griggs

Both school liaison roles were voted in by the Board

School level roles are the responsibility of the Liaisons to fill.

## **IT's A GAS UPDATE-**

Maria reviewed an updated It's a GAS Program and Procedure document that helped clarify timing and flow of who's responsible.

Board voted to approve the updated procedure.

Update procedure will be added to the PTG website

Discussed the approval process for the changes submitted this year. Due to the timing this will likely have to wait until fall so all the art teachers can review together.

STAFF APPRECIATION RECAP - This recap was covered in each school liaison's update

GRANDFRIEND'S DAY UPDATE - This recap was covered in each school liaison's update

## **RECOGNITION OF BOARD MEMBERS ROLLING OFF**

- Kelly O'Donnell
- Becca Durrell
- Sue Jennato
- Amy Dion
- Molly McCarthy
- Arasely Robinson
- Lena Griggs

Board members rolling off were recognized and thanks for their time on the board.

## **TREASURER UPDATE**

Reminder that all receipts for reimbursement are due to Kelly by Friday May 31. If you need to extend beyond that please inform Kelly.

Discuss funding of the Book Break Program (live stream Author visits). Remaining ORK funds will be used to cover Memorial and a portion of RBS. Need to determine if this will be an annual ORK/AIR expense or something schools should budget for. PWS does not have any remaining ORK/AIR funds for this year, so they will need to use next years budget to cover this expense.

## **MARKETING UPDATE**

Focus is on Color Blast

LIAISON REPORTS - Send to Sue by Friday for inclusion in meeting minutes

## UPCOMING EVENTS:

- COLOR BLAST Fun Run Sunday 6/2 - Please sign up to volunteer
- PTG June Social meeting - [More details to come](#)

## PTG 23/24 CALENDAR

### **Memorial Elementary School – May 13, 2024 Principal Meeting with Mr. Schappler**

#### -Important Dates for Memorial:

- Grandfriends Day – May 16th
- Memorial Day Cemetery Walk – May 24th
- Field Day – June 4th
- Fourth Grade School Play – June 11th
- Fourth Grade Flume Field Trip
- Senior Clap Out – June 6th
- Fourth Grade Clap Out – June 13th

-The 25th Anniversary of the Spring Fling was a wonderful turnout and a great success to help raise funds for Memorial

-All Staff and Teachers enjoyed Staff Appreciation Week. The highlight was the Rock, Paper, Scissors Challenge.

-Mrs. Donahue created and sent out to the teachers and staff a survey to help gather feedback for the book fairs. We will be reviewing the information and proposing adjustments as needed.

-Kindergarten and First Grade orientations were well attended.

-SAS testing is ongoing in the month of May

-Class/ student placement processes have begun.

-Memorial will be using all of its ORK/AIR funds for this school year

### **RBS Liaison Update**

- Family Fun Night 4/12 was a big success, most money raised to date and match by Jersey Mike's

- Boys choice dance on 5/3 went smoothly

- Grandfriends' Day 5/14 went very well, better than past years. New name tag process and more strict timeline helped things run better.

- Q4 popcorn day took place 5/17

- 4th grade concert also went well.

### **MCKELVIE LIAISON NOTES**

We've had lots of exciting events at McKelvie in May. Grandfriend's Day was a huge success with over 600 guests visiting our schools. Students, staff and teachers had a great morning!

The Spring Concert and the McKelvie Masker's Performance of Disney's The Lion King Jr. was

well attended and a great success as well.

We had lots of fun events to celebrate our staff for Staff Appreciation Week, including morning and afternoon coffee carts, some frozen treats, a yogurt parfait bar and a wonderful lunch provided by Mac-n-Choose. Thank you to all the staff at McKelvie for all you do for our students!

### **RAL liaison meeting notes from May 14, 2024**

Attended by: Ed Joyce, Amanda Larocca, Jodie Curley, Jess von Wallenstein

- ORK/AIR - expect \$900 more to be used (1 submitted already)
- Midnight Madness epic success!
  - Volunteers ran concessions
- Staff Appreciation Week was great! Feedback all positive
- Eighth Grade Dance
  - Amazon wishlist set up for donations
  - Sign up genius for volunteers to decorate the cafeteria
- Fridge in Staff Room needs replacing - Jess to put out feelers for a donation, Ed to clear on their end

### **BHS PTG Report May 2024**

- **Staff Appreciation Week:** It was a great week - staff felt appreciated and parent volunteers donated time, food/beverages and raffle items.
- **BHS Parking Raffle:** The parking raffle has started and the last day to enter is June 5. Winners will be drawn on June 7.
- **BHS Senior Week:** Waiting to hear from the class advisor about other ways the PTG can help out, e.g., dessert, field day, etc.
- **BHS Volunteer Coordinator:** This role needs to be filled for next year.

**MAY MINUTES APPROVED BY BOARD AS WRITTEN: 9/11/24**