

Willard PTG Meeting
November 5, 2018

Attendance

Denise Carleton, Jennie Garofalo, Peony Keve, Janet King, Matthew Lucey, Meagan MacNutt, Kristin Martines, Liz Nadzo, Candace Root, Alex Ruhmann, Peter Smulowitz, Susan Wagner, Kathryn Watson, Erika Woodhouse

- Approved minutes from October 1st PTG meeting.

Recap of the Month (Alex Ruhmann & Susan Wagner)

- Applauded Kathryn Watson on a fabulous job of the Book Fair.
- A couple of items to report from the All PTG Presidents meeting:
 - The explanation for the clothing bins at each school is because some teachers in the district wanted the ability to recycle clothing and stuffed animals. It is a for-profit company that weighs the clothes and then sends a check based on the weight. Since there isn't a mechanism for the money to go to the schools, Laurie Hunter decided to direct it to the schools' PTGs. The Willard PTG recently received a check for \$28, so it is not a meaningful amount and cannot be considered a fundraising effort.
 - Privacy in regards to school directories was discussed. After 25 minutes of discussion, it became clear that nothing can really change, which makes it tricky for the committees who need class list info before the first day of school.
- Meeting with Treasures, Presidents, and Vice Presidents tonight, and looking forward to hearing about Thoreau's new initiative to outsource all before and after school programs to the Concord Recreation Department, who has the resources and experience to deal with money, financial assistance, and special needs. Thoreau will be able to limit it to just Thoreau or open it up to other schools. Thoreau pursued it because they were offering some of the same things as Concord Rec. Initiative will start officially in January.
- Jennifer Desrochers still working on vendor list, hoping to send it out before math and science night, etc.

Book Fair (Kathryn Watson)

- This was the third year with the same vendor.
- Gross sales were \$11,800, which is similar to last year.
- Spent just under \$700 to buy the remaining books on the library's wish list plus remaining wish list books for 20 classroom teachers, 6 special teachers, and 8 financial aid kids.
- \$1,800 profit will go to Erica Josselyn for library needs throughout the year.
- The fair was well-staffed with volunteers, and it was a nice mix of volunteers across the grades.
- Many kids didn't seem to know about the book fair coming that day, however there was no shortage of communication -- posters, weekly, email blast. This begs the question about needing a Facebook page, however Matt was clear last year about not wanting the PTG to engage in social media.
- We have had a policy of buying all of the books that teachers put on their wish lists on the Book Fair table. Traditionally there has been a letter to the teachers early in the year about their stipend, etc. but maybe we reconsider the wording of that letter to include some communication about all of the services the PTG provides, i.e. coffee service, staff appreciation luncheons, etc. And since there's a disparity in the number of books each teacher puts on their wish list, then maybe we can guarantee 10 books for each teacher but not necessarily all of them.

- Discussed Erica buying books through Follett instead of Amazon and the logistics that process may require, i.e. use of a debit card.

Communications (Kathryn Watson)

- Applauded Sam Jaddou on doing a great job; the only piece that still needs to be fine-tuned are the email blasts.
- Kathryn will start turning her attention to community announcements to help get those submissions a bit more organized for Sam.
- Kathryn is talking to Tara Johnson next week about the website.

Before and After (Denise Carleton)

- Chorus is going well; the kids really seem to like it. One additional staff member (Erica Josselyn) is joining to help out. The current session will end in December; a new session will start in January.
- Rory Fivek, Ashley Kilmartin and Katie Small would like to start BOKS, but they haven't yet heard from any parents about volunteering.
- Dungeons and Dragons is still underway.
- Lego Club has wrapped up.
- A new session of yoga will start soon.
- Chess registration is December 7th.
- Rudd Coffey is hosting an after-school playground thing on Thursdays. Rudd did not speak to the PTG; it is not being sponsored by the PTG. It is also not Willard-sponsored.

Fundraising (Peony Keve)

- As of the end of October we have raised \$22,269 vs. \$24,462 at the same time last year.
- 110 of the 305 Willard families have participated thus far, which seems a little slower this year. Given no Back-to-School Night presentation, we took a look at Kindergarten participation, in particular – only 25% of Kindergarten families have participated.
- Maybe we consider placing flyers on the table in Kindergarten classrooms for conference day tomorrow?
- Discussed adding Parent Testimonials in the Willard Weekly as another source of encouragement.
- A couple people have contacted Alex about raising money for the construction worker who was killed. Unfortunately, it is not something the PTG can manage since it falls outside of our mission.
- Discussed sending an email blast tonight with a reminder about the Celtics drawing and the convenient opportunity to bring a check to school for conference day tomorrow.
- Alex is going to check with Matt about setting up a table and poster in lobby for conference day.
- A separate email blast for photo retake day will go out Tuesday for Wednesday. Discussed also using the Room Parent Coordinators to disseminate this information.

Social Committee (Meagan MacNutt)

- This is their quiet season.
- The Parent Social was not as well attended this year given some competition with other events that night. Next year we will avoid overlapping with Kicks for Cancer. Discussed considering a date later in the fall.
- Meagan sent Chris at West Concord Liquors an email about the liquor bill because it seemed higher than what is to be expected for the number of attendees.

- Tricia Brusco has volunteered to join the Social Committee, but she can only commit to two years since her youngest will be in 4th grade next year. Tricia also offered to host the Parent Social again, however it might be nice to first try and identify a new family home to keep things fresh each year.

Principal's Report (Matt Lucey)

- Author visits have been spectacular and well received by the kids.
- Chorus is going really well. There are close to 30 participants, and the program was expanded to include grades 3-5. David Piper did request one additional staff member to assist.
- School improvement plan will be discussed in the next meeting.
- Friendship Day bulb planting went well.
- Treats for Troops will be dropped off with the dentist tomorrow. It is a great way to teach extension to community.
- Book Fair was a great success. For those students who are getting support -- we may need to refine that process to make sure the students aren't necessarily aware and neither are other students.
- Friday afternoon there was a poster-making gathering for the International Fair. Posters will be hung in the hallways to welcome everyone.
- Quiet space initiative is exciting and going well.
- Parent coffee last week wasn't super well-attended, but there was a substantive conversation about ELL among those there. Next coffee will address our math program; then social-emotional programming will be discussed in the spring.
- Everyone's response to the construction accident has been supportive and the coordination by school and town was excellent.

Treasurer Report (Kristin Martines)

- Nothing new to report; everything is on budget thus far.

Other

Willard Wear (Liz Nadzo)

- The provider requires \$250 initially to get the process rolling. Ideally we get this done soon so that everything is underway in time for the holidays.
- Board approved the expense.

Quiet Space (Erika Woodhouse)

- Discussed allocating a small amount of money toward the Quiet Space initiative so that we are not totally dependent on donations from teachers and classrooms.
- Suggestion is to first reach out to the Willard community to seek donations for items on the list, i.e. markers, Magna Tiles, etc. before we purchase anything.
- Quiet Space budget will be discussed further in the next meeting.

Upcoming Events

- November 6th – No School for Conference Day
- November 12th – No School for Veteran's Day
- November 18th – Willard International Fair *New Event*
- November 21st – Half Day of School for Thanksgiving Recess
- November 22-23 – Thanksgiving Break
- Next PTG meeting – December 3rd at 9:30am (Off-Site)