**PTG Meeting Minutes**

**Monday, 11/12 @ 9:30pm | Willard Elementary School**

***Attendance:*** *Kristen Lester, Kaitlyn Whittier, Bryn Hilts, Matt Lucey, Amy Casher, Tracy DeTora, Samantha Magina, Hugo Valdovines, Jeanne Fahey, Diana Abata, Laura Bulino, Yumi Suarez, Erinn Prebil, Meagan MacNutt, Janet King, Darcy Heintz-Perkins, Robin Baughman, Liz McKneely*

**Principal and Teacher Update** - Matt Lucey

Kindergarten registration is starting soon. The numbers are strong and there are going to be four classrooms. Earth Day is going to be celebrated at Willard between March 25th and April 26th with a series of activities for Willard students to join in.

DESE came to Willard for a visit. They come every 3-5 years. Matt chooses students and asks them to explain happenings about Willard or answer questions. This is a great indicator as to how we are doing as a school that students can be chosen to represent Willard.

School council elections were completed with three dads taking part, two of which will be serving. There was a lot of parent interest, which is another good indicator of a strong school community.

Emergency Shelter: The students are thriving and the progress they have made is tremendous. They are acclimating and achieving. We are able to help the students with the assistance of a liaison on site, staff have been taken courses on language and trauma and staff goes to the shelter for meetings. The commitment of staff/students/family community is huge. I want to say a big thank you to everyone in the community.

Parent note that the shelter is still looking for volunteers for the play space. Approximately 2-hour time shifts with training. The play space at the family shelter is being used as a model for other play spaces in the community.

**Presidents' Update** - Kristin Lester/Kaitlyn Whittier-

Basement storage area needs to be organized as there are a lot of materials that we no longer need (e.g. Willard Carnival). Would like some volunteers to help out- will look for a few volunteers for a few hours in the next few weeks to help. Also need to figure out what to do with Willard Wear. Bryn Hilts has been assessing this program and considering a few options including a short window of sales annually versus having it available year round which the group thought would be a good path forward. Additionally, considering having a school wide Spirit Day.

**Assemblies/Grade level Enrichment**- Amy Casher

Two assemblies coming up: December 19th: Plymouth Patuxet-someone will be coming to represent the Native American experience.

January 16th: The Discovery Museum (Acton, MA) is coming to the first grade to do a program about sound.

**Charity/Service**- Janet King

5th grade food drive was a huge success - more so than any other year. Open table is so grateful. The food drive is part of 5th grade service day, another event coming in the spring.

Toy Drive is happening now (partnering with CCHS football/Josh Reed)- last year the amount of gifts given was amazing. Running until Monday 12/18 and then will bring collected toys over to the fire station on Tuesday.

**Annual Appeal**-Yumi Suarez

Pretty good shape in terms of the appeal, newsletter coming out will be focusing on participation. Approximately 20 families fewer have participated than this time last year. Going to try to do a push now to get the numbers up before the end of the year. While we are behind with families, the average gift per family is up. Want to make sure people know that any gift they give is much appreciated.

**Staff Appreciation**-Kristen Lester (reporting for Jess Bragdon)

Next staff appreciation event is a breakfast on December 14th.

**Treasurer’s Report**-Kristen Lester (reporting for Colleen Currier)-

Quieted down since the fall. Annual appeal donations still coming in. Just received $10,000 proceeds check for the auction held at the parent social. Yearbook budget- outstanding question of whether we are going to ask for donations or increase the budget.

**Yearbook Committee** (Meagan MacNutt)

Last year we asked families for a $20 donation-this year the committee was hoping to not ask families for money but in that case, we would need to add money to the 5th grade budget. Likely would need to be an additional $1,000 added to the budget that would need to be voted on in the next PTG meeting. Discussion around whether there ways to cut down the cost of the yearbook overall like doing a half a page per student instead of a full page. Concerns around increasing the budget as we many not always have extra funds for this activity. The other concern is this is beneficial to 5th grade only, not all school students.

*Meeting adjourned at 10:25 AM*