



WILLARD PTG

Communication | Enrichment | Community

Willard PTG Meeting

January 4, 2021

Attendance

Janet King, Liz Colgan, Rebecca Lemaitre, Colleen Currier, Tracy DeTora, Darcy Heintz-Perkins, Alex Ruhmann, Megan Lynch, Sydney Pressley, Meagan MacNutt, Sue Reynolds, Yumi Yasutake, Matt Lucey, Sam Jaddou, Susannah Benner, Jennifer Lambe

Welcome & Recap (Janet King)

- Janet welcomes everyone to the meeting. Many thanks to all who attend the first day back after break! Our PTG remains as strong as ever and excited for the new year.
- December meeting Minutes were approved over email.
- Staff Appreciation travel mugs for staff were a big hit, with the quote "Willard Strong all 2020 long". Thank you Robin Baughman, Karisa Lorenz, and Lauren Endicott!
- Box Tops had 62 new submissions this year, thanks to the contest organized by Maura Torre.
- Minutes will follow this 7-step process for 501(c)(3)s moving forward:
 - Secretary sends 1st draft to all Board members
 - Draft is also sent to any Committee chairs who spoke
 - Those who receive the draft send any corrections or changes directly to Secretary
 - Secretary assumes no further corrections if not received within 2 days



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- o Final draft is sent to President
- o President sends out to the entire Board for vote of majority approval
- o Minutes are posted online
- o Note: A Board member may vote to approve Minutes even if they were absent. General members are always welcome at meetings and can ask questions at the end, but are not involved in correction or approval process
- Liz C. and Janet K. to attend all-PTG meeting with Laurie Hunter on Jan. 7
- Darcy H-P has decided not to assume co-presidency next year but will finish out this year as VP. Thank you to Darcy for taking over the position! Slate of nominations for executive officers will be presented at the May meeting

Principal & Teacher Update (Matt Lucey)

- Sydney Pressley expresses appreciation for the mugs from teachers and staff! Matt Lucey adds that it hit the right celebratory note, and useful too. One was shared with Laurie Hunter.
- Matt shares the news that the protocols in place are working; we don't yet know how the new COVID-19 strain may impact Willard/Concord but there has still been no transmission within school walls. Huge thanks to parent community for being tested after travel etc.
- Matt outlines process of working with Tricia McGean (Board of Health). After morning announcements, Matt meets daily with school nurse Patsy Sullivan to handle each new case. He reminds us that contracting the virus is not a bad reflection on any family member who has been exposed. Sue Reynolds adds that it is fun to be at Willard, kids are so happy and Mr. Lucey has made everyone feel safe and cared for. The Cambridge testing facility



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has given the community the benefit of 24-hour turn-around on results.

- 5th grade announcements have resumed in the morning, saying hello in different language and reciting pledge. A nice return to normalcy!
- Matt highlights the importance of the staff greeting children each morning so children and parents both feel they are safe/cared for. A thank you to bus driver Linda who just retired after 42 years.
- School improvement plan (a joint plan with Thoreau/Alcott) was presented and well received by the School Committee in December. We're in Phase 2: to keep the doors open, constantly reflect, and hone.
- CORIs for online presenters are being worked out. Meagan M. asks if parents need to be CORI'd if on a Zoom with their child but right now it is just the presenter who needs a CORI. Alison Corwin in the front office will follow up if a CORI has expired. Sam J. asks if parents can update the form through Aspen Portal, and Matt Lucey will look into the possibility.
- Annual Appeal blast email from Principal's office will be sent shortly.
- Alex R. asks about remote snow days moving forward. Laurie Hunter is taking all the feedback into account. DESE may provide options and Concord may pilot/test drive any new policy since the district has the ability to be all-remote.

Fundraising (Susannah Benner)

- Holiday stationary initiatives have been closed out: Minted was a big success of over \$1,000; Shutterfly was through a third party and no credit was received.
- Susannah will renew our raffle permit through town office



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- Discussion on when to hold the class basket raffle, with possible date of May/June. Raffle seems preferable over auction but remains TBD.

Willard Weekly/Website (Sam Jaddou)

- Past fundraising initiatives have now been taken off webpage but can be reactivated next year
- Please send dates to Sam once known (i.e. Family Game Night) She suggests featuring past event photos of kids/families (with permission) on the home page, as we feature any events that are upcoming, i.e. International Festival
- Newsletter currently has 45 to 50% open rate, consistent with past year

Room Parents (Colleen Currier, Tracy DeTora)

- Holiday gifts went smoothly and feedback shows that classes were kept informed on how to plan. Thank you to Colleen and Tracy!

International Festival (Rebecca Lemaitre)

- Sign-ups unfortunately are low; may need Room Parents to send reminder emails, particularly since we'll be leaning more heavily on parental involvement this year for Zoom presentations.
- Janet raises the possibility of a local business sponsor for materials going home in students' backpacks. The International Committee will look into the idea further.

Social Committee (Meagan MacNutt/Darcy Heintz-Perkins)

- Discussion of Zoom socials by grade or by class, with the suggestion that students join the event to "break the ice" for grown-ups.
- If children are included, classes are likely a better option than full grade, for reasons of size/scale.



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- Social Committee has heard from other parents that people feel disconnected this year, don't know parents or see those they do know at pickup.
- March date TBD for these Zoom socials soon to follow!

Treasurer's Report (Colleen Currier)

- Annual Appeal continues to flow in, now over halfway to goal. Employee matches have come in and are encouraged!
- Teachers are being reimbursed for classroom supplies.

****Next meeting**** February 1, 2021, 9.30 a.m., Zoom