



# WILLARD PTG

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## Willard PTG Meeting

June 7, 2021

### Attendance

Janet King, Liz Colgan, Rebecca Lemaitre, Colleen Currier, Matt Lucey, Sam Jaddou, Robin Baughman, Jeanne Fahey, Darcy Heintz-Perkins, Susannah Benner

### President's Welcome & Recap (Janet King)

- Janet welcomes everyone and highlights accomplishments of the PTG this year:
  - Organized Staff Appreciation events including: Welcome Back gifts; Gratitude Garden; Valentine's treats; 2020 coffee mugs; Bus Driver Appreciation Day gifts; Teacher Appreciation Week with gifts every day. All events included cafeteria staff, administrative staff, nurse, custodians, and classroom and non-classroom teachers.
  - Purchased playground games recommended by school counselor Tracy Breen
  - Set aside more than 12K in funds for the teachers and staff for out-of-pocket classroom expenses
  - Organized a week-long virtual International Festival
  - Held a virtual Talent Show and logo contest
  - Compiled and printed the Directory with local sponsors
  - Set up a counselor fund to help families in need
  - Organized a virtual Book Fair and donated the profits to the Willard Library
  - Purchased Global Kids activity cards and more than 100 books for classrooms



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- Created a PTG Google Workspace/G Suite for email and storage of committee files
- Organized 48 room parents for 24 classrooms
- Held a school spirit fundraiser with pinwheels
- Sent out the Willard Weekly each Thursday and kept the PTG website updated
- Held a virtual Bingo Night
- Ran a Box Tops contest
- Organized school supplies purchasing for parents for 2021-22 school year
- Had 9 board meetings with Matt Lucey on Zoom, with Minutes posted on PTG website
- Ran fundraisers with clothing, holiday cards, and Amazon Smile
- Welcomed new families throughout the year with gifts
- Staffed and decorated a table at the Concord Rec Halloween Drive-Thru
- Ran a successful Annual Appeal campaign
- Organized School Photo Day
- Designed Willard masks through Willard Wear
- Organized parent socials on Zoom for 12 classes
- Provided 30 pounds of ice for Field Day
- Participated in monthly all-PTG meetings with Dr. Hunter to share ideas with PTGs across the district
- Created a new Charity and Service Committee to organize volunteer initiatives
- Reimagined 5th grade celebration events including: food drives; a clap-out; an outdoor fun day of activities with tie-dye materials; a slide show; t-shirts, beach towels and yearbooks for each student; an ice cream truck; CMS car magnets; and graduation certificates
- Filled our 5 executive officer positions and have most of our 36 committees covered for next year, with more



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than 50 volunteers confirmed. Thank you to Liz Colgan!

- Janet highlights the next few events up ahead:
  - Ice cream truck to visit Willard during snack Wed. June 9
  - Currently brainstorming ideas for grade level enrichment next year
  - Looking into musical playground equipment for next year
  - Delivering gifts to Dr. Hunter and administrative staff at Ripley
  - Funding a huge friendship banner with all students' photos that will hang at Willard
- The group expressed gratitude to Janet for leading with such grace and calm during a year where the wheel had to be constantly reinvented!

## Principal & Teacher Update (Matt Lucey)

- The ice cream truck came together quickly, to be enjoyed by all students and staff, and will include remote students (stored in the freezer until they are on site).
- Matt addresses the heat wave, noting that lunch will be served inside before a brief recess. The remaining two Field Days will be adjusted if kids get too hot.
- Summer extended school year will be held at Willard, as well as a Concord Rec program, so the campus will remain busy.
- Classroom teachers will reach out about returning laptops, which will be reimaged over the summer and ready for next year. The school plans to continue using tech in a judicious manner; there will be no remote learning academy but still access to technology, including use of Google Classroom and Seesaw



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- Specials will be in person next year; all individuals will wear masks inside by default until vaccination is available for students. Primary staff on the RTI team who have taught remote learning this year and will no longer need to do so next year.
- Principals will present school improvement plans on June 8. The focus is on how we take the lessons from the pandemic to find silver linings. Goals include: to reintegrate students who've been out of school; identify/support those who have challenges reacclimating; continue to work with board of health for Covid protocols (screening, pool testing); prioritize safety within the classroom; reestablish buddy programs across grades; continue schoolwide traditions; work with new Director of Diversity, Equity, and Inclusion to deepen our work in that area; the cultural competency committee will meet to make sure we embrace all members of the community; work with special education coordinator to further support students
- Technology next year might include Zoom for some meetings including IEP meetings. Mostly however next year will look more like a regular year, and rely on feedback from parent survey sent out by Dr. Hunter.
- Janet asks about timing of the day, which will be 9 to 3.30, with no remote option. Supplies can be shared again and kids will be back to regular lunch/recess schedule. Staff will be park in regular parking lot.
- Janet asks when the reopening plan will be released. Likely late because DESE will likely make changes through late August.
- Liz asks about parent volunteers in the building; pending approval, parents likely can be on site with proof of vaccination and masks. Book fair can likely be in person.



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- Other possibilities for fall include assemblies and International Festival. David Piper will lead Music outdoors in the fall because students cannot sing indoors.
- Matt polls the group for feelings about bus ridership; general consensus is that people feel comfortable and will use the bus again, as well as continue to bike.
- Liz asks about remote snow days; Dr. Hunter will strike a balance between the old-fashioned kind and remote learning if needed, to avoid school release too late in June.
- Matt expresses thanks to the PTG for its passion and support this year.

## 5<sup>th</sup> Grade Committee (Susannah Benner)

- Yearbooks are printed and ready this week! Gift towels will go out later in the week
- Clap-out to happen inside the building and then parents will join in the parking lot.
- Susannah mentions meeting with next year's 5<sup>th</sup> Grade Committee early in the fall to help make the tasks clear, as well as the fact that the committee does not plan a party for 5<sup>th</sup> graders. Final budget for this year's event is still pending. Thank you to the team for reimagining the entire event!

## Staff Appreciation (Robin Baughman)

- Lauren Endicott cannot co-chair next year but will continue to help with supplies and set-up. Karisa Lorenz will continue as co-chair. Thank you both!



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- End of year appreciation will likely be a \$10 Nashoba Bakery gift card for each staff member/custodial staff, presented in a gift bag with an artisan loaf of bread.

## Room Parents (Colleen Currier)

- Tracy DeTora sent a reminder on gift giving guidelines, and final gifts are being coordinated now for each classroom
- Susannah suggests we include the responsibility of organizing a class raffle basket in the job description, before next year's room parents sign up

## Willard Weekly & Website (Sam Jaddou)

- Sam offers a few things to think about including:
  - any communications that need to go out in August
  - distribution list clean up to remove parents who were 5<sup>th</sup> grade only; inviting people to update info about their children's grade level
  - Kindergarten roster once available
  - dates for next year's events once known
  - sending out surveys about user experience
- Last Willard Weekly will be Thursday June 17, submissions due 6/15 by 6 pm

## School Photo Day (Meagan MacNutt)

- Individual pics are in; class composites will be out next week.

## Treasurer's Report/Annual Appeal (Colleen Currier)

- Busy month included: Quick Book system update with a cost of \$100 more per year; check from Amazon Smile; a check from clothing donation Bay State Textiles; more teacher classroom funds; reimbursement to Tracy Breen for outdoor



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games; cost of 5<sup>th</sup> grade events; paid our insurance this month; staff appreciation (coffee service etc.).

- Fiscal year ends July 31 so please have final receipts in before that date!

## New Business

- PTG ice cream truck is set for Wednesday June 9. Liz, Colleen, Tracy, and Janet will be on site to assist and take pictures. Patsy Sullivan has all the ingredients for allergies, and the truck will have extras of each. A blast will go out to parents so they know the event is taking place.
- New Board takes over July 1. Janet announces the nominees:
  - Co-Presidents: Liz Colgan, Rebecca Lemaitre
  - Vice President: Robin Baughman
  - Secretary: Jamie Ring
  - Treasurer: Colleen Currier
- Board is approved by unanimous vote
- The group discusses meeting in person or Zoom next year, citing the nice option of attending remotely with children at home. Robin points out the greater sense of connection that can occur when people meet in person. Matt Lucey can be in person for morning meetings, and attend remotely in the evenings.
- Committee chair update: still looking for one Spelling Bee chair, one person for Raffle, Silent Auction, Talent Show. Please spread the word!
- Parent Social likely can happen in the fall and the social committee has begun thinking about the event.
- The group discusses a parent suggestion for a Kudoboard to thank teachers online. Consensus is that it will get lost in the shuffle so near the end of school but can be used more strategically next year. We will look into it especially for Teacher Appreciation Week.



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Happy Summer!