

Willard PTG Board Meeting February 8, 2010

In attendance: Christine Evans, Jennifer Waldron, Kate Olney, Sue Bumpus, Pat Fernandes, Alex Kuchar, Debbie Osofsky, Amy Mueller, Aimee Cupp

Minutes from January Board Meeting were approved via e-mail.

Principal's Report (Fernandes)

- Progress reports were mailed on February 5th. Most families received them on the 6th.
- With the celebration of halfway day, \$187 was collected and donated to Open Table.
- There has been a good response to Geography Quest and Talent Show (participation up 20% for the Talent Show)
- February 9th is a busy day at school: Staff appreciation dessert, Talent Show preview day, METCO special event Losst Unnown.
- March 18th is the date for the Willard SAC to host its meeting in Boston at the new Mission High School in coordination with the METCO program. Family Friends will be represented. A PTG meeting could be held in addition. It was decided that we should have a regular PTG meeting at Willard in March, but those who can attend the March 18th night can share PTG related items. Bus transportation will be provided.
- Building update—many punch list items are to be taken care of during the vacation. Effective March 1st, the building will again be able to be used by outside school groups (e.g. girl scouts, cub scouts)

By-Laws update (Bumpus)

- The By-Laws are reviewed every three years. Some revisions and deletions are recommended to clarify roles and responsibilities. The By-Law Committee borrowed some wording from the middle school and high school PTG by-laws.
- Revisions included a new article related to Donations; clarification of the Officer section; clarification of the Treasurer's responsibilities; a revision to note that PTG board meetings should be posted and clearly noted as open to the public; and the creation of a Fees section that gives the Board oversight of all prices and fees set for PTG sponsored events.
- One question centered on whether the Carnival Chair(s) should sit on the Board or should regularly report to the Board with updates. The general feeling was that regular updates were sufficient as there are a few key aspects of Carnival that the Board should be aware of and responsible for.
- Another question was raised as to whether the Past President should have a vote. The consensus was that the Past President should only serve in an advisory capacity and not have a vote.

- One addition to this was that the minutes of the PTG Board should be published in a timely manner as well. One recommendation was to pursue a liability insurance policy for the PTG. Another recommendation was to increase PTG dues as they have been at \$20 for many years. A revised draft will be sent via e-mail with a vote taken in March.

Fundraising (Kuchar)

- Total raised was \$18,268. A few more checks may still trickle in.

Website (Evans)

- Update of the website, www.willardptg.org—the goal is to make it a useful place for getting information. Includes Google calendar (requires regular updating), news and info, events and activities, support Willard, and community sections. Also allows access to related documents. In relation to Enrichment activities and events, we should strongly encourage committees to post information and contacts, forms and flyers.
- Committee chairs should be better informed of what their responsibilities for communication are, whether that be communicating with the Board or with the school community.
- We currently use a free account through dot easy that limits our ability to manage the site. For \$7.99/month, we are now upgrading to allow for better functionality. To see the website, go to www.willardptg.org/test Please send Christine feedback on the site.

Presidents Report (Cupp and Olney)

- Several updates from the PTG Presidents' Meeting with the Superintendent.
- Concord's 375th birthday is upcoming on the weekend of September 11th and 12th. The committee is trying to get the word out now and would like participation from Willard in the parade which is 10 a.m. on the 11th. Jennifer Clarke is on the committee.
- Master plan for the HS is on the Town Meeting agenda-- \$1.3 million for the feasibility study with schematic designs and options for reimbursement from MSBA. The HS project is of such a large scope that MSBA funding is absolutely necessary, but it should be noted that funding from MSBA comes with very specific requirements. Willard was built in accordance with MSBA requirements, but was built without MSBA funds in place. The town will be going through the process of trying to get reimbursement.
- Nutrition Coalition is meeting Feb 9th. Their agenda is ambitious but the intent is good. Some changes have already been made to the lunch menu as Bonnie Hardy has been working with a farm to school expert.

Next Board meeting is March 15th at 12:30 in the Willard Conference room.