**PTG Meeting Minutes**

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

***Attendance:*** *Kristen Lester, Kaitlyn Whittier, Bryn Hilts, Matt Lucey, Jeanne Fahey, Daniel Rodriguez, KC Camp, Meagan MacNutt, Laura Bulino, Jamie Ring, Colleen Currier, Robin Baughman, Elizabeth More, Samantha Magima, Jess Bragdon*

**Principal and Teacher Update** - Matt Lucey

Thank you for the continued support of the school. Visitors always comment on the caring nature of the Willard children when visiting the school. We have 3 candidates running for school council so will need to have an election process- very grateful for the interest in parents to be involved. PTG will run the election using google forms where candidates will describe their interests and qualifications.

This year, Willard implemented uniform benchmarking for progress of students; used in parent teacher conferences for the first time across all grades. This benchmarking will be done 3x/year. Discussion of attendees about the multi-tiered system of support for intervention and progress monitoring.

Exciting news- Willard now has a therapy dog in rotation, Lucy the Newfoundland will be here several Fridays per month and meeting with specific children as part of planned intervention and support.

Question was raised about composting and the school is hoping to resume the program soon.

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

Parent social was amazing. Almost $11,000 raised on the auction and 108 tickets sold. Settled on dates for Spring events including March 3rd for the International Festival, Science Fair set for April 6th. Thank you to Sam and Laura for all of their communications support and also Yumi for the annual appeal efforts.

**Treasurer’s Report-** Colleen Currier

Off to a great start for the annual appeal and we are at 70% of goal with 85 families participating so far. There will be a day of giving in late November. Have also received employer matches earlier this year for the appeal. Bay State Textiles, directories, sponsorships all have been coming in adding to PTG revenues. Expenses include author visits, teacher reimbursements, event costs.

Taxes for 2022 are officially filed.

**PTG Committee/Events/Initiatives**

**Annual Appeal** - Will do a virtual giving tree and email blast will go out next week. Giving Tuesday email will go to all Willard families directly from Mr. Lucey.

**Auction Recap** - Robin Baughman

Auction went really well- Robin, Tracy Dawson and Marisa Rickenbach were the volunteers who ran the auction. Had some new sponsors this year and the hottest item for sure was the fire truck ride in the Holiday Parade along with Principal for a Day. Will receive the final payout from the auction platform service this week.   
  
**Book Fair Recap** - Jamie Ring

1209 books and 182 stickers sold and PTG receives 25% of total sales. Expenses included financial assistance for 20 students, and 58 books purchased by PTG for teacher and library wish lists. All profits will be available to Ms. Josselyn and the library for literacy items.   
  
**Willard Weekly and Website** - Laura Bulino

Sam Jaddou will focus on the website moving forward and Laura has taken on the weekly and email blasts. Committees should keep comms in mind and share plans/needs in advance. All communications moving forward should go to [weekly@willardptg.org](mailto:weekly@willardptg.org) and not a specific individual.  
  
**5th Grade Committee** - Meagan MacNutt

5th grade service project- Food Drive for Open Table is ongoing now

Class Outing is being run by Yumi Suarez. Have changed the venue to Kimball Farm from Thoreau so as not to be a swimming based event. Will be held 9:30-1:30- team will be looking for volunteers to help with Kimball outing since it’s a larger venue.

Committee has also elected to not charge for the yearbooks this year so PTG will need to absorb approximately $1000 from that expense.

KC Camp doing the class t shirts, Meagan will be doing the yearbook, several other activities including moving up ceremony, parent social in progress. Suggestion to have other grade parents help with the ceremony so that the 5th grade parents can enjoy.

**Staff Appreciation-** Jess Bragdon

This year’s efforts are noticed and appreciated by the teachers. Did a salty snack day following Halloween which they loved.

Other topics:

Halloween candy drive no longer available due to lack of collection sites and cost.

Looking at playground accessibility and also replacing mulch for mats; additional structures. Inspection happens annually by installation company. Playgrounds fall under capital improvements but may be able to work with PTG on a student led initiative for smaller updates/landscaping.

The purchase of 21 folding tables with a cart were voted on. Kristen Lester called the motion, Colleen Currier seconded, all 7 board members present approved. Kaitlyn will order the tables this week and coordinate with Zeb for delivery.

Meeting Adjourned. Next meeting will be held on December 7th @ 9:30am.