

PTO Meeting Agenda
Tuesday, January 14, 2020
6:30-8:00 PM: (IS building)

PTO Mission: As the SGCS PTO, it is our mission to serve as a collaborative team of parents and staff members supporting the core values of our school. We enrich and enhance the quality of educational experiences by: engaging parents as active participants, building community, coordinating events, resources, expertise, and time in alignment with the values of our school

Meeting Norms

- *We agree to listen and respond to one another in a respectful way, creating a safe environment allowing all to be heard.
- *We agree to allow all participants to be heard and have an equal say, gather input from everyone, and utilize some form of consensus for decision making by people present.
- *We agree to allow all participants an opportunity to contribute their voice in a safe, welcoming environment and to have a clear communication to the school community of agenda, minutes and other information.
- *We agree to start and end on time, be respectful of time by staying true to the agenda.
- *We agree that official PTO communication distributed will be fact-based, unbiased information and will not include any personal sharing or details.
- *We agree to an environment that is welcoming, open-minded, and positive where we all follow agreed upon norms.

****Meeting Facilitator = Andrea Dougherty *(Tuesday nights only)**

	Purpose	Agenda Item	Presenter	Mins.	Time
1	Opening/introduction	Check in, emails/sign in, intro's, mission, norms review, and parking lot review from last two months (November & December)	Andrea Dougherty	10	6:30 pm 6:40 pm
2	Review/update	Treasurer funds/updates *(Hot chocolate bar, PTO table) from Holiday fair, Game night update/invoice: funds, Dan Shantz funds/update etc.;	Emily Palmieri, Julie Shook, Rachel Hause, and Nikki Hawk	15	6:40 pm 6:55 pm
3	Discussion	EIC gallery walks *(March is the next one), and Teacher Appreciation week *(It's in May, but let's get the ball rolling).	Dawn Campbell	15	6:55 pm 7:10 pm
4	Discussion/review/update	Upcoming Community events and Fundraising for January, February and March (Movie night, Bear creek tubing) etc.;	Rachel Hause, Emily Palmieri *(Devon Taylor), and Andrea Dougherty	15	7:10 pm 7:25 pm
5	Discussion/review/update	Credit card versus cash at PTO events, new money form, jobs/responsibilities etc.; PTO ambassadors etc.;	Rachel Hause and PTO Ambassadors	15	7:25 pm 7:40 pm
6	Instruction/lesson	Lesson on using the iPad and instructions	Amanda Cossman	10	7:40 pm 7:50 pm
7.	Ending/discussion	Questions, concerns, parking lot items; our next PTO meeting is Wednesday, February 12 th from 2:00-3:30 pm. *(Jennifer Jones facilitating), February meeting agenda items.	Andrea Dougherty	10	7:50 pm 8:00 pm

