

PTO Meeting Agenda

Tuesday, 9/10/2019

6:30-8:00 pm

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**

	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 month (August)	Andrea	10	6:30 pm - 6:40 pm
2	Review	Treasurer update/funds	Emily	10	6:40 pm– 6:50 pm
3	Discussion/Review	Rita's fundraiser review/profit so far	Rachel	15	6:50 pm – 7:05 pm
4	Discussion/Review	Box Tops discussion/questions	Caitlyn	10	7:05 pm – 7:15-pm
5	Discussion/Review	PTO roles and keeping your position, and voting each year discussion; also, we need a new facilitator for Wednesday PTO meetings only starting in October	Nikki, Rachel	20	7:15 pm – 7:35 pm
6	Discussion/Review	Fundraisers for next year, community outings and spirit wear *(October, November, December); also, school picture day discussion	Andrea, Julie	20	7:35 pm – 7:55 pm
7.	Ending/Discussion	Questions, concerns, parking lot items, and our NEXT PTO date, and agenda items for October's meeting	Andrea and Julie	5	7:55 pm 8:00 pm

