

PTSO | PTO Council Working Meeting Minutes

Friday, October 16, 2020

Meeting commenced at 5:00pm

Attendees: 5 Attendees

- Virtual Zoom Meeting

Meeting Called to Order by Tammy L.S. Wright

WELCOME

Introductions of attendees

Provided an Overview of the Purpose of the PTSO | PTO Council Group

SECRET Facebook Page @ CCBOE PTSO/PTO Council Group

Purpose: The purpose of our Facebook Page SECRET CCBOE PTSO/PTO Council Group is to provide a platform for questions, sharing good news, and to share events. Overall, it is a tool that allows us to bridge the gap to support one another. It is not a platform to complain.

The page is only for current PTSO Committee Members, PTO Committee Members, and CCPS Administrative Staff, not parents.

BRIEFLY REVIEWED THE STRATEGIC PLANNING PROCESS

Vision Statement

- Involve the students and parents
- Display it in a common area

Mission Statement

Set Goals – Objectives – Activities

Goals are broad but clear statements that relate to an organization's overall intention. Goals break down an organization's mission into specific, achievable components and identify the results the organization wants to accomplish.

Objectives in turn help break down intricate organizational goals. Objectives are interim signposts that can be reached in shorter periods of time and in more clear-cut ways than the broader goals.

Objectives, therefore, should always be measurable, which means there is a concrete way to decide whether the objective has been met. Good objectives have five common characteristics that can be remembered using the acronym SMART: specific, measurable, achievable, realistic, and timely.

Also note that every goal, objective, and activity is directly tied to the mission and vision of the organization. With this in mind, you can't help but make progress with your strategic plan.

REVIEWED UPDATED WELCOME PACKET

OPEN FLOOR

JP Ryon's President Suggested the Following:

- PTBoard to manage the PTO calendar, emails, messages, etc @ www.ptboard.com/index.html
 - Demonstrated the website advantages
 - See JP Ryon's Page: <https://jpryon.ptboard.com/home>

Other Suggested Ideas

- Created a ZIN Corner for the teachers to relax
- Virtual Talent Show
- Showcase Student Organizations

Upcoming Meeting Dates

Tuesday, February 9 @ 5:00pm

Tuesday, April 13 @ 5:00pm

Tuesday, June 8 @ 5:00pm

Meeting Adjourned at 6:19pm | Minutes recorded by Tammy L.S. Wright