

# Building a Bridge Between School & Home

## In-Person & Virtual PTO | PTSO Council Workshop Minutes

October 13, 2022

Meeting Start: 6:05pm

Attendees: 9 Attendees

Tammy L.S. Wright	PTO   PTSO Representative
Christine Paul	Community Engagement and Equity Specialist
Danielle Owens	Mudd ES   Vice President
Aliyah Trice	J.C. Parks ES; President
Cira Michale	Matlua ES; President
Tina Clapsaddle	J.C. Parks ES; Vice President
Erica Wilson	Eva Turner ES; President
Monica Surda	Stoddard MS; President
Vicki Russell Walton	Eva Turner; President

Meeting Called to Order by Tammy L.S. Wright

### WELCOME

Introductions of attendees

Welcomed PTO | PTSO Committee Members

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

Tammy L.S. Wright

### WHY ARE PTOs & PTSO ARE SO IMPORTANT?

- Our PTOs and PTSOs are the nucleus between the schools and parents because we give parents, students, and teachers the opportunity (a) to work together to supplement, (b) enrich the educational experience, and (c) a communion advocate for CCPS to the parents!
- Additionally, with today's tight budgets, a strong, well-functioning PTO and PTSO can be a teacher's most important ally when it comes to achieving curricular and fundraising goals.
- This is different from what any other club in the schools. Yes, all clubs are important to the "student", but we play a very important role in bridging the schools to the homes.

### **FACEBOOK SECRET GROUP**

The purpose of our Facebook Secret Groups is to share your upcoming events, to ask questions, and to support one another.

- **CCBOE PTSO/PTO Council Group**

### **PTO | PTSO MEETINGS | WORKSHOPS**

Our dates to meet have **slightly changed** and I am positioning us for more in person meetings, but I will still provide virtual capabilities access too for those unable to attend.

**All of our workshops are held on the 2<sup>nd</sup> Thursday of the month @ 6pm-7:30pm unless something changes or a conflict in our schedule.**

DATES	LOCATION
Thursday, November 10	Potomac Library <b>Dr. Navarro (Confirmed)</b>
Wednesday, January 11	Virtual Workshop
Thursday, March 9	Location pending
Thursday, April 13	Location pending
Thursday, June 8	Location pending

### **THE STRATEGIC PLANNING PROCESS**

Reviewed by and explained the purpose of strategic planning.

- To provide a foundation for knowing what you are going, why, and to be aware of the purpose of your fundraising goals.
- Provides a quantitative tool to the achievement of both your and the principal's goals.
- Complete this during the summer months with the principal to find out their goals and support.

#### **Your Vision Statement Tips**

- Display it in a common area for parents and students to see.
- Know the purpose of YOUR school's PTO or PTSO because it is a lot more than 'just' fundraising.

#### **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.

### **HELPFUL WEBSITES**

- <http://www.pto.org/leaders.html>
- [www.ptotoday.com](http://www.ptotoday.com)
- <https://www.pinterest.com/pin/383509724502301654/>
- <https://funds2orgs.com/pto-fundraising-ideas-guide/>

### **UPCOMING CCPS ACTIVITIES & OPPORTUNITIES**

#### **Recycled Sculpture Contest**

<https://mde.maryland.gov/programs/LAND/RecyclingandOperationsprogram/Pages/recycled-sculpture.aspx>

#### **Mascot Sightings**

#### **FEV Tutor (Flyer Attached)**

**School Safety Presentation (Virtual) (Flyer Attached)**

**Date:** Monday, October 17<sup>th</sup> @ 6pm

**Career Technical Education Opens (CTE) (Flyer Attached)**

**Date:** Wednesday, October 24 @ 8am – November 14<sup>th</sup> @ 3pm

**FINANCIAL CORNER {Pending Updates}**

- **Amazon Smiles**  
Are we able to do this?  
How would the funds get to the PTO or PTSO?
- **Student Activity Fund w/ Limits**  
Can the PTO or PTSO have their own limits?
- **Credit Card Processing Concerns (See Overview Below)**  
Don't have credit card processing.  
Had credit card processing, but expressed concern with the processing fees.  
Did not know.  
Some has a P-card and some didn't.  
Some use www.MySchoolBucks.com, but pay expensive fees.

**MENTAL HEALTH**

- Host mental health workshops quarterly
- The planners are broken down by school levels
- The quarterly workshop will focus on their grade-level issues/concerns

*\* Pending further discussion for approval*

**Dec 2022:** ES

**Mar 2023:** MS, HS

**May 2023:** ES, MS, and HS (Symposium)

**OPEN FLOOR**



Computers available through the National Science Foundation (Information pending)

Furniture, etc available through Government Surplus (Information pending)

**NEXT MEETING**

Thursday, November 10<sup>th</sup> @ 6pm | Location: Potomac Library

**Meeting Adjourned at 7:37pm** | Minutes recorded by Tammy L.S. Wright

## Virtual community meeting


# SCHOOL SAFETY

With Superintendent of Schools Maria V. Navarro and CCPS staff members

### MONDAY, OCT. 17 6 P.M.

Find Zoom link and question submission link here: [→](#)

SUBMIT YOUR QUESTIONS TO BE ANSWERED  
IN THE WEBINAR BY FRIDAY, OCT. 14.



SCAN ME

Topics included in the meeting:

- Staff background checks.
- Required training for CCPS staff.
- The CCPS visitor management system.
- CCPS social media rules for staff including communication with students.
- The CCPS cell phone policy.
- Age-appropriate instruction and curriculum.
- Counseling lessons and/or other mental health supports.




## Career Technical Education

# APPLICATION WINDOW

### MONDAY, OCT. 24 AT 8 A.M., TO MON., NOV. 14 AT 3 P.M.

**MORE IMPORTANT DATES:**

- Spotlight on CTE for high school sophomores:**  
Tuesday, Oct. 18, 6-8 p.m., at the Robert D. Stethem Educational Center.
- Spotlight on CTE for eighth graders:**  
Wednesday, Oct. 19, 6-8 p.m., at North Point High School.



SCAN ME

Find more CTE  
information here



TAKE ADVANTAGE OF  
**SCHOOL-SPONSORED  
LIVE HOMEWORK  
HELP TUTORING**

*All classes - Math, ELA, Science, and  
Social Studies!*

**ACCESS THROUGH CLEVER**

To schedule, log in to FEV via Clever or email  
[ccboe@fevtutor.com](mailto:ccboe@fevtutor.com) and tell them your school,  
name, student ID, and desired schedule



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