

Madden Elementary PTO - Homeroom Parent Coordinators

February Meeting Notes

Date: **Tuesday, February 6th, 2018**

Meeting Time: **5:30 pm to 6:00 pm**

❖ Madden Elementary Homeroom Parents:

- Homeroom Parents are very important part of Madden Elementary and Madden PTO. (As a reminder to Homeroom parents: please keep in mind that ALL school events where your help is needed will be taken place during school hours. We completely understand that many parents work and have other obligations. Please inform Madden PTO Homeroom parent coordinators (Hajra or Gloria) if you are NOT able volunteer your time during the school events).

➤ NOTE:

Thanks you to ALL Homeroom Parents who helped out during Madden's Winter party. The winter party was a Great success and everyone from the teachers and students loved it. So Thank you from Madden Elementary PTO.

❖ Valentine Door Decorating:

- There is **NO Valentine day door decorating contest** (Just for Fun).
- You may decorate your homeroom teacher's door.
- Please communicate with your homeroom teacher on time and day to decorate their class room door.
- ALL decoration MUST be removed by end of the month by February 28th, 2018.

➤ NOTE:

The Fire Marshall's requirement is not to block off the door edges, you have to have 3inches from the door hinge on one side and doorframe on the other side. The foot of the door must not be blocked off and also the top of the door must have no obstructions, anything that could serve, as a hazard must be avoided. This is very important, as any door that does not conform to these requirements will be disqualified.

❖ Madden Elementary Valentine Day Party:

Date: **Wednesday, February 14th, 2018**

Time: **2:30 pm to 3:15 pm**

- All homeroom parents should arrive 30 minutes prior to the party time (2:00 pm).
- Please check in with PTO homeroom parent coordinators (Hajra or Gloria) at the school cafeteria.
- Madden PTO will provide food: pizza, a sweet treat, water, and all paper goods.
- Homeroom parents are **NOT** allowed to bring outside food or candy for the Valentine Day party.
- Madden PTO will provide **All Games** for each grade levels (kindergarten to fifth).
- Parents may bring goody bags and valentine cards.

- **NOTE: If you are providing goody bags or Valentine day cards there MUST be a goody bag and a card for each child in the classroom. Please communicate with your Childs teacher on how many students are in the class room. Please NO CANDY in the goody bags.**

❖ **Madden Book Exchange:**

- Madden Elementary book exchange will take place during the, PTO's Valentine Day Party on February 14th 2018.

➤ **NOTE:** The Book Exchange Guidelines are as followed:

Books are DUE: by Febuary12,2018

- The book must be a **NEW BOOK!**
- The book should cost **\$5.00** or less.
- The book must be suitable and appealing to both a boy and girl. (Non-gender specific)
- The Book **MUST** be at your child's grade level (Kinder to 5th grade).
- The book **MUST BE WRAPPED** in paper (No gift bags, boxes or tissues).
- Please have your child write his or her name on the wrapping paper.

(There is a book fair at Madden Elementary Library from this week to February 15th. This will offer a perfect opportunity for parents to purchase a book).

❖ **FBISD background check – Very Important!!!!**

- All Madden Elementary Homeroom parents and volunteers must have their Background check cleared before helping in any of the school events.
- If your background check is **NOT** completed or cleared by FBISD and Madden Elementary, you will **NOT** be allowed to participate in any school events.
- Please complete your background check as soon as possible, see FBISD website for more information.

<https://www.fortbendisd.com/Page/830>

❖ **Contact Info:**



Maddenelementarypto@gmail.com



Online: @Facebook Madden Elementary PTO

Thank you for volunteering your time to serve as Homeroom Parent for your child's class!

Madden Elementary PTO
Homeroom Parent Coordinators
Hajra & Gloria