

PTO Code of Conduct

Principles to keep in mind:

- Organizational goals before personal goals: Put the best interests of the entire program ahead of individual desires. We are here to serve all the children with quality programs.
- Look for ways to improve the organization rather than pointing fingers. Don't complain about it, do something: Minimize complaints and pettiness.
- Speak up when you have questions or disagree, but support the final decision of the organization: Once an issue has been discussed and decided, support it and defend it. We may make mistakes, but we do so in good faith with the best interests of all children at heart. Be a good ambassador. Look for opportunities to ask for comments and input and invite others to help. Be open to all ideas. Address rumors and misunderstandings. By being open and communicating, we can head off misunderstandings.
- Accept responsibility: Take on your share of the work. Do your best, ask for help and look for ways to improve prior practices. Accept blame graciously and give credit to your colleagues. Work together. Work with and communicate with the rest of the board, officers, staff and volunteers. We need to restrain egos and share ideas and responsibility.
- Think broadly: Look at problems from an organization-wide perspective. Focus on the best interests of all the children. Look for ways to collaborate with others (other schools, PTO's, etc.). Look for ways to draw on the expertise of others.
- Treat your colleagues respectfully: Give your colleagues the benefit of the doubt. They are volunteers just like you, doing their best to help build a quality program for our kids. Conflicts should focus on issues, not personalities or individuals. Courtesy goes a long way toward building harmony and cooperation.
- Know what's going on: Talk to the folks involved (volunteers, staff, and students). Attend meetings and programs. Ask questions. Get answers. Keep your finger on the pulse of our organization.
- Be altruistic: Volunteer to help a group even if your child is not affected. We all need to be willing to help each other for the best overall good of our children.
- Periodically review the organization and its programs: Take a fresh look at how things are done. Don't be afraid to enlist new talent. Teach them how things have been done in the past, but don't handcuff innovation and improvement.

Thank you for your commitment to our organization, and we look forward to working side-by-side with you for the interests of our kids!