

## GROUPME

This tool allows 2-way communication between all PTO leaders and parent volunteers. GroupMe is a quick and easy way to communicate to a large audience. Fill out the form and make sure you read the Communication Guidelines.

Rules of Engagement for Participation in Gateway Preparatory Academy's GroupMe chats:

- No profanity or vulgar comments
- No accusations or accusatory language toward an individual or group of individuals.
- No negative comments about teachers, staff or students
- No comments not related to school events or functions
- We encourage your participation in our GroupMe chats. We ask that you exercise civility and goodwill in your communication. Any user that posts comments that are intentionally rude or deride the opinions of others will be removed from the chat.
- Feel free to ask questions about school events or functions, or information distributed to inform parents.
- GroupMe chat members with a question not school related should contact PTO Board Members in person, phone or by email.

What Is GroupMe?

- GroupMe is a free group messaging app
- GPA PTO uses GroupMe to communicate school news and events with parents
- There are multiple GroupMe chats under the GPA PTO umbrella:
  - GPA PTO General Members
  - GPA Executive Board
  - GPA PTO Board
  - GPA Planning Committees and Boards
- People wanting to join an account can be added by a current GroupMe member
- GroupMe has direct message features – a member can direct message another member in the same group
- Phone numbers are hidden in the GroupMe app
- Comments cannot be deleted once posted on GroupMe.

How to Use GroupMe

Below are a few examples of how you can use GroupMe to ask questions about upcoming school events, as well as some messages of what is better for a private direct message, private text, email or phone call.

Examples of questions/comments for your GroupMe Chat

"If it rains tomorrow, what will we do about the Walkathon?"  
"What time does Field Day start?"  
"Do we need any more volunteers for the party on Friday?"

Examples of questions/comments better for a PRIVATE message. Please keep these types of comments between you and the teacher, staff member, parent, etc.

"Bobby is going to be sick today"  
"Hey Sally, I'm in the portables. Are you here?"  
"Jack can't remember his Summit login. Can you resend it?"  
"Jane lost her sweater on the playground. Has anyone seen it?"

Keep in mind the more posts on GroupMe the longer the thread (the more chatter, the more clutter).

-----  
ADD ME TO THE GPA PTO GROUP ME, PLEASE!

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

\*\*Please provide your mobile number and email used where you've downloaded the GroupMe app.\*\*

Kid(s) Grade Levels

We would like to set up separate grade level GroupMe groups depending on interest and participation so let us know which one(s) you need to join based on what grade your child will be in for the 2018-2019 school year.

Kindergarten	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>
5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	