

# Russell Lee Elementary PTA Facebook

## Posting Rules and Guidelines

### About the Group:

Supporting Russell Lee Elementary students' educational and developmental journeys while providing a forum to build and celebrate our community.

### Related:

- [Communication Resources for Russell Lee Elementary](#)
- [Lee PTA membership facebook group](#)
- [Lee PTA announcements page](#)

### Membership

- Parents and Caregivers of Lee students
- Parents of Incoming Lee students
- School and PTA volunteers
- All registered Lee PTA members
- Lee Elementary teachers and staff

### Rules

1. **Be appropriate.** Offensive or inappropriate content will not be tolerated, including (but not limited to) violent images or videos, personal attacks, SPAM, swearing, or bullying of any kind.
2. **Be kind.** Sarcasm and innuendo are not effective styles of communication in electronic forums.
3. **Be relevant.** Posts and conversations about school or PTA events, education and learning, and parenting are welcome.
4. **Find solutions.** Constructively raise issues of common concern for discussion and feedback.
  - a. Avoid public feedback and/or criticism of teachers, staff, curriculum, group moderators, PTA leadership, or any other targeted individuals.
  - b. Complaints or grievances must be raised directly with the appropriate school teachers, staff, and PTA leadership as needed.
5. **Be mindful.** Do not post confidential and any private information such as student information, grades, and content from direct conversations (emails / direct messages).
  - a. Sharing screenshots of private conversations for the purpose of airing grievances will result in a suspension of membership.

6. **Ask for advice.** Ask for recommendations and share your relevant expertise and experience.
  - a. It is appropriate for a PTA member to endorse a business in response to a request for recommendation but please refrain from soliciting on behalf of your own business.
7. **Ask first.** Post photos of children only with the permission of the children's parents/guardians.

If a post or comment does not comply with these rules, the Social Media Committee Chair will ask the poster to remove or edit the post/comment. If the concern is not resolved, the moderators may agree to remove the post/comment.

If an individual has two posts/comments removed during the same school year, they will be removed from the group for the rest of the school year. If an individual is removed from the group in two separate school years, they will not be permitted to re-join the group.

#### Admin/Moderation Structure:

- 2 administrators with responsibility for approving members and assisting with moderation, upon request: PTA President and VP of Communications
- 3 moderators nominated by the PTA Executive Board who serve presumptive two-year terms
  - Social Media Committee Chair
  - Social Media Moderator (2)