

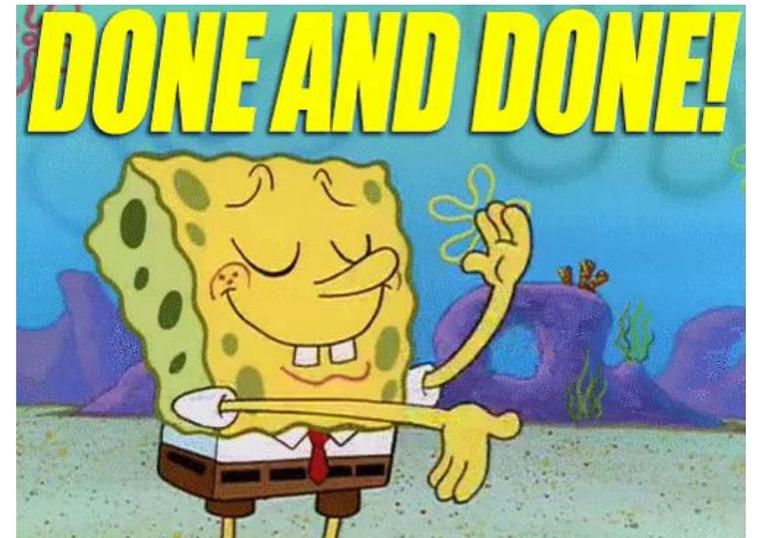
## WE HAVE A PTA

Now what did I get myself into and all the other scary myths and legends?



# Your Checklist to be in compliance for an active PTA.

- Bylaws APPROVED by FPTA
- New and Returning Officers Submitted
- Audit Completed and submitted to FPTA
- Membership Dues Paid
- Taxes 990N Done



Have you  
completed  
these items?

- By-laws Done and Approved ( good for 3 years )
- Officers have been submitted to Florida PTA
- Read and Know your By-Laws – Can solve many issues
- Budget approved ( by Board and General Membership )
- Standing Rules ( optional but suggested )
- 990N Form Taxes



A woman and a young boy are high-fiving at a table in a classroom. The woman is wearing a striped shirt and denim overalls, and the boy is wearing a blue shirt and denim overalls. They are both smiling and looking at each other. The background shows a classroom setting with a whiteboard and various items on a shelf.

# Ideas for success

## (The Fun Stuff)

- Mission Statement or Focus ( what is your WHY? )
- Consider and vote on Committee Chairs
- Reach Out to community partners
- Consider your Programs ( givebacks ) – talk to parents and school admin on needs
- Consider your Fundraisers
- Set date and plan events for General Meetings
- Set plan dates for events with Admin
- Plan Spirit and Education nights
- Locate another neighboring strong PTA for assistance & ideas
- Schedule county trainings

## 2<sup>nd</sup> half of the year stuff

( usually after holidays )

- Review your budget ( make any changes ) When?
- Elect your nominating committee ( done at General Mem Meeting)  
Check bylaws for requirements
- Elections – ( done at last General Meeting of year)
- Nominate and Elect Audit Committee ( at last General Mem Meeting)
- Vote on who will go to Legislative Convention (optional event )



# Hints , Suggestions, Ideas to keep your PTA/PTSA strong.

- Set meetings when its convenient for your majority ( no perfect time)
- Keep meetings running smoothly and efficiently
- **Presidents not principals run meetings**
- Discourage Parking Lot conversations
- Make sure every voice is heard and respected
- **Empower your group, make them feel important and needed**
- Make sure your principal ( or admin ) is included in meetings
- Be sure to all thank them for their work , its all volunteer
- **ASK** others to be part of the PTA/PTSA
- **When things get rough remember your WHY**
- Feel free to call your county council or state pta
- Don't allow PTA stuff to interfere with family - Family First!!!



You make an  
impact!!!



# Go with Questions!!!

Jennifer Martinez

Frank Reyes

STAY COOL!

