

RECEPTION



California State
PTA
everychild. onevoice.

CONNECTING | GROWING | INCLUDING | INSPIRING

Welcome

A RESOURCE PACKET FOR PTA LEADERS

**THIS IS
YOUR
KIND OF
PTA.**

Supporting you in your journey to connect,
include, inspire and grow your PTA.

AUGUST 2021



CAPTA.ORG



CONNECTING | GROWING | INCLUDING | INSPIRING

California State
PTA®
everychild. onevoice.

August 2021

Dear PTA Leader:

Welcome to a new PTA term. Thank you for your leadership.

We know this has been a difficult time and we know we all have a lot of work to do. But I want you to know we are all here for you. You are part of an amazing association that has faced challenges before and its strength comes from the team of people who know the importance of caring for and prioritizing all of our children. This is your kind of PTA. You are connecting, including, inspiring and growing PTA. We want to support and help you along your PTA journey.

The enclosed Leader Welcome Packet is filled with resources for you and your PTA volunteer team. The items in this packet were created by PTA leaders for PTA leaders to support and guide you.

The PTA calendar can help keep you on track for the year. Be sure to add your local deadlines, so you don't miss out on any opportunities.

Teamwork, clear goals, timelines, and PTA resources will be the key to a positive and productive PTA year. Take some time to look through the resources provided to learn new ideas, gain inspiration and guidance. Pass the information out to your board members and visit our website www.capta.org for more resources. Be sure to follow us on social media and keep in touch. We want to know about the great things you are doing.

Thank you for your dedication, commitment, and service. We want to know how we can make information more available or useful. If you'd like to contact us, please email info@capta.org and if you have questions or concerns, contact us. We are here to help you.

Thanks again for all you do on behalf of the children and families you serve.

This is your KIND of PTA,

Carol Green
President, California State PTA

Resources for PTA Officers

... to make your PTA job easier

President

- PTA CALENDAR: reminders and due dates 5-8
- PTA ORDER FORM: publications order form for Toolkit, Bylaws, and other information 9

Treasurer

- Financial Filing Requirements 10-11
- Workers' Compensation 12
- Auditor 12

Membership

- Resources, Awards, and Incentives 13-14
- National PTA Membership Kit 15-16

Parliamentarian

- PTA Bylaws Review Steps 17
- PTA e-Bylaws 18
- Summary of the Bylaws Amendments adopted by the delegates at the 2021 Convention 19

Communications

- California State PTA on Social Media 20
- Communication guidelines, resources and logos 21

PTA Advocacy and Focus Areas

... to help you positively impact the lives of all children and families

Advocacy and Legislation

- Advocacy Agenda for Equity 23

Education

- Supporting Student Success 24-25

Family Engagement

- Overview 26
- Handout: Tips to Calm Start-of-School Jitters 27

Health and Community Concerns

..... 28

Programs, Services and Resources

... to engage your community and help your PTA succeed

Convention 2022 Save the Date	30
Member Perks	31-32
Reflections Art Program	33
School Smarts Family Engagement Program	34
Discover Together/Resource Library	35
PTA Store	36
AIM Media Liability Insurance	37
CETF	38



Resources Presidents & Officers

PTA is an entire local, state, and national organization here to help you make your PTA — and your PTA experience — the very best. We've got it all, from tips on running a local meeting and creating membership materials to leadership hints, important finance reminders, and even pointers on how to write statewide resolutions. And if you have questions or concerns, call or write so we can assist you.

HANDOUTS In this section



President

- PTA CALENDAR: reminders and due dates
- PTA ORDER FORM: publications order form for Toolkit, Bylaws, and other information

Treasurer

- Tax Filing Requirements
- Workers' Compensation
- Auditor

Membership

- Resources, Awards, and Incentives
- National PTA Membership Kit

Parliamentarian

- PTA Bylaws Review Steps
- PTA e-Bylaws
- Summary of the Bylaws Amendments adopted by the delegates at the 2021 Convention

Communications

- California State PTA on social media
- Communication guidelines, resources and logos

additional resources

On our website:

capta.org/pta-leaders/run-your-pta

- Job Descriptions
- Finance Information
- Bylaws and Standing Rules
- Parliamentary Procedure
- Nominations and Elections
- Advocacy for PTA leaders
- Membership and Marketing tips
- And more







In the PTA Toolkit:

toolkit.capta.org



The Toolkit provides guidance, instruction and ideas to ensure a successful term as a PTA officer or chairman. You will discover valuable information to assist your PTA/PTSA with the important work that you do on behalf of all children and families.

Calendar Reminders and Due Dates







Check with your Council/District for local due dates. Then use it as a guide throughout your PTA year.

MONTH	Due Date COUNCIL PTA Insert Council Due Date(s)	Due Date DISTRICT PTA Insert District Due Date(s)	Due Date STATE PTA Insert State Due Date(s)
JULY 2021			
Term Begins		July 1	July 1
Confirm all officer contact information is in MyPTEZ			July 1
Set PTA Program Calendar and due dates			
Review BYLAWS	Reviewed Annually/Submit every five years		
Prepare Year-End Audit	Forwarded/uploaded after adoption	Forwarded/uploaded after adoption	Forwarded/uploaded after adoption
Begin Membership Campaign Online resources: capta.org/resource/membership-toolbox-for-pta-leaders/	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly
Update Leaders in E-membership (TOTEM) capta.org/pta-leaders/services/electronic-membership-system			
Update bank and check signer information as needed at bank and in TOTEM			
AUGUST 2021			
Upload current Fiscal Year Budget, End of Year Audit for Prior Fiscal Year, and Annual Financial Report (Budget vs. Actuals) for Prior Fiscal Year to MyPTEZ	As soon as possible after adoption	As soon as possible after adoption	As soon as possible after adoption
Continue Membership Campaign	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly







Calendar Reminders and Due Dates

MONTH	Due Date COUNCIL PTA Insert Council Due Date(s)	Due Date DISTRICT PTA Insert District Due Date(s)	Due Date STATE PTA Insert State Due Date(s)
OCTOBER 2021			
Continuing Education Scholarship Applications due	N/A	N/A	October 1
Program Grant Applications due	N/A	N/A	October 1
Continue Membership Campaign	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly
Ready, Set ... Remit! Membership Award	N/A	N/A	October 30
Red Ribbon Week	October 23-31, 2021		
NOVEMBER 2021			
National PTA Reflections Theme Search entries due	November 1, 2021		
DRAFT Resolutions due	N/A	N/A	November 1
Tax forms to IRS, Franchise Tax Board (FTB), and Attorney General's Registry of Charitable Trusts (AG/RCT) capta.org/pta-leaders/services/tax-filing-support-center	<div>Due 15th day of the 5th month following the end of your Fiscal Year (FY). For PTAs with a FY end of June 30, the date is November 15. Check your Bylaws for your Fiscal Year!</div>		
Check for new incentives and membership challenges	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly
DECEMBER 2021			
Minimum per capita memberships (15) due to remain in good standing			December 1

Calendar Reminders and Due Dates

MONTH	COUNCIL PTA Insert Council Due Date(s)	DISTRICT PTA Insert District Due Date(s)	STATE PTA Insert State Due Date(s)
DECEMBER continued			
Insurance premium due			December 20
Check for new incentives and membership challenges	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly
JANUARY 2022			
California State PTA Legislative Conference	January 2022 TBD in Sacramento All Leaders Encouraged and Welcome to Register		
FINAL Resolution submission due	N/A	N/A	January 5
Reflections Art Program Entries Due - must be submitted through channels*			Due to California State PTA from District PTAs by January 15
Prepare Mid-Year Audit	All Month		
Workers' Compensation Annual Payroll Report due			January 31
Kick off Mid-Year Membership Campaign - check for new incentives and challenges	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly
FEBRUARY 2022			
Founders' Day	125 Years of PTA - February 17, 2022		
Graduating High School Senior Scholarship Applications Due	Interview with District President required before submission		February 1
Upload Mid-Year Audits into MyPTEZ as soon as possible after adoption	All Month		
Continue Mid-Year Membership Campaign	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly

Calendar Reminders and Due Dates

MONTH	COUNCIL PTA Insert Council Due Date(s)	DISTRICT PTA Insert District Due Date(s)	STATE PTA Insert State Due Date(s)
MARCH 2022			
Order Honorary Service Awards (HSAs)	Honorary Service Awards can be given anytime		
California State PTA Annual Convention Registration opens	TBD online at www.capta.org/convention		
Continue Mid-Year Membership Campaign - check incentive deadlines	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly
APRIL 2022			
Continue Mid-Year Membership Campaign - check incentive deadlines	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly
California State PTA Convention	April 29 - May 1, 2022 in Ontario, CA Everyone is encouraged to attend		
MAY 2022			
Teacher Appreciation Week	National: May 2-6 California: May 9-13		
Membership Continues	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly
JUNE 2022			
Roster of Officers for Next Fiscal Year due			June 1
Volunteer Hours: Annual Historian Report due			June 1
Freewill Offering due			June 1
Finalize Year-End Membership Campaign and begin planning for next term.	Remit per capita membership dues monthly	Remit per capita membership dues monthly	Remit per capita membership dues monthly

This calendar is the best information we have at time of publication and is for planning purposes only. Dates are subject to change. Please check with your PTA council (if in council) and/or PTA district for their deadlines. Some items must go through channels [*channels: to council, if in council; or to district for out-of-council PTA units) and MUST be submitted by your council/district deadline. Items listed here may NOT be submitted directly to State PTA.

Check www.capta.org for the latest information.

Order Form**PTA LEADER MATERIALS ORDER FORM**

Electronic copies of all the resources and materials included in the Leader Welcome Packet are available to download, print and share online at capta.org/pta-leaders/leader-welcome-packet.

If you'd like to request **additional FREE hard copies** of the Leader Welcome packet or the other leadership materials listed below, California State PTA is providing a **one-time opportunity** for you to do so. You may either request these materials online at https://castatepta.formstack.com/forms/leader_welcome_packet_order_form, or by completing the paper order form below and mailing it to:
California State PTA, ATTN: Materials Order, 2327 L Street, Sacramento, CA 95816.

Orders must be received by October 1, 2021.

I would like the following item(s) mailed to me for free (please check all that apply):

- ☐ Leader Welcome Packet Quantity _____
- ☐ *Running Your PTA... Made Easy* Quantity _____
- ☐ California State PTA Toolkit * Quantity _____
- ☐ 2021 Bylaws (*Please specify ONE of the following, corresponding to the level of your PTA:*)
- ☐ Unit ☐ Council ☐ District Quantity _____

What is your language preference for the above items?

- ☐ English
☐ Spanish

YOUR CONTACT INFORMATION:

Name: _____

CAPTA ID# (if ordering bylaws): _____

PTA Unit: _____

Council: _____ District: _____

Mailing Address: _____

City: _____ State: CA Zip: _____

Email: _____

* Toolkits will be shipped directly to your PTA district office. Please contact your district to coordinate delivery options. Please allow four weeks for delivery. All other materials will be sent to the address you supply above.

Tax Filing Requirements

Tax-exempt organizations, including PTAs, must file annual returns

Tax-exempt organizations operating in the State of California, including PTAs, are legally required to file annual returns with the following federal and state agencies:

- 1) United States Department of the Treasury *Internal Revenue Service (IRS)*
- 2) State of California *Franchise Tax Board (FTB)*
- 3) State of California *Attorney General's Registry of Charitable Trusts (AG/RCT)*

California State PTA is committed to providing information to help your PTA remain in compliance with its annual filing requirements. Please visit the California State PTA Tax Filing Support Center at <http://capta.org/pta-leaders/services/tax-filing-support-center/> for step-by-step pointers on what your PTA needs to file and other useful materials.

If your PTA requires assistance completing any of the required filings beyond information provided in the applicable forms, instructions and publications, contacting a Certified Public Accountant (CPA) or tax professional, such as an Enrolled Agent (EA), specializing in nonprofit organizations exempt from federal and state income tax as public charities is recommended.

1) Internal Revenue Service - Form 990 Series

- There are three forms in the Internal Revenue Service (IRS) Form 990 series. **Only ONE should be filed** which is generally based on your PTA's financial activity (refer to the chart below).

IF YOUR PTA'S GROSS RECEIPTS ARE...	FILE FORM...	COMPLEXITY
Normally \$50,000 or less (refer to Appendix B of the Form 990-EZ Instructions for guidance regarding "normally")	990-N	Low
Normally greater than \$50,000, less than \$200,000 during the year, AND total assets are less than \$500,000 at the end of the year	990-EZ	Medium
Equal to or greater than \$200,000 OR total assets are equal to or greater than \$500,000 at the end of the year	990	High

- The IRS requires the applicable form in the 990 series to be filed no later than 4 ½ months after your PTA's fiscal year ends. For example, if your PTA's fiscal year ends on June 30, the applicable form must be **filed with the IRS by November 15.***
- For 990 series forms and instructions, please visit the following page at the IRS website: <https://www.irs.gov/charities-non-profits/form-990-series-which-forms-do-exempt-organizations-file-filing-phase-in>
- If your PTA generates *unrelated business income* equal to or greater than \$1,000 during the year, it may be required to file IRS Form 990-T, *Exempt Organization Business Income Tax Return*, in addition to form 990-N, 990-EZ, or 990. For more information, please visit the following page at the IRS website: <https://www.irs.gov/charities-non-profits/unrelated-business-income-tax>

*** Due 15th day of the 5th month following the end of your Fiscal Year (FY). For PTAs with an FY end of June 30, the date is November 15. Check your BYLAWS for your Fiscal Year**

Tax Filing Requirements

2) Franchise Tax Board - Form 199 Series

- There are two forms in the Franchise Tax Board (FTB) Form 199 series. **Only ONE should be filed** which is generally based on your PTA's financial activity (refer to the chart below).

IF YOUR PTAs GROSS RECEIPTS ARE...	FILE FORM...	COMPLEXITY
Normally \$50,000 or less	199N	Low
Normally greater than \$50,000	199	Medium

- The FTB requires the applicable form in the 199 series to be filed no later than 4 ½ months after your PTA's fiscal year ends. For example, if your PTA's fiscal year ends on June 30, the applicable form must be **filed with the FTB by November 15.***
- For more information on filing requirements, Exempt Organization Forms and Publications, please visit the following page at the FTB's website:
<https://www.ftb.ca.gov/file/business/types/charities-nonprofits/annual-and-filing-requirements.html>
- If your PTA generates *unrelated business income* in excess of \$1,000 during the year, it may be required to file FTB Form 109, *California Exempt Organization Business Income Tax Return*, in addition to form 199-N or 199. For more information, please visit the page listed above for FTB Exempt Forms and Publications.

3) Attorney General's Registry of Charitable Trusts - Form RRF-1

- The Attorney General's Registry of Charitable Trusts (AG/RCT) requires all charitable organizations operating in the State of California, including PTA units, councils and districts, to be registered with the Registry of Charitable Trusts and to file Form RRF-1 annually.
- The AG/RCT requires Form RRF-1 to be filed no later than 4 ½ months after your PTA's fiscal year ends. For example, if your PTA's fiscal year ends on June 30, Form RRF-1 must be **filed with the AG/RCT by November 15.***
- Beginning with the 2019-20 fiscal year, all nonprofits, including PTAs, with gross receipts of \$50,000 or less are required to file a CT-TR-1 Treasurer's Report Form with the AG/RCT together with the RRF-1 filing. Effective 01/2021, back filings of old RRF-1s must be on the newest version of the RRF-1 form and have a CT-TR-1 form attached or it will be rejected by the Attorney General's office.
- For more information as well as the forms and instructions, please visit the following page at the AG's website: <https://oag.ca.gov/charities/renewals>
- If your PTA does not have a CT number yet, **please complete the INITIAL REGISTRATION NOW** as the process can take approximately 90 days to complete.

*** Due 15th day of the 5th month following the end of your Fiscal Year (FY). For PTAs with an FY end of June 30, the date is November 15. Check your BYLAWS for your Fiscal Year**

Workers' Compensation



- Workers' Compensation Annual Payroll Reports and any workers' comp surcharge due submitted directly to AIM.
- Regular insurance premiums submitted through PTA channels (e.g. unit to council, council to district, district to state).
- More information about both processes will be included in the Financial Mailing distributed in Fall 2021.

For insurance purposes, all PTAs in California are required to file a Workers' Compensation Annual Payroll Report for each insurance policy year. In the report, each PTA must list anyone it paid, whether employee or independent contractor, during the insurance policy year and include some additional information related to those payments. If payments for services to those without their own workers' compensation insurance coverage exceed \$1,000, the report is also used to calculate a workers' compensation surcharge that is due with the report. Note: an employee or independent contractor's general liability insurance is NOT the same as workers' comp insurance.

Last year, a new process was implemented for PTAs to file their Workers' Compensation Annual Payroll Report and pay any workers' compensation surcharge due making it easier for PTAs to file the report and giving most PTAs more time to file it. That process involves submitting the report and any workers' compensation surcharge due directly to AIM, California State PTA's insurance broker. It also includes the ability to file the report and make payment electronically. Additional information about this process will be included in the Financial Mailing that will be distributed in the Fall of 2021. The due date to file the Workers' Compensation Annual Payroll Report and remit any workers' compensation surcharge due is January 31, 2022.

Please note that this process only applies to the Workers' Compensation report and any workers' compensation surcharge due. Every unit, council, or district PTA should continue to pay their regular insurance premium through channels (i.e. unit to council or district if not in a council, council to district, and district to state). Please check with your council or district for local due dates.

Resources for PTA Officers

Auditor

Name and Terminology Changes will be coming to the Auditor Position/Audit Forms

While the summer mailing refers to "audits" and "auditors" and "audit review committee", there will be a change to this terminology during the upcoming term. California State PTA will be working with the California Board of Accountancy, our attorney, and the insurance company on the new wording to fit the professional definitions regarding the PTA auditor position and what constitutes an audit. The duties and process will not be changing significantly, but the names of the positions and titles of the forms will change.

We will let you know as changes are made. In the meantime, please continue to use the forms and processes we have in place.

Resources, awards and incentives

MEMBERSHIP

Tools and resources to help build membership and market your PTA

Here are a few easy-to-use tools and resources to help you plan and promote your PTA membership campaign during the back-to-school season — and all year long!



Membership Resources

Organizing and running a PTA membership campaign can be fun and easy! California State PTA has a variety of resources to help you build PTA membership at your school.

During the back-to-school season, we'll be sharing weekly "Membership Monday" e-blasts with PTA presidents, membership leaders and communications officers featuring tips, training and resources to help you build membership and promote the value of PTA.

- California State PTA - www.capta.org
- Building Membership and Marketing Your PTA- <http://capta.org/pta-leaders/run-your-pta/building-membership/>
 - Webinars
 - Customizable Marketing Tool – insert your school's pictures!
 - Local Marketing Plan template worksheet
 - Local Membership Goal setting template worksheet
 - Messaging that Works
 - Membership Envelopes and Cards (including template for printing hard-copy cards)
 - Membership Videos
 - Logos, banners and more
 - Member Perks information
 - Membership Themes
- Toolkit - <http://toolkit.capta.org/membership/>
- National PTA - <https://www.pta.org/home/run-your-pta/membership-campaign/>

California State PTA's membership year runs from July 1 to June 30.

Resources, awards and incentives

Each PTA must remit dues monthly. Please refer to your council and/or district PTA for due dates. Councils and districts set their own due dates in order to meet California State PTA deadlines. When sending in your remittance to your council and/or district PTA, please allow additional time for them to process and mail checks to the state PTA office.

Remittances of "per capita" should be forwarded by every PTA at least monthly, and sent to your council and/or district PTA. "Per capita" means per-person dues and is the portion of membership dues not belong to your PTA. The unit (school) PTA remits to the council PTA (if in council). The council PTA remits to the district PTA. The district PTA remits to California State PTA, which remits to National PTA.*

*Local PTAs that use the electronic membership system powered by Totem will have a dual system—remitting through channels for traditional membership and automatic remittance through the Totem system.

Membership Awards and Incentives

Ready, Set...Remit! Award

30 members due in the state PTA office Oct. 30

Certificates from California State PTA will be distributed to each unit PTA that remits per capita dues for 30 or more members, through PTA channels, to arrive in the California State PTA office by October 30. No application required.

Look for more challenges and incentives on the California State PTA website this fall.

Stay tuned for details on 2021-22 membership awards and incentives, which you can find at <https://capta.org/pta-leaders/run-your-pta/building-membership/incentives-and-awards/>

Be sure to share your membership success stories with us on social media and here https://capta.org/resource/pta_success_story_submission_form/

For more information on these awards and applications, visit:
<http://capta.org/pta-leaders/run-your-pta/building-membership/incentives-and-awards/>

National PTA Membership Kit

INVEST



FOR YOUR CHILD

JOIN



FOR YOUR CHILD

ADVOCATE



FOR YOUR CHILD

ENGAGE



FOR YOUR CHILD

CHAMPION



FOR YOUR CHILD

PTA FOR YOUR CHILD

**MEMBERSHIP
CAMPAIGN
TOOLKIT**

ACT



FOR YOUR CHILD

VOLUNTEER



FOR YOUR CHILD

GUIDE



FOR YOUR CHILD

PROTECT



FOR YOUR CHILD

CONNECT



FOR YOUR CHILD

National PTA Membership Kit

Implementation

The *PTA For Your Child* messaging and collateral materials are designed to support your current membership outreach strategy via the activities and communication channels you are already using to recruit new members and renewals. To kickstart your planning, we've outlined a campaign implementation checklist for you to build into the first 30 days of annual recruitment and to use throughout the year.

- ☐ **View the Training Webinar:** Participate in the *PTA For Your Child* membership campaign training webinar for further details about the campaign. This training webinar is available on the National PTA's [website](#).
- ☐ **Read Through the Campaign Toolkit:** Thoroughly review this toolkit and accompanying PowerPoint templates so you can understand how to incorporate the campaign messaging and visuals into all membership communications for your school community.
- ☐ **Inform and Educate the Executive Board:** Share and review the membership campaign with the full executive board.
- ☐ **Update Your Website:** Update the language about membership and add a clickable JOIN NOW button on your PTA website using the graphics provided with this toolkit. This should link directly to your member registration page.
- ☐ **Make Joining Easy:** Add membership language and a JOIN PTA link to all social media platforms and hyperlink social media images directly to your member registration page.
- ☐ **Create a Membership Communications Schedule:** Develop a weekly communications schedule of 1-3 social media posts and/or listserv posts per week in the first 30 days.
- ☐ **Vary the Visuals:** Use a variety of the campaign's social media images, alternating the *PTA For Your Child* and "No Wrong Way To PTA" images to engage followers.
- ☐ **Directly Solicit Families:** Send out the "Sample Membership Ask Email/Letter" and then follow-up with those who join using the "Sample Thank You Email/Letter."
- ☐ **Use Consistent Branding:** Clearly and consistently brand all membership appeals and relevant PTA events with the campaign visuals. This includes using the campaign hashtags in all social media posts related to membership recruitment.
- ☐ **Ask, Ask, Ask:** Don't stop soliciting members after the school year is underway. Be sure to include messaging and the benefits and impact of PTA membership in communications throughout the year.

PTA Bylaws Review - 4 Key Steps

Step 1: Getting Started

President:

- Appoints bylaws committee, chaired by parliamentarian

Parliamentarian:

- Sets meeting date for bylaws committee
- Goes online – www.capta.org - to sign up for California State PTA's e-Bylaws Program to update bylaws. Please be advised that currently the only bylaws version available in our e-Bylaws Program is the English version.
- Reviews current bylaws prior to meeting
- Provides copies of current bylaws for bylaws committee members

Bylaws Committee:

- Reviews current bylaws to see if any changes are necessary
- Lists proposed amendments, including article, section and page number

Parliamentarian:

- Uses e-Bylaws Program to complete and then download a pdf of updated bylaws with amendments, if any
- Prints double-sided, hard copy of bylaws to keep for unit reference and files if filing by mail. If sending bylaws electronically, save it in pdf format for submission

Executive Board:

- Reviews updated bylaws with proposed amendments, if any, at board meeting
- Votes to approve
- Secretary records outcome in Minutes

Step 2: Submit Bylaws

Parliamentarian:

- Makes double-sided copies of bylaws if sent via mail. If sending electronically, save it in pdf format.
- Sends to council, and/or district:
 - a. For in council units: Three (3) double-sided, copies of bylaws and additional signature pages
 - b. For out of council units: Two (2) double-sided copies of bylaws and three (3) additional signature pages
 - c. Completed Bylaws Submittal Form, listing proposed amendments, if any (download from California State PTA Toolkit online at <http://toolkit.capta.org>)
 - d. Work with your council or district parliamentarian to see if you can submit your bylaws electronically

Step 3: Adopt Bylaws

After approved bylaws are signed by the State Parliamentarian and returned to your unit through channels:

President:

- Puts adoption of bylaws amendments on agenda for next association meeting
- Notifies members of proposed amendments at least 30 days in advance of the meeting

Members:

- Vote to adopt bylaws at an association meeting, with a two-thirds (2/3) vote required

President and Secretary:

- Sign and date master set of bylaws for secretary to keep in their files
- Sign and date copies of bylaws for the president and parliamentarian

Step 4: Complete Process

Parliamentarian:

- Upon adoption of the bylaws, the unit parliamentarian will send:
 - In council units: two (2) copies of signed and dated signature page to council PTA
 - Out of council unit: one (1) copy of signed and dated signature page to district PTA
 - Makes copies of bylaws for executive board members to keep in files

additional bylaws resources & information

capta.org/pta-leaders/run-your-pta/bylaws-and-standing-rules

capta.org/pta-leaders/services/ebylaws

PTA e-Bylaws

Did you know that there's a fast and easy way to update unit bylaws, using the California State PTA's e-Bylaws Program online?



HOW TO SIGN UP – Before using e-Bylaws, get a username and password:

- Go online to www.capta.org and click on PTA LEADERS>SERVICES>EBYLAWS
<https://capta.org/pta-leaders/services/ebylaws/>
- On the e-Bylaws home page, click on the Request a Username & Password button.
- Fill in the form with your name and contact information. Select your user type. If you are not the unit parliamentarian, select unit assistant. Click Next.
- Select your PTA district number/name and your PTA council name. Type in your school's name, city and your California State PTA unit ID number found in your current bylaws. If you can't find it, contact your council or district for this number.
- Enter a username, all lower case, and write it down. Click Next, then Submit to submit your request. You will be emailed your password in three to five days.

HOW TO USE E-BYLAWS – Once you have a password, go online to e-Bylaws:

- Click the Access e-Bylaws button and log on with your username and password.
- Your unit data will appear.
- The first screen is the Unit Information Record. This information can only be entered or changed by California State PTA. If the information is complete and correct, click Next. If it is incorrect, contact your PTA district for assistance.
- Go through each screen, saving often. Enter data or click on buttons to build your bylaws.
- When finished, click Save one final time, then click on Bylaws to generate and download a PDF file of your bylaws. Check your entries at this time.
- If there's a DRAFT watermark on the pages, an error or missing information must be corrected. Go through each screen, looking for a red outline on the information boxes. Move your cursor over any box with a red outline for directions to correct the problem.

HOW TO COMPLETE THE PROCESS – Download the PDF file of your bylaws:

- Review each page prior to printing out the copies

Sending via mail

For in council units: Print four (4) copies and print four (4) signature pages. One copy is for your records.
For out of council units: Print three (3) copies and print three (3) signature pages. Once copy is for your records.

Sending electronically

Save a pdf copy for submission.

- Remember to keep a copy of your bylaws for reference. Please be sure to also include a completed Bylaws Submittal Form, found in the California State PTA Toolkit online, to your council, if in council, or your district PTA parliamentarian.

California State PTA Bylaws Amendments

Adopted at the 2021 Convention

At the May 2021 Convention, the Association adopted amendments to the California State PTA bylaws. The objective in the adopted bylaws was to modernize the California State PTA bylaws and to provide clarity to our policies and procedures. Many of these proposed amendments are reflective of the need for flexibility especially during times of emergency (like now during a pandemic). We also felt it was very important that we adopt gender-neutral terminology throughout the document to promote and create more member inclusivity. A further global change was the adoption of the additional phrase of “annual meeting” where the phrase “convention” appears to reflect that the annual meeting takes place during the time of convention or could take place without a convention. Here is a summary of the sections of California State PTA’s bylaws adopted at our May 2021 convention:

1. Article IV, Section 8 and 11 (Constituent Organizations)
 - a. Section 8-adding the words electronic voting and balloting.
 - b. Section 11: clarifying that bylaw must be reviewed and updated at least every five years and be approved by the State Parliamentarian prior to adoption.
2. Article VI, Section 2b, Section 9 (Local PTAs/PTSAs)
 - a. Section 2b-allowing for a third-party designee to collect insurance premiums.
 - b. Section 9: allowing for more flexibility in due dates
3. Article VII, Section 5 and 7 (Membership and Dues)
 - a. Section 5: adding words “annual meeting”
 - b. Section 7: allowing for more flexibility in due dates and adding “annual meeting”
4. Article VIII, Section 3 (Officers)
 - a. Section 3: added the word “appointed” to indicate that “elected” and “appointed” officers to the Board of Directors are treated the same.
5. Article IX (Duties of Officers)
 - a. Section 1, 2, 5: adoption of Gender-Neutral terminology
6. Article X (Board of Managers)
 - a. Section 1, 5, 9 and 10: adoption of Gender-Neutral terminology
7. Article XI (Board of Directors)
 - a. Section 1: clarify role of Executive Director
 - b. Section 3: notification of special meetings
 - c. Section 4: adding words electronic video communications
 - d. Sections 5 and 7: adoption of Gender-Neutral terminology
 - e. Section 8: adding the Board of Director positions which were not included in other the original drafting of section
 - f. Section 13- newly added section on Emergency Provisions that Board of Directors may take under California non-profit corporate code
8. Article XV (Annual Meeting/Convention)
 - a. Section, 1, 2, 3, 4, 5, 6, 7 and 8: added words “annual meeting” or “meeting” and adopted gender-neutral terminology
9. Article XVII (Amendments)
10. Section 3: added the words “annual meeting” or “meeting.”

Communications

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Communications

Online Community

Post. Tweet. Like. Share.
Comment. Tag. Connect.

- Join us online, everyone is welcome!
- Meet up with other PTA leaders on your favorite social media platform.
- Encourage your members to be part of our online PTA Community.
- Advocate, learn, and join the conversation on key issues and topics that impact the lives of all children, youth, and families in California.
- Share your news or celebrate the achievements of your PTA with other PTA members throughout the state.
- Follow us to get the latest updates and valuable information on subjects you care about, upcoming events, and opportunities for all members.

 **Hot Tip: Use our hashtag!**
#PTA4Kids

Facebook: @CaliforniaPTA

Instagram: @California_State_PTA

Twitter: @CaliforniaPTA

YouTube: @CaliforniaStatePTA

Pinterest: @californiaPTA

Linkedin: @California-State-PTA



Communications

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Communications

Resources

PTA Guidelines

California State
PTA *online*
Toolkit

Who should read these?

- Executive Board
- Communication VP/Chair
- Newsletter Chair
- Social Media Chair

- toolkit.capta.org/running-your-pta/communications
- toolkit.capta.org/running-your-pta/communications/social-media-guidelines-for-ptas-in-california

Visual Identity Standards & Logos

National PTA Visual Identity Standards



PTA *cada niño. una voz.* **PTSA** *everychild.onevoice.*

Who should read this?

- Communication VP/Chair
- Newsletter Chair
- Social Media Chair
- Membership VP/Chair
- Program/Event VP/Chair

- capta.org/pta-leaders/run-your-pta/building-membership/visual-identity-and-pta-logos

Cyber Security/Phishing



Who should read this?

- Everyone!

- capta.org/tag/cybersecurity

PTA Advocacy on Social Media

Who should read this?

- President
- Communication VP/Chair
- Newsletter Chair
- Social Media Chair
- Legislative Advocacy VP/Chair

- capta.org/resource/social-media-advocacy-chart

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Social Media & PTA Advocacy

GREEN	YELLOW	RED
Sources you can retweet or share immediately.	Sources you should consider/research before retweeting or sharing.	Sources you should never retweet or share from a PTA member's personal account.
<ul style="list-style-type: none"> • National PTA • California State PTA • Editorials • California Department of Education • Your County PTA • Your County Office of Education • Your School District • Your School • Your PTA's events • EdSOS • News you approved for distribution 	<ul style="list-style-type: none"> • Other State PTAs • Legislators • California Department of Education • State elected officials: Governors, Assembly Members and Senators • Federal elected officials: President, Members of Congress, Members • Legislative Analyst's Office (LAO) • Allied Agencies • Other PTA officers 	<ul style="list-style-type: none"> • Political parties • Support for a political candidate • Federal legislative positions or national issues that differ from the National PTA position • State legislative or ballot positions that differ from the California State PTA position • Local ballot, local or bond positions that differ from your PTA member or district position, OR those you haven't voted to support • Anything that is unverified, unapproved, or not true
Go for it!	Think "Research" Ask "Verify"	NOT from a PTA account

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Redes Sociales y Promoción de la PTA

VERDE	AMARILLO	ROJO
Fuentes de información que puede retweetar o compartir inmediatamente.	Fuentes de información que debes considerar/ investigar antes de retweetar o compartir.	Fuentes de información que debes evitar retweetar o compartir de una cuenta con el nombre o propiedad de la PTA.
<ul style="list-style-type: none"> • PTA Nacional • PTA del Estado de California • Su PTA del Distrito • Su PTA del Consejo • La Oficina de Educación de su Condado de • Su Condado de • Su Escuela del Distrito • Su Escuela • Los eventos de su PTA • EdSOS • Artículos aprobados para distribución 	<ul style="list-style-type: none"> • Otras PTAs Estatales • EdSOS • Departamento de California de Educación • Funcionarios estatales electos: Gobernador, Asambleístas y Senadores • Funcionarios federales electos: Presidente, Miembros del Congreso, Senadores • Oficina del Analista Legislativo (LAO) • Agencias Aliadas • Oficiales de Otra PTA 	<ul style="list-style-type: none"> • Partidos políticos • Apoyo a una candidatura política • Posiciones legislativas federales o asuntos nacionales que difieren de la postura de la PTA Nacional • Posiciones legislativas o electorales estatales que difieren de la postura de la PTA del Estado de California • Posiciones locales de votación, impuestos o temas que difieren de la postura del condado o distrito de la PTA. O aquellos a los que usted no siempre • Todo lo que sea una mal intencionado, acusatorio o falso.
¡Págalos!	Pensar/Investigar Preguntar/Verificar	No de una cuenta de PTA

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Resources Advocacy & Focus Areas

Get information on issues affecting your child, school and community. Our mission is to positively impact the lives of all children and families. Our wide-ranging advocacy efforts and impacts include community concerns, education, family engagement and health: all of which impact the current and future success of California kids — and our state as a whole.

HANDOUTS In this section



Advocacy and Legislation

- Advocacy Agenda for Equity

Education

- Supporting Student Success

Family Engagement

- Overview
- Handout: Tips to Calm Start-of-School Jitters

Health and Community Concerns

additional resources

On our website: capta.org/focus-areas

ADVOCACY

- Current Legislation
- Position Statements
- Resolutions
- Advocacy Updates
- Legislative Action Reports
- State Ballot Measures

FAMILY ENGAGEMENT

- Family-School Partnerships
- School Smarts Parent Engagement Program
- Tips for Parents
- Parents' Rights
- Dad Involvement
- Early Childhood Development
- Preparing for College

EDUCATION

- Curriculum
- Common Core
- Student Assessments
- Special Needs
- School Finance
- Every Student Succeeds Act
- Summer/Extended Learning
- Homework
- Ed100
- Next Gen Science
- Arts Education
- Local Control Funding Formula (LCFF)
- Local Control Accountability Plan (LCAP)

HEALTH & COMMUNITY CONCERNS

- Suicide Prevention
- Bullying Prevention
- Foster Youth
- Teen Drivers
- LGBTQIA+
- Homeless Youth and Families
- Immigrant Children and Families
- Child Trafficking & Abuse
- Health and Academics
- School Wellness
- Nutrition
- Health Care and Immunizations
- Dental and Oral Health

Advocacy and Legislation



ADVOCACY AGENDA FOR EQUITY



The one clear message from this past year is that children and their families throughout California and the nation face great inequities.

Whether it is income inequality or racial injustice or education access and opportunity, it is our responsibility as PTA members to advocate for laws that address these issues.

"Let us have no more croaking as to what cannot be done; let us see what can be done, and above all see that it is done."

That admonition from PTA founder, Alice McLellan Birney, over 100 years ago rings true today and should guide our advocacy efforts.

So, what can PTA do? We have to advocate to change many inequitable systems and policies that deny many children the chance to reach their full potential.

"Every policy in every institution in every community in every nation is producing or sustaining either racial inequity or equity between racial groups."

Ibram X. Kendi, author of *How to be An Anti Racist*



How well children do in school is tied directly to how well they are supported at home and in the community. If they are homeless or have unstable housing, if they have health needs that are not addressed, if they hear gunshots from their bedrooms, if their parents are not earning enough to support a family, their chances of success in school and in life are diminished.

That's why PTA's agenda for equity not only addresses education but also the economic policies that have left far too many families struggling to make ends meet. A budget really is a reflection of our values.

CALIFORNIA STATE PTA ADVOCACY AGENDA FOR EQUITY

Poverty, Income and racial inequality: Legislation to address poverty, income and racial inequities that affect millions of California families.

Early learning: Quality childcare and preschool programs for all children.

Health and welfare: School and community programs that protect the health and welfare of all children and families, including community schools, school based health services, counseling, nutrition and other support services.

Education Funding: Stable, equitable and adequate funding to meet the diverse needs of all

our students, including before and after school programs, summer school and distance learning.

Curriculum: A full curriculum that provides all students with the knowledge, skills and support they need to thrive and be responsible citizens in a democracy. All students should be taught the arts, PE and civics. Course work should provide an education that is personalized, culturally relevant and responsive, and intentionally addresses racism and bias to counteract the institutional and structural biases and related traumas that often drive inequitable outcomes for students.

Teaching: Recruit and develop an educator workforce that is representative of, and can connect to, the student community.



Education

Supporting Student Success



After over a year of remote learning (with some students coming back to the classroom recently), our teachers and students have done the best they can to make educational gains, align state standards to new learning modalities, and support all students under extremely difficult circumstances.

With students coming back to the classroom in the fall, connect with your student's teacher to understand the learning goals, class expectations, and how you can best support your student in their education.

Here are some questions you can ask:

- What are the learning goals for my student this year?
- How can I help my child organize their time to be successful this school year?
- How much time outside of class will my student need for homework?
- How are my student's learning considerations accounted for in your class (ex. Medical, IEP and/or 504 goals and accommodations)?
- How much time will student learning be computer based?
- How will students' social-emotional health be addressed throughout the school day?
- Will there be opportunities for my child to study art and music this school year (it has been researched and documented that students that study the arts do better in their core curriculum)?

PTAs can invite the school principal and teachers to take part in their regularly scheduled (online for now) meetings where parents can hear about learning goals and curriculum focus areas. Did you know that schools have implemented a new approach to teaching science several years back, based on the Next Generation Science Standards (NGSS)? Arts education is also a great topic of discussion with school leaders. Become an active voice in the school-site council and LCAP development at your school.

Looking for activities to do with your student? California State PTA's PTA Resource Library has a lot of great hands-on activities and learning links that can help you explore science and other subject areas with your student: <https://capta.org/resource-library/>

FOR MORE INFORMATION

The California State PTA website has a full section devoted to Curriculum. There you'll find information about the arts, STEAM (Science, Technology, Engineering, Arts & Math), the Civic Mission of School, CTE and much more: <https://capta.org/focus-areas/education/curriculum/>

Education

Measuring progress

Class assignments, tests and grades help teachers and parents understand how each individual child is doing. These measures look different from school to school and even from classroom to classroom. California has a statewide testing system that allows you to see how well your child is doing compared to the state's expectations. The California Department of Education has introduced a new electronic report that makes it easy to look up student scores and understand what they mean. The state has also created a website designed for parents called Starting Smarter: <https://ca.startingsmarter.org/>

PTAs can use meetings, newsletters, and social media to make sure parents know how to find these resources. At your unit meetings you can also address questions related to how your school is doing overall. The CA School Dashboard summarizes results across a broad set of measures in order to help community members and educators evaluate how well local schools and districts are meeting some common goals and to see clearly where improvement is needed. At www.caschooldashboard.org you can look up any school or district in the state and you'll also find some great videos and other resources to guide conversations surrounding school accountability.

What you find on the California School Dashboard is just the beginning of the conversation. PTA units and councils throughout California are creating many different kinds of forums for conversations about how these indicators are measured and how schools across a district differ in terms of their results.

Your PTA could try one or more of these:

- Using Ed100.org for short meeting topics
- Meet with other parent leaders, at other schools, to compare notes
- Have a subcommittee that works closely with the School Site Council or have a Site Council update on your agenda
- Put a discussion of your school's Dashboard results on a PTA meeting agenda, and ask your principal to explain the school plans related to the local indicator topics

To learn more

Go to www.CAPTA.org, under "Focus Areas."

- **"Education"** subjects include: Curriculum (Arts, STEAM, CTE and more), Common Core, Student Assessments, Summer/Extended Learning, Special Needs, Homework, Every Student Succeeds Act and School Finance.
- **"LCFF/LCAP"** subjects include Accountability Plans, Priority Areas, and Dashboard.
- **"Distance Learning Resources"** resources that can support learning at home
- **"Next Gen Science"** information about NGSS
- **"ed100"** explore the education system in easy-to-understand language

Family Engagement


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FAMILY ENGAGEMENT


Strong family-school partnerships make big differences.
When families and schools work together, our kids win.

WHY BE INVOLVED IN YOUR CHILD'S SCHOOL?

PROMOTE HEALTHY DEVELOPMENT AND WELLNESS





GRADUATION RATES



**INCREASE WHEN
FAMILIES ARE
INVOLVED ON SCHOOL
CAMPUSES**

INCREASE YOUR CHILD'S SOCIAL AND ACADEMIC SKILLS





DECREASE DROP OUT RATES AND BEHAVIOR PROBLEMS

MAKE A DIFFERENCE FOR YOUR CHILD

The BEST predictor of academic success is a family that promotes learning at home and who is involved at school. To learn more visit
<https://capta.org/family-engagement>

Family Engagement

TIPS TO CALM START-OF-SCHOOL JITTERS

The back-to-school season is an exciting time, but it can also be an anxious time for some children - and parents, too! Preparing in advance can help your child feel more confident and have a more positive school experience.

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Re-assure your child

Point out the **positives**

Prepare ahead

Encourage **safe traveling** to and from school

Plan for special **needs**

Prepare for **emergency situations**

For more back-to-school tips for parents and information on the importance of family engagement, visit www.capta.org



Health and Community Concerns

PTA's mission doesn't start and stop at the school door.



capta.org/focus-areas/community-concerns

Kids' Health: It's up to all of us



capta.org/focus-areas/health-safety



Programs, Services & Resources

While we have a whole range of programs and events, they all have a single mission at heart: to improve the lives of children and families. We've always got a lot going on! Ranging from school-based programs to statewide events, we have opportunities to engage parents, inspire kids, advocate changes and train tomorrow's leaders today. To find out more and get involved in any of these events or programs, please contact your local PTA.

HANDOUTS In this section



Convention 2022 - Save the Date
Member Perks
Reflections Art Program
School Smarts Family Engagement Program
Discover Together Program/Resource Library

ADDITIONAL RESOURCES

PTA store
AIM Insurance
CETF

additional resources

capta.org/programs-events/convention
capta.org/socialmediakits
capta.org/resource/social-media-advocacy-chart
capta.org/join/member-perks

capta.org/programs-events/reflections
capta.org/programs-events/school-smarts
capta.org/pta-leaders/pta-store-2
capta.org/pta-leaders/services/ptaez

Convention 2022

SAVE THE DATE

**It's not too early to
start planning for
Convention 2022!**

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April 29-May 1 | Ontario, CA

Member Perks



FARM FRESH TO YOU

Farm Fresh to You has been farming organically since 1976 and has built a sustainable network of California farms that deliver organic produce, meat, dairy, eggs, and so much more straight to your doorstep all year! There's no commitment, no contract, no delivery fees and no service fees. Payment is made after delivery so you can inspect the goods – you **"Pick it or Skip it!"**

California State PTA members can get an ongoing **15% discount** by using promo code **CAPTA** when ordering through the **Farm Fresh to You website**. Simply enter your zip code, then select your delivery options, box size, and items.

If your zip code comes up as "not deliverable," Contact Neily Messerschmidt to set up your account manually: call (916) 514-0175 or email messerschmidt@farmfreshtoyou.com.

[Click here](#) for a downloadable flyer with more information.



Perks for PTA Units

SKYONE FEDERAL CREDIT UNION

Keeping track of finances is an important part of running a PTA. If you're the financial secretary for your unit, council or district, knowing that your bank "has your back" can make your job a lot easier.

Special Limited-Time Offer for PTA Units: If your PTA opens an organizational account by **December 31, 2021**, SkyOne will donate \$1000 to your PTA for every 10 members who open individual SkyOne accounts – plus, we'll reimburse their PTA membership dues for the first year. [Click here](#) for more information and eligibility requirements. [Click here](#) to view or download a shareable flyer.



KUSTOM IMPRINTS

Based in Southern California, **Kustom Imprints** is a great resource for custom screen printing, embroidery and promotional items for your school. In business for over 30 years, our customer service, products and pricing are highly regarded in our industry. Kustom Imprints is the parent company of **ShopPTA.com** and has been a proud partner of California State PTA for over 10 years.

Save 21% in 2021! All California State PTA schools qualify for this exclusive discount on **custom screen printed and embroidered apparel**. It is valid for school spirit wear, school uniforms, jog-a-thon tees, staff apparel, class of 2021 tees, student leadership apparel, and much more. [Click here](#) for more details and your special discount code.



www.capta.org/member-perks

Member Perks



NATIONAL ONLINE SAFETY

The most comprehensive online safety hub in the world! **National Online Safety** keeps children safe online by providing online safety education, training and updates which empowers the whole school community. We provide parents and educators all over the world with the knowledge they need in order to effectively tackle new and evolving online risks. Download our free online safety app today and let's work together to keep children safe online! [Click here](#) to learn more.



TICKTALK

The TickTalk 4 is the advanced 4G/LTE children's smart watch phone that combines video and voice calling, secure messaging, free streaming music powered by iHeartRadio Family, activity tracking, locating capability, 2x photo and video cameras, and 20+ parental controls into one simple device. Use code PTA10 for \$10 off! [Click here](#) to learn more.



HERTZ

We're at the airport and in your neighborhood. The world's largest airport general use car rental brand, operating from approximately 10,090 locations in 145 countries, is proud to offer PTA members **up to 20% off** using discount **CDP# 1929580** every time you reserve.



- FREE Child Seat with every rental
- Additional savings on Affordable Prepaid Rates
- Special promotions in addition to your discount
- FREE Hertz Gold Plus Rewards enrollment! Earn free rental days and receive expedited service!

[Reserve online](#) or call (800) 654-2210.

Other opportunities from our sponsors

CETF

CETF is a non-profit organization that can connect you with a wide range of Internet Service Providers (ISPs) and device providers that feature affordable computers and internet solutions, and now, they can even help connect you with internet providers offering **free service** (for a limited time). [Click here](#) to read CETF's flier and get more information about how to qualify, and who to contact.



www.capta.org/member-perks

Reflections Program



**I WILL
CHANGE
THE WORLD
BY...**



DANCE
CHOREOGRAPHY



MUSIC
COMPOSITION



FILM
PRODUCTION



LITERATURE

**EXPLORE THE ARTS AND
EXPRESS YOURSELF!**



PHOTOGRAPHY



VISUAL ARTS

**2021-2022
CALL FOR
ENTRIES!**

**DEADLINE
FOR ENTRIES:**

FOR DETAILS:

Learn more and get involved! [PTA.org/Reflections](https://www.pta.org/Reflections)

School Smarts Program

What Parents Learn:

Session 1:

Parent Involvement

Parents' role as their child's first teacher and the types of parent involvement

Session 2: Preparing for a Lifetime of Learning

How children learn, and the basics of college readiness

Session 3: Understanding Our Education System

The structure of California's public school system, including local school funding

Session 4:

Understanding Our School

How schools are governed and decisions are made

Session 5: Becoming an Effective Communicator

The importance of communication between families, schools and other audiences

Session 6: Standing Up For Quality Education

Becoming a leader and advocate on behalf of your child and all children

Session 7: Taking Action/ Celebrating Commitment

Creating personal and group action plans

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A model for creating meaningful and diverse parent engagement

NOW AVAILABLE FOR DIGITAL DELIVERY!



Proven factors for parents & families include:

- Improved understanding among parents from all backgrounds of the K-12 school system
- Increased knowledge by parents of how to support their child's learning at home
- Expanded number of diverse parents participating in schoolwide decision-making and leadership roles, including through PTAs, School Site Councils, English Learner Advisory Committees and LCAP committees

Alignment with family engagement efforts:

- PTA National Standards for Family Engagement and School Partnerships by supporting development of the LCAP
- US Department of Education Dual Capacity Framework Effective Family School Partnership by supporting student achievement and school improvement

Bring School Smarts to your community!
Contact us at programsupport@capta.org

Learn more at www.capta.org/SchoolSmarts

Discover Together/Resource Library



**DISCOVER
TOGETHER**

THE WAY KIDS ARE LEARNING SCIENCE IS CHANGING AND YOU CAN TAKE AN ACTIVE ROLE!

The California State PTA invites you to ignite your curiosity for science by finding opportunities for exploration and discovery during the everyday activities of life.

DISCOVERING NEW THINGS TOGETHER IS EASY!

EXPAND YOUR OPPORTUNITIES FOR EXPLORATION AND CURIOSITY BY:

- Asking questions! Lots of them. Why is the sky blue? How do germs spread? What causes the sound of thunder?
- Connecting everyday life back to science: Baking a cake? That's a chemical reaction! Out on a walk? Spot some flowers growing and experience the magic of photosynthesis!
- Experiment together by mixing homemade slime, making a volcano or polishing pennies.

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SCIENCE IS EVERYWHERE AND FOR EVERYONE!

The California State PTA has diverse learning resources to empower all families to bring discovery to the forefront of their child's science education. From videos, to articles and activities, the California State PTA resource library has something for everyone looking to #DiscoverTogether.

Visit: capta.org/resource-library

#DiscoverTogether



PTA Store

ShopPTA.com

California State

PTA®

Online Store

			<p>Apparel & Aprons</p> <p>Awards & Recognition</p> <p>Bags & Totes</p> <p>Banners & Signs</p> <p>Greeting Cards</p> <p>Honorary Service Awards</p> <p>Labels & Decals</p> <p>Meeting Supplies</p> <p>Pens & Pencils</p> <p>Promote Your PTA Items</p> <p>PTA & PTSA Officer Pins</p> <p>Red Ribbon Week Items</p> <p>Reflections Awards</p> <p>Tablecloths</p>
			
			
			
			
			



ShopPTA.com

AIM - Association Insurance Management



Affordable Media Liability Insurance for Your Parent Teacher Association

Protect your PTA in the event that you or your members accidentally misuse or disclose information on your website or other social media site.

Our Media Liability Policy covers you from some of the innocent mistakes made by well-intentioned people!

Coverage highlights:

Posting photographs without permission

Misuse of logos or copyright

Accidentally making private information public

Misrepresentation of details

**This policy is available as a supplement to your General Liability Policy.*



Get Started Now!

1-800-876-4044

aim-companies.com

CALL US 24/7!



CETF - California Emerging Technology Fund



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Home Internet

A must-have for your family

**LIMITED
TIME OFFER**
Home Internet
FREE - \$23/mo

The Federal Communications Commission started a temporary program to help eligible families pay for Home Internet service during the COVID-19 Pandemic. **The Emergency Broadband Benefit (EBB) includes up to \$50 a month discount on Internet service.**

Step 1:
Check If You Qualify for the Emergency Broadband Benefit
See if your household fits into any eligible categories below.

Step 2:
Apply for the Emergency Broadband Benefit (see link below)
Choose how you want to apply and submit all necessary documents.

Step 3:
Find a Broadband Provider Near You
Use the search tool in the application to find a company that offers EBB discounts.

Step 4:
Make A Choice Before EBB Ends
Your Internet Service Provider (ISP) will notify you about 30 days before EBB ends. You must choose a plan or the ISP will disconnect your service at the end of the 30 days.

Eligibility for affordable Home Internet service if your home meets one of the following criteria:

- Participant in FCC Lifeline; Participant in an existing affordable Home Internet offer
- Child enrolled in the National School Lunch Program (NSLP)
- CalFresh (food stamp) or Supplemental Nutrition Assistance Program (SNAP)
- Medi-Cal or Supplemental Security Income (SSI)
- Student with a Pell Grant

Note: The Internet Service Provider cannot require a waiting period before applying the EBB discount. You can keep the Lifeline benefit for a mobile phone and get EBB for a discount on Home Internet service.



**www.internetforallnow.org/applytoday or
call 866-696-8748 to apply today!**



*In addition, the following offers are available long-term. Go to www.everyoneon.org/capta to find offers in your zip code.

Spectrum
844-525-1574
\$23/mo

human-I-T
888-519-4724
\$15/mo

access
from AT&T
855-220-5211
\$10/mo

Frontier
COMMUNICATIONS
855-970-1449
\$20/mo

COMCAST
855-846-8376
\$9.99/mo