



What does Council PTA provide:

- Council is a level up from the unit PTA/PTSA. We're directed from 33rd District and State PTA to provide guidance to each unit within our area.
- Ensures all units abide by the bylaws and follows all rules and regulations of the PTA.
- Ensures the nominating committees are formed to hold elections every year.
- Ensures all financial paperwork is current and turned in a timely manner to keep the unit in good standing with the CA State PTA. State tax board and Federal tax board.
- Provides a financial workshop (free of charge) to help the unit treasurers understand the financial position on their PTA board. It is important to us that you receive proper training to understand how to keep track of money received into the unit, disbursed out to vendors, etc. and staying on track with your budget and file all governmental filings.
- Provides a secretary workshop (free of charge) to help the unit secretary understand the proper way to record the minutes of your association or executive meeting as these are permanent/legal records of all business and financials to be stored at the school.
- Provide a platform for unit presidents to ask questions now that you have started in your PTA position and find out how to effectively communicate your goals and visions for your schools.
- Provide guidance on programs (Reflections) and activities, find out what others are doing that might be helpful to you and your unit by attending our monthly unit president meeting.
- Pass along flyers with information from 33rd District PTA on additional workshops/conferences for various training or recognition.
- Provides recognition for turning in required paperwork in a timely manner.
- Provides a secretary to help with prepping all the communications out to all the units, processing and checking in all paperwork submitted by units and provides guidance to get the units with the right contacts for the business at hand.
- Respond to requests for help, support and guide any PTA members.