Fairfax County Council



Office Hours

PTALeaders

Debbie Kilpatrick FCCPTA President president@fccpta.org

New Term Tasks

Check lists:

- Financial Review & Bank Updates
- Budget planning Programs offered
- Building your Board
- Forming Committees
- Meeting with Principal
- Planning Meetings & Events
- Scheduling your Calendar
- Communications & Social Media





August 1 Tasks

Reminders Submit SOA items into **Givebacks**



(Minimum)

(Minimum)

(Minimum)

Organizational Structure Form Adapting Uniform Bylaws

Date Approved by Membership: OCTOBER 12, 2021 TAX ID NUMBER XX-XXXXXX PTA INFORMATION Name of PTA Unit: Sample High School PTA Mailing Address: 1441 Big Campus Blvd City, VA 220XX PTA PTSA SEPTA Council Virginia PTA Region: Sample PTA Type (Check One) Virginia PTA Council: Sample Council PTA Sample City Public Schools School District: Annual Membership Dues charged to your Members (Includes both \$1.50 to Virginia PTA and National PTA dues) Individuals: \$10 Students: \$5 Teachers: \$5 Other: ELECTED OFFICERS List Vice President Position Titles: (Add positions as applicable. Please do not list the names of individuals.) 1st VP of Family Engagement 4th VP of President, 5th VP of 2nd VP of Fundraising Treasurer, Secretary, 3rd VP of Student Engagement 6th VP of Additional Positions: Number of Officer Term Length (Check one) Vice Presidents: 3 1 year term with 2 consecutive terms 1 year term with 4 consecutive terms ____ 1 year term with 3 consecutive terms 2 year term with 2 consecutive terms EXECUTIVE COMMITTEE MEETINGS (Elected Officers. Meets at the call of the President) Meetings per year: Days Notice: 5 Days Notice: 3 5 (Standard Meeting) (Emergency Meeting) **EXECUTIVE BOARD MEETINGS** (This includes Elected Officers, Principal, and Standing Committee Chairs) Days Notice: Days Notice: Meetings per year: 5 3 7 (Standard Meeting) (Emergency Meeting) **GENERAL MEMBERSHIP MEETINGS** (Quorum is 10 members: Recommended 5-7 meetings per year) Meetings per year: Days Notice: 14 Days Notice: 3 (Standard Meeting) (Emergency Meeting) **NOMINATIONS & ELECTIONS** Nominations Committee should be elected 2 months before election. Must have odd number and no less than 3 people. Officer Transition: (Check one) Month Membership Elects Officers: (Check one) X_May ____ June X Last day of the school year Last day of the fiscal year (June 30) * Officer Transition must be completed by July 1st. It is the fiduciary responsibility of outgoing officers to facilitate a transition that ensures events scheduled for the year are completed as planned and an orderly transition of documents and accounts occurs, until there is a transfer of

fiduciary duty to incoming officers. Outgoing officers should complete the financial review and tax filing for the year they oversaw.





PREPARE FOR THE SCHOOL YEAR! ANNUAL GOOD STANDING CHECKLIST

--- UPLOAD ANNUALLY TO YOUR PTA's GIVEBACKS ACCOUNT --





Must be submitted annually to maintain Standards of Affiliation. Learn more at https://vapta.org/standards-affiliation/



Awards & Grants

- FCCPTA Shining Stars Scholarships
- Virginia PTA Awards & Membership
- National PTA Grants
- FCCPTA Grants Session <u>Register Here</u>

Need Info? Contact: vp.programs@fccpta.org





Fairfax County Spelling Bee

2024-25 Fairfax County Spelling Bee

- Local School
- County Bee

Fairfax County Council

everychild onevoice[®]

- National Bee
- School Enrollment Opens August 20 – <u>Register Here</u>

Need Info? Contact: spellingbeechair@fccpta.org



Reflections

Local PTA Program FCCPTA Program VA PTA Program National PTA Program

FCCPTA Reflections Training – <u>Register Here</u>

Need Info? Contact: <u>Reflections@fccpta.org</u>



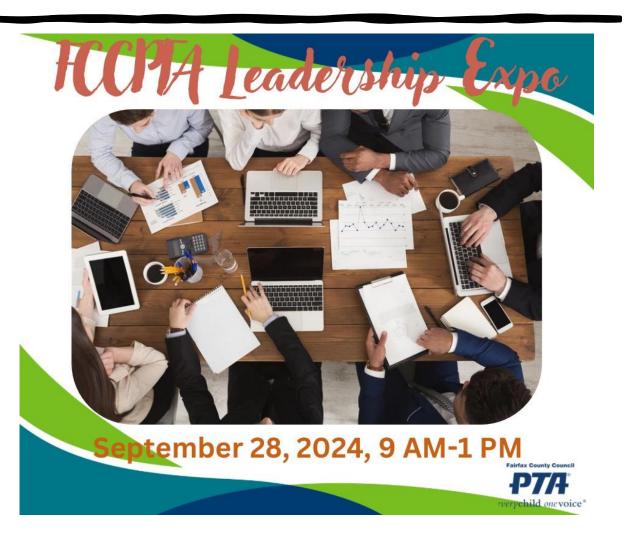


FCCPTA Leadership Expo

Saturday, September 28 9 AM – 1 PM Lake Braddock SS Entrance 15

Register Here

Need Info? Contact; training@fccpta.org





PTA Membership Campaigns

VA PTA Membership Challenge Awards - Learn more at: <u>Membership</u> <u>Challenge – Virginia PTA</u> (vapta.org)

National PTA Membership Resources - <u>Membership</u> <u>Tools - Run Your PTA</u> <u>National PTA</u>





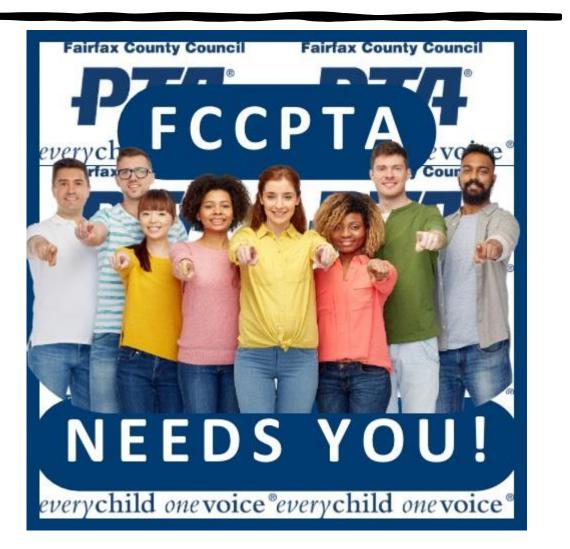
Complete Challenges to be recognized by Virginia PTA and earn entries for prize drawings throughout the year!

FCCPTA Executive Board Openings

Join Us:

• **Online Interest Form**





GET ENGAGED CHECKLIST

LOCAL PTA OFFICERS:

____1. I receive (& open & read!) the FCCPTA monthly newsletters "5 on the 5th" and "Advocacy in Action". If you are in Givebacks you should get it (check your spam too)! If not, you need to update GB. If you still don't get the emails, contact: vp.communications@fccpta.org

2. Join the Facebook group for local leaders

3. Follow & share, comment, like FCCPTA on social: <u>Facebook @ FairfaxCountyCouncilPTA</u> <u>Twitter @fccpta</u> Instagram @ fccpta

PASS ON TO YOUR MEMBERS:

1. Sign up for emails

2. Follow & share, comment, like FCCPTA on social:

Facebook @ FairfaxCountyCouncilPTA

Twitter @fccpta

Instagram @ fccpta

Learn More at:

www.fccpta.org

www.vapta.org

www.pta.org



Strength in numbers! join | advocate | share | volunteer

Fairfax County Council



Office Hours

Thanks for joining us!

Council: fccpta.org State: vapta.org National: pta.org