

PTA Resources

PTA unit bylaws - Each unit PTA has its own bylaws that include due dates and job responsibilities with which each officer should be familiar and which should be used to develop a calendar and organize the year's activities.

Council PTA (if in council)

District PTA - District PTAs are responsible for offering information such as annual training and regular communication. Know how to contact the district officers *and* the council officers (if in council).

California State PTA

website: www.capta.org

Toolkit - comprehensive manual in English or Spanish available on CD, on website and in hard copy

The Communicator

Information sheets ready to copy and use, available on the California State PTA web site:

www.capta.org/sections/communication/communicator.cfm

PTA in California

Official newsletter, published 5 times a year, sent to all presidents, available by subscription

Brochures

- *Involvement Makes a Difference*
- *Put Yourself in the PTA Picture*
- *Benefits of Membership...You, Students, Your School*
- *Outreach-Building Community*
- *Students are the future*
- *Honorary Service Awards*
- *Celebrating the PTA Legacy-Founders Day*

Pocket Pals

- *Education* • *Finance* • *Leadership*
- *Membership* • *Parent Involvement*

E-newsletters:

- *PTA Connects*
- *SMARTS - Bring Back the Arts*
- *Communications Satellite*

Go to order form in *Toolkit* or

<http://www.capta.org/sections/communication/sub-order-forms.cfm> to obtain materials

National PTA

web site: www.pta.org

Parts of website are for members only. The username and password found on the PTA membership card are needed for access.

Various mailings throughout year are sent to PTA presidents, including:

Back To School Kit

Quick Reference Guides

- *President*
- *Membership*
- *Programs*
- *Money Matters*

E-newsletter subscriptions:

• **PTA Parent E-newsletter**
provides concise information twice a month on topics such as parent involvement, student success, child safety, and health and wellness.

• **PTA Takes Action Update**
offers the latest news on legislative issues affecting families, children, education, schools and communities. It also provides resources for readers to get involved in advocating for children's issues.

• **Local Leader News**

gives PTA local leaders information on PTA programs and resources and offers ideas for improving their leadership and unit management skills