

TCPTA President/Parliamentarian Workshop Sept 2021

TCPTA Leaders share Words of Wisdom with Unit Presidents

Michelle Van Lerberghe, past TCPTA President,

Anza Elementary President 2010-2012

West HS President 2012-2014

Jefferson MS President 2014-2015

Torrance Council President 2015-2017

West HS President 2017-2019

Director of Leadership at Thirty-Third District 2019-2021

5 things I learned/wish I had known/want PTA Presidents to KNOW!

1. Make sure to develop a positive working relationship with the school principal AND the school secretary.
2. Be transparent in all you do.
3. Allow your VPs and Chairs to do their jobs the way they see fit.
Do not micromanage them.
4. Read and be familiar with your Unit bylaws.
5. Always remember the reason we PTA. For the kids!!!
6. Try to have fun....

Denise Spellman, past TCPTA President,

Yukon Elementary School 2009-2011

1st VP at Magruder MS 2013-2015

Parliamentarian North HS 2014-2015

Historian at Torrance Council 2015-2017

1st VP at North HS 2015-2017

President at North HS 2017-2019

1st VP at Torrance Council 2017-2019

President at Torrance Council 2019-2021

5 things I learned/wish I had known/want PTA Presidents to KNOW!

1. Unit Presidents: Please do read emails regarding PTA items.
And please DO respond to emails, even if just to say received.
Many times emails are sent out with a need to get info/a specific response back.
When messages are not acknowledged, there is no certainty about whether or not the messages were actually received. When needed info/response is not returned, it is uncertain whether messages were read and processed.

It is frustrating to hear/read "I didn't know," even though the info was sent in an email.

2. Unit Presidents, please do not do the WEVA" ("We've Always done it that way.")

It is difficult to understand this rationale when choices are made to continue doing things at a PTA unit the way that they have been done in the past...rather than a more correct way that they are being trained to do.

Please try to seek out and use the correct processes and procedures...try not to perpetuate errors in processes and procedure so that it becomes too late to correct.

3. Unit Presidents: Please attend TCPTA and other trainings, AND DO encourage other Exec Board Officers and members to attend as well.

Well-trained board members are effective board members.

The same Units attend repeatedly...their commitment and involvement are great, kudos, but the Units that attend rarely or don't attend at all tend to be most in need of training.

4. Unit Presidents: Please turn in all the documents and monies on time, following the items for turn-in on the checklist sent to them before each Exec Board meeting. It is problematic when items do not get turned In, especially checks/unit payments that are need for membership, lunches/dinners, etc., etc.

5. Unit Presidents: PLEASE RSVP for events "ON TIME" e.g. for our Association Meeting Lunches and Dinners. Deadlines are set to establish numbers for the events: for set up and hospitality arrangements. Please help with accurate RSVP by due date. It is always difficult to add more tables/chairs and last minute food selections.

6. Unit Presidents: Please DO submitted Names on time for Reflections awardees, Scholarship awardees, Bio's for HSA awardees, etc., etc.

Please help with accurate name and info submissions by due date/deadline.

There are finite deadlines that must be met to complete prep for awards, events, programs, and written publications.

7. I learned 'afterwards' that a "clique" mentality, meaning that the same people over and over again just switch positions, is not that helpful for your PTA board, whether real or perceived. Seems easier because you do want some seasoned people on your Exec Board. However, once the "in group" of individuals leave, there is no one prepared to continue the PTA, whom you can trust to actually do the job.

It is actually most productive to bring interested others from outside the group onto the Exec Board and thus encourage broader participation by your parent group.

That being said... try not to micromanage but give latitude to volunteers to do their jobs.

8. I wish I have known then what I know about CONVENTION!!! I DID ask about it because it was discussed many times at Torrance Council as a desirable thing. But, past presidents and Exec Board at Yukon said "no need to go, it's not that important." I should have listened to Council because even though many felt I did a

great job as a first time President, I feel now that I could have done an even better job if I had attended convention and participated in the workshops and other activities there.

Terry Ragins, Current TCPTA President

First joined PTA 1992; Exec Board member of “some” PTA since 1992

President Magruder MS 2000-2002

Torrance Council—many different offices through the years, including Historian, Corresponding Secretary, Recording Secretary, Parliamentarian, 3rd VP Education, 4th VP Community Concerns, 5th VP Health, 8th VP Legislation Chair, Auditor, Sacramento Safari Chair, College and Career Fair Chair
TUSD School Board 2003-2020, retired 2020

5 things I learned/wish I had known/want PTA Presidents to KNOW!

1. Keep in close contact with School administrators, Principal and Assistant Principal, especially during COVID-19 pandemic times...discuss, collaborate, cooperate. Critically important right now.
2. Stay on top of all financial items....accurate financials and regular effective reporting is essential to a unit in good standing.
Double check all official filings are completed in timely manner.
3. PLEASE contact TCPTA mentor/officers for assistance...**at the first indication of difficulty or an issue arising.** We are here to help...not to criticize, or be PTA police. Our job is to help you do your jobs to the best of your abilities....we want to support!
4. TCPTA BOD members spend considerable time putting together the monthly checklist of items due to be turned in/submitted. PLEASE give us feedback on the usefulness of this as a resource...so that we can make it the most effective that it can be. What would make it better? What would make it the most useful??
5. Please be aware...the items that Torrance Council requests of you, to turn in and keep current, are often legal requirements to keep your unit in good standing. We really are NOT asking you to jump through hoops...for no reason at all...truly. We really are NOT asking for more paperwork or filings than are necessary or required. Please do ask questions if you are unsure of the significance of a required item. Torrance Council is happy to explain if we have forgotten to do so. Mea Culpa.
6. Ultimately....we PTA are all doing all of what we do for the benefit of the young people that are part of what we do every day. The children are our most valuable resource. We PTA are committed to investing in them and the places where we can serve them. This work is one of the most important things we can do with our time and efforts. Bottom line...it IS for the kids.