



FALL 2023

WORKSHOPS

Monday, September 18th at Bert Lynn Middle School
5038 Halison St, Torrance, CA 90503

Check-in in front of the cafeteria 10 minutes before start of your 1st workshop

** All financial officers are required to attend at least one workshop a year. If you did not attend the workshop in June, or if you attended in June but still have questions, please attend this workshop.*

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| DIVERSITY EQUITY AND INCLUSION | Join us for an informational workshop where we will unveil the new Torrance Council of PTAs Diversity, Equity & Inclusion Toolkit and share practical, actionable strategies for bringing DEI best practices to your PTA. |
| @7:15 PM | |
| *FINANCIAL | This workshop is essential for all unit financial officers. You will learn the basics of taking care of your unit's money. |
| @6 PM | <i>(The session will last 90 minutes)</i> |
| HEALTH/RED RIBBON | Brainstorm and share create Red Ribbon Week ideas with fellow chairs and officers. Plus, explore various health topics that support TUSD students, with special focus on attention to mental health. |
| @6 PM | |
| HISTORIAN | Make some PTA history? This workshop goes over the duties for historian including tracking of volunteer hours, annual report, documenting your PTA's history and receiving recognition for a great year. |
| @7:15 PM | |
| HONORARY SERVICE AWARD | This workshop will focus on how your unit can honor your hard-working volunteers. Don't miss it! This information is valuable in helping a committee to get started right. |
| @7:15 PM | |
| MEMBERSHIP Q & A | Bring your questions to this workshop! Members are the lifeblood of your unit. How do you get all stakeholders to join PTA? This workshop will give you tools to run a successful membership campaign. |
| @6 PM | Membership zoom Registration Link |
| PARLIAMENTARIAN Q & A | Bring your questions to this workshop! This workshop will teach general parliamentary procedure and provide the information you need for your Nominating Committee and election. |
| @7:15 PM | Parliamentarian zoom Registration Link |
| PRESIDENT | Whether you're a new unit president or returning, this is a must-attend. We'll share tips to ensure a successful year. Plus, get ideas for your toughest challenges. |
| @6 PM | |
| RECORDING SECRETARY | Bring your questions to this workshop! How to be efficient and what is important to note in your unit's meeting minutes will be shared. |
| @6 PM | |
| REFLECTIONS | This workshop will help you find out how to make your Reflections program the "best we've ever done". Important information on turn in dates and procedure, too! |
| @7:15 PM | |

[For ALL TCPTA Fall Workshops Pre-Registration Click HERE](#)

Please let us know who will be attending from your unit and what workshop they will be attending. RSVP is not required but helps council with planning for the event.