

Leadership Chair - Not a Board Position

Advocacy

Attend General Meetings.

Attend trainings offered through Region, State, etc as necessary.

Be familiar with WA State PTA Advocacy Handbook found under Resources on the WA State PTA website.

Assist in identifying activity and committee leads, for those activities under your area of responsibility.

Complete Committee Plan of Action Forms for any programs, activities or events to be presented at board meetings by president on your behalf, preferably one month prior

Provide monthly newsletter items to keep membership informed of your area of responsibility (ie, legislative action for region, state, and national PTA).

Ensure each activity chairperson/volunteer is trained for their specific area of responsibility and has whatever resources he/she needs to work effectively.

Provide either written or oral reports/progress updates of all committees at Board and General Meetings as necessary.

Keep up to date on policies and issues dealing with our children, schools, and community. Keep other Board Members current on such information.

Help the council level advocacy chair with any district advocacy events

Attend Fall Legislative Assembly, Legislative Roundtable, and Focus Day. Lobby and/or vote on behalf of Stillwater Elementary PTSA on issues and policies.

Coordinate any lobbying or campaigning as needed for levys, bonds, policies, and/or issues affecting our children, schools, and community.

Check folder at school at least once a week.

Send any social media posts on behalf of the PTSA to communications.

Upload all pertinent documents to OneDrive by June 30th.

Meet with replacement for following year (if applicable) by June 30th for training.