

Ninth District PTA

2024 Summer Leadership Conference

June 1, 2024

(Blue Italic title denotes Spanish Interpretation available)

Session 1 (10:15 - 11:15):

PTA 101: All Board training

Everything you should know about being on a PTA board. Great for new and not-so-new officers who want to maximize their potential at a school site. How and who to ask for additional help.

Conflict Management

This workshop will go over some of the basics of conflict management within our volunteer organization with a basic framework for recognizing, managing and resolving conflicts.

Supporting GSAs (Gender and Sexualities Alliances):

Learn how to support LGBTQ+ students, clubs, workshops, reading materials/classroom library, signage and other ways to create or reinforce visible support for LGBTQ+ students and families

Engaging, Educating, and Empowering Teens and Parents to Make Our Communities Safe

Join us for an hour of dynamic learning with Impact Teen Drivers (ITD), renowned for its award-winning, evidence-based parent and teen programs. Let's collaborate to combat reckless and distracted driving, ensuring safer communities for all! Discover effective strategies to address reckless and distracted driving, the primary cause of unintentional injuries and fatalities among young people.

Reflections – Get Your Program Started!

Learn how to have a successful Reflections Program at your school. Unleash students' creative talents, be inspired, and get involved in the arts. Students may express themselves in a variety of art categories. The 2024-2025 Reflections Theme is "Accepting Imperfection".

Google WorkSpace for Nonprofits

Join our Workshop to see how Google WorkSpace can help give your PTA a professional touch! Google WorkSpace is a free service for nonprofits that can help boost communication, teamwork, and efficiency to keep everyone on the same page. Take your PTA to the next level with Google WorkSpace!

Bylaws

Have a Great Meeting Using The Bylaws

Meetings run smoother when the rules are followed. Learn how the bylaws actually help the meeting run smoothly and effectively.

Session 2 (11:30 - 12:30):

Secretary

Secretaries – PTA Minutes Make The Meeting

Learn to write minutes that reflect meetings accurately. Discussion will cover what to include and what NOT to include in the permanent record of the PTA.

Presidents - 1st Time

President – "Inhale, Exhale....Ok, Everything You Need to Know": This workshop will provide you with the tools needed for today's PTA and empower you to be an effective president. Learn to form a partnership with the principal and your Executive Board, set the calendar, develop meeting agendas and how to build committees. Learn key strategies and best practices for communication, advocacy, and building relationships with your Association.

Treasurer - 1st Time

This workshop will review the basic responsibilities for first time treasurers including different reports and procedural highlights.

Presidents - Returning

You understand the basics of being president. Now learn how to work with other on-campus groups to strengthen not only the PTA, but overall family engagement. What new programs can you try? Learn how to make the best use of all resources available to the school site.

Membership & Marketing

This session is for all PTA Leaders that are passionate about Membership. Discover the importance of utilizing marketing skills to have a successful, year-long membership campaign. Learn how to develop an effective Membership Marketing Plan which you can use to appeal to your community and grow the support of your PTA.

Programs: Endless Possibilities

Learn how to plan programs and events from experts at the elementary, middle and high school levels. Collaborate with other schools and get fresh ideas!

How to Use Social Media:

In this lesson we will go over some tips, tricks, and resources you can use for social media to improve your graphics. We will go over basics of how to get the upgraded Canva account for non profits and talk about how to utilize that to promote your events and activities. We will also share other resources and platforms that may be beneficial to your Unit or Council.

Session 3 (2:45 - 3:45):

Budget Building

Learn how to create, approve, and revise your budget. During this session, you will look at a sample end-of-year financial report and build a budget using the information from the previous year. You will also have time to talk with others about ideas for programs your PTA could host. Finally, you will learn how to approve your budget and how to amend it during the year. Appropriate for executive board members of all levels.

Membership - Totem and How to Use It

This workshop will focus on how to navigate using Totem. We will review things such as adding/deleting leaders, attaching bank accounts, finding and using reports, messaging members, etc.

The True Effects of Vaping, Drinking and Drug Abuse

This presentation will provide families with a comprehensive and clear understanding of how substance abuse impacts the individual, the home, the school, the community, and more. Attendees will learn how to talk about these issues at home and where to find helpful resources.

Using ChatGPT to Assist and Manage Your PTA

The increase in Artificial Intelligence (AI) in the past year has been a wonderful thing, but it can be confusing knowing how to use it to your advantage. And specifically, how any officer in any unit can leverage AI's like ChatGPT, Gemini, and CoPilot to help you run your organization more efficiently, with less stress, and with greater success. Learn the basics, and walk away with actionable ideas on how to use ChatGPT to assist your unit.

Advancing Family and Community Engagement Equity Through the Blueprint for Action

In this workshop, participants will learn about the San Diego County Office of Education's Equity Blueprint for Action. Participants will also learn about the Equity Blueprint for Action LCAP toolkit, which is designed to provide guidance for integrating the recommendations from this document into districts' LCAPs, schools' School Plan for Student Achievement (SPSA), and classroom unit/lesson plans.

Regional Center Services (Special Education)

What Should You Expect from Regional Center Services? This presentation is for current clients and those who are considering applying for services from Regional Centers on what they should expect for services while a student is in school and as they transition out of school.

Eating Disorders

Eating Disorders: Defining, recognizing signs and appropriate ways to seek help.

Session 4 (4:00 - 5:00):

Legislative Advocacy:

The Heart of PTA. This workshop will review PTAs recent advocacy work and successes and the process informing our legislative authorities.

When Anxiety Attacks:

While anxiety and stress are common aspects of life, they can sometimes become overwhelming or debilitating. Discover tips and tools to effectively manage and reduce anxiety at home, both for yourself and the youth you care about.

Robert's Rules in 10 Easy Slides

Robert's Rules for parliamentary procedure can help make every unit's meetings more effective, less contentious, and easier to manage. Robert's Rules can seem daunting, but they are really

pretty simple. This session will teach you what you need to know from Robert's Rules (in 10 easy slides!) to make every meeting run smoothly. This session is appropriate for everyone, but Presidents and Parliamentarians will benefit the most.

The Why and How of Financial Reviews

Learn the who, what, when, where, how, and why of financial reviews (formerly known as audits). Understand the importance of the Financial Review Checklist, and Financial Review Report, and learn how to write recommendations! Appropriate for financial reviewers and possible committee members, but also helpful for treasurers to learn how to prepare their books for a review.

Using Social Media and Other Platforms to Increase Family Engagement:

Using social media for PTA is not just about the likes and follows, it's about the quality of the content that is being shared and how to effectively reach your audience which is your families! In this lesson we will go over how to utilize social media to increase engagement not just online but also in person. We will go over ways to use the analytics from your social media accounts to see what's working and what's not and how to improve your online performance including how to bring that into real life.

Diversity, Equity and Inclusion is for Everyone

Whether you have a DEI position on your PTA or not, DEI is everyone's job! In this session, we'll explore how DEI is embedded throughout the new National PTA Family-School Partnerships Framework and how existing PTA Board positions can take on responsibilities to support your DEI goals. We will also practice engaging in difficult conversations, which sometimes arise with this work. Plan to leave with actionable ideas that you can bring to your school's PTA!

PTA 101 (repeat)

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