

Northwest Cook Region PTA Fall Training Schedule for live online classes via Zoom



You must preregister to receive login information.

To join by computer: Click the website address that will be emailed to you. You may be asked to type in the meeting ID and password. To join by phone: dial the phone number listed for Chicago. Type in the meeting ID followed by your participant ID and you will be connected.

Choose your courses:

MON— Sept 14	WED— Sept 16
7 PM Road To Success* *Includes Procedure Book details	10 AM Road To Success 7 PM Membership part 1 7 PM Secretary's course

Mon— Sept 21	Wed— Sept 23
7 PM Membership part 2 7 PM Reflections	7 PM Money Matters 101 7 PM MemberHub

Tues— Sept 29	THUR— Oct 1
7 PM Advocacy 101: The Basics 7 PM MemberHub	7 PM Road To Success* 7 PM President's course



Questions?

Email Jeanette Harris at jharris@illinoispta.org.

Reflections

Share the arts with your students while helping build confidence and self-esteem through recognition and celebration of their efforts. Learn more about the ins-and-outs of hosting and supporting the Reflections program, including rules, due dates, packaging, promotion, judging, best practices, success stories, program tips, and Q&A time.

Advocacy 101: The Basics

Have you ever wondered how to be an advocate for your child? For your school? For your school district? What does working with your school board look like? Join us for this workshop to learn some basic principles of advocacy the PTA way and resources that are available to assist you at the local, state, and federal level.

Money Matters 101

This course will take you through everything you will be responsible for as a PTA treasurer including how to prepare a budget, conducting an audit, fundraising, managing money and bank accounts, electronic banking, treasurer's financial reports, accountability to members and the government, and how to protect your 501(c)(3) tax-exempt status.

It is suggested that all PTA treasurers and presidents take this course, but it would be beneficial to any PTA officer.

Secretary's Course

This course will describe the actual duties of the secretary, what minutes are and are not, how to make corrections to your minutes and many helpful tips. Current secretaries and presidents who have not been able to attend president's training would benefit from this course.

MemberHub

See what items must be completed in MemberHub and then a tour of what is new in our ever changing MemberHub.

This workshop would be valuable for presidents, treasurers, membership chairs, communications chairs and anyone using MemberHub.

Membership

Membership Part 1: What does a Socially Distant Membership Campaign Look Like?

Join us as we discuss a variety of strategies to assist your PTA with:

- Articulating the Value of PTA
- Communication techniques to reach past and potential members,
- "PTA for your Child" Ready to Use Resources

Membership Part 2: Actively Involving Our Community While Remaining Socially Distant (*Not limited to Membership Chairmen*)

Join us as we discuss a variety of strategies to assist your PTA with:

- Community building,
- Creating an open dialogue within your community
- How will PTA pivot from in-person to virtual while remaining a positive & relevant resource to our families, school, and community?

President's Course

Now that you have stepped up to be President, learn what it takes to do the job well! This course will give you the information needed to manage your PTA and have a fun, exciting time doing it.

Road to Success

Learn the PTA basics—from our history, mission, and purpose, to running the PTA.

This course is for everyone! The bylaws require this for the entire board (chairs and officers).