

LAUNCH On The Road: Lubbock

SESSION ONE: 10:00 AM – 11:30 AM

BASICS Treasurer **Room 104 A**

Lisa Holbrook, Texas PTA President

The treasurer is critical in realizing the goals of any organization and PTA has the information and resources you need to be confident and successful! From writing checks to making deposits and beyond, learn the ins-and-outs of being a PTA treasurer.

BASICS President **Room 104 B**

Sheri Doss, Texas PTA President-Elect

Being President is about leading others to become passionate about the mission and vision of PTA. Learn the tools you will need to develop relationships, manage volunteers and create a successful, efficient PTA. Bring your Local PTA bylaws for reference.

BASICS Parliamentary **Room 106A**

LaDorshe Damron, Texas PTA Secretary

Motions to amend and amendments to the motion....HELP! Parliamentary procedure doesn't have to be overwhelming and can make a positive difference in your PTA. Get the tools you need to handle PTA business effectively and efficiently.

BASICS Membership **Room 106B**

Michelle Jackson, Texas PTA Director of Member Services

Learn the long-standing basics of PTA membership while also hearing important updates for 2017-2018. This workshop is a must for your PTA's membership leader. We'll cover the six R's: recruit, record, report, remit, recognize and retain!

SESSION TWO: 11:45 PM – 1:00 PM

Emotional Leadership in Difficult Conversations **Room 104 A**

Lisa Holbrook, Texas PTA President

This session examines the opportunities to exercise emotional leadership in a difficult conversation by understanding the dynamics of the conversation. We can become more aware of our filters and preferred styles of responding, and set a tone of solution-oriented discussions. In addition, it covers ways to model constructive behaviors to move the conversation forward.

BASICS Advocacy **Room 104 B**

Sheri Doss, Texas PTA President-Elect

Is your PTA a strong advocate for students in your community? Do you want to do more to educate, inform and energize the parents and educators on your campus about important issues facing education at every level? Join this session to learn how the Legislative Action Chair can be effective within your PTA!

SPOTLIGHTS Financial Reconciliation **Room 106A**

LaDorshe Damron, Texas PTA Secretary

This workshop will give an overview of how to prepare your records for the financial reconciliation. It will also give step-by step instructions on how to conduct the review and reconciliation of the treasurer's records.

Leader2Leader: A Voice For Every Child **Room 106B**

Michelle Jackson, Texas PTA Director of Member Services

Thriving membership is more than dues and numbers, it's the foundation for PTA to drive change for the benefit of our children. Join this session to get your PTA on the path to providing a Voice for Every Child!

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SESSION THREE: 1:45 PM – 3:00 PM

SESSION FOUR: 3:15 PM – 4:30 PM

Taxes: Love ‘em or Hate ‘em but Gotta Know ‘em Room 104 A

Lisa Holbrook, Texas PTA President

Are you confused or intimidated by taxes? Learn the difference between state and federal taxes. See how easy a 990-N is to complete. Learn the rules and regulations regarding sales tax and understand how all this applies to your PTA.

Reflections for Local PTAs Room 104 B

Sheri Doss, Texas PTA President-Elect

This workshop will provide guidance for Local PTA Reflections Chairs in executing a successful Reflections program: Preparation, Promotion, Collection of Entries, Judging, Advancing Entries and Recognition. Join us to learn how to spice up your program!

BASICS Secretary Room 106A

LaDorshe Damron, Texas PTA Secretary

The secretary position has wide-ranging responsibilities requiring much more than simply being present at all board meetings. Secretaries should play an active role in communicating proper notice of any meetings and the distribution of necessary materials, such as agendas and minutes. Learn the tools of the trade to protect your PTA with accurate and comprehensive meeting records.

Leader2Leader: back the future and Grow Your PTA Room 106B

Michelle Jackson, Texas PTA Director of Member Services

Members join PTA to support their child, so hear strategies to focus your efforts on making every child's potential a reality to grow and strengthen your PTA.

Leader2Leader: PTA Finance Q&A Room 104 A

Lisa Holbrook, Texas PTA President

Do you have any lingering questions dealing with PTA Finance that you would like some answers on? Join Texas PTA President Lisa Holbrook to ask these questions, clarify them, and wrap up any loose ends to complete your training!

Don't Kill My Vibe, Keep the Rally Alive! Room 104 B

Sheri Doss, Texas PTA President-Elect

This workshop will guide you on how to build relationships with decision makers in your local community, school district and at the state and national levels. Advocacy strategies at each of these levels will be shared as well as the resources available to you as a PTA advocate.

Leader2Leader: Texas PTA's Standards of Continuing Affiliation Room 106A

LaDorshe Damron, Texas PTA Secretary

Carrying the PTA brand is a privilege for all of us and it's important to understand the basic requirements of maintaining your PTA charter. 2017-2018 is the first year of full implementation, so get ahead of the game and know what to expect for your PTA.

SPOTLIGHTS Bylaws & Standing Rules Room 106B

Michelle Jackson, Texas PTA Director of Member Services

Did you know there is a new bylaws template for your PTA? Learn how your bylaws and standing rules can be an asset, rather than an obstacle! Review the steps to updating these documents, learn about the new Local and Council PTA Bylaws Templates, and gain an understanding of the approval process.