



HEALTHY LIFESTYLES

Establishing a healthy lifestyles committee on your board, recruiting a qualified chair, and providing access to training and resources is an important step toward addressing the critical needs of Texas children and their families. While childhood obesity remains a critical issue, the rise of social/emotional and mental health issues related to bullying, cyberbullying, and other youth violence-related incidents are at an all-time high. Creating a positive social and emotional climate increases academic achievement, reduces stress, and improves positive attitudes toward self and others. Schools play a critical role in promoting the health and safety of young people and helping them establish lifelong healthy behavior patterns. Additionally, more and more research shows a link between the health outcomes of young people and their academic success.

TOP 7 THINGS TO KNOW FOR THIS POSITION

1. Review the Effective Strategies in the PTA Healthy Lifestyles Resource Guide.
2. Complete required FOUNDATIONS training before October 15. This course is initiated at txpta.org/training.
3. Present a Plan of Work to the executive board for approval with budget needs.
4. Maintain a procedure book to include information on activities, programs, contacts, communication statistics, and budget information to provide your successor.
5. Attend training offered by National, Texas, and Council PTAs related to your chair position, such as webinars, conferences, etc.
6. Network with other Local PTA Healthy Lifestyle Chairs to collectively promote the importance of the committee and share best practices.
7. Track practices and continue to implement best practices.

KEY TRAININGS

- Essentials** is a high-level orientation to PTA that is taken online via the Texas PTA website at www.txpta.org/training. It contains the mainstay information that every PTA Leader should know.
- BASICS Boardmanship & Healthy Lifestyles Webinars & Resource Guides** contain detailed information to support PTA Leaders in their specific board position. BASICS include a workshop, companion Resource Guide, and other supporting resources.
- Spotlights** offer a short, in-depth review of specific yet important topics and recurring PTA functions such as Bylaws and Standing Rules, Financial Reconciliations, Conducting a Meeting, and Nominations and Elections. Spotlights are free and are not mandatory but offer vital insights on specific and timely topics.

IMPORTANT DATES AND DEADLINES

- **August/September** - Plan for PTA Healthy Lifestyles Month
- **October** - Promote PTA Healthy Lifestyles Month
- **November** - Celebrate PTA Healthy Lifestyles Month
- **Every Month** - Consider celebrating one of the other National Observances identified in the Healthy Lifestyles Resource Guide or check out the Healthy Lifestyles Newsletter for ways to coordinate with school staff and parents throughout the year.

Questions? Find more resources at txpta.org/healthy-lifestyles. Contact your Council PTA or Field Service Representative. You can also email vppr@txpta.org or contact the Texas PTA State Office at 1-800-TALK-PTA.

Quick Start Guide

The BASICS materials provide essential training for many PTA positions. This guide is just the beginning!

ABOUT PTA

The mission of PTA is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

What this means: We engage, empower, and advocate to achieve our vision—every child's potential is a reality. Our mission statement guides us and should drive any significant decision. The funds we raise are used to support our mission.

WHAT IS PTA?

PTA is a 501c3, member-based association that advocates for the best interest of ALL children in many areas. It is self-governing and non-partisan. PTA advocates for or against issues but does not endorse any candidate or political party.

What this means: You are a member of a nonprofit executive board and therefore have certain legal responsibilities. Executive board members have three fundamental fiduciary duties: the duty of care, duty of loyalty, and duty of obedience. Executive board members act as trustees of the PTA's assets and must exercise due diligence to oversee that the PTA is well-managed and that its financial situation remains sound. The executive board verifies that all filing requirements and tax obligations are completed.

OUR PURPOSE

- Welcoming families into the school community
- Communicating effectively
- Supporting student success
- Speaking up for every child
- Sharing power
- Collaborating with communities

PTA STRUCTURE

Members
 Local PTA (campus level)
 Council PTA (district or community)
 Texas PTA
 National PTA

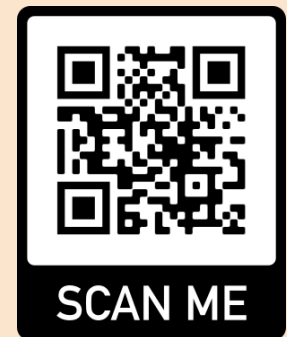
FINANCE

The Life Cycle of A Budget

- Elected/appointed executive board members create plans of work which include a budget detailing project-related expenses.
- PTA happens, and expenses occur.
- The executive board approves the plans of work and the membership votes to adopt the budget plan. Financial reports are presented at each regular executive board and membership meeting. Financial reconciliation happens at the end of the year, and the membership receives the report at the first meeting of the next school year.

TRAINING

Scan the code or visit txpta.org/training to learn more.



GETTING STARTED

As a leader in PTA, there are a few things you need to do to start the year.

ONE	TWO	THREE	FOUR
First, join your local PTA! All executive board members must be PTA members.	Next, register with Texas PTA at txpta.org/register-as-a-board-member .	Your local PTA secretary asks all executive board members to sign a Confidentiality, Ethics, and Conflict of Interest Agreement.	Your local PTA president asks all executive board members to create a Plan of Work which begins the annual budget process.

