

CALIFORNIA STATE PTA BOARD OF MANAGERS

STUDENT BOARD MEMBER

FAQ'S

WHAT ARE THE EXPECTATIONS OF A STUDENT BOARD MEMBER OF THE CALIFORNIA STATE PTA?

A student board member of the California State PTA Board of Managers is expected to participate in all board business and activities and be a full participating member of the state board.

WHAT IS THE CALIFORNIA STATE PTA BOARD OF MANAGERS?

The California State PTA Board of Managers is composed of the elected officers, parliamentarian, director of legislation, immediate past president, chairmen of standing committees, commissioners, legislation advocates, consultants, district presidents, and all National PTA board members residing in California.

WHAT IS THE ROLE OF A STUDENT BOARD MEMBER:

- To share student perspectives with adults who work on behalf of young people;
- To provide student views on current issues and concerns;
- To accept commission and committee assignments (e.g., writing articles, helping to prepare materials, preparing and conducting convention workshops) and following through in a timely manner;
- To help other young people to understand the operation and the structure of a large, statewide, nonprofit organization; and
- To inform students at the unit level of the goals and activities of the California State PTA.

WHAT ARE THE REQUIREMENTS TO APPLY FOR A STUDENT BOARD MEMBER POSITION?

- The applicant must be a member of a PTA/PTSA in California
- Have parental permission if under the age of 18
- Complete the California State PTA Board of Managers Student Board Member Application. Completed application must be received in the PTA office by the due date.
- Applicants under the age of 18 must have authorized release time from the applicant's school principal and/or school district
- Be interviewed by the district PTA president

WHAT IS THE LENGTH OF TERM THAT A STUDENT BOARD MEMBER SERVES?

Student board members serve a one-year term on the California State PTA Board of Managers. Student board members may apply for a second one-year term, if desired.

WHAT ARE THE MEETING EXPECTATIONS?

The California State PTA Board of Managers meets four to five times each year. Due to hotel and conference availability, the days of the week sometimes vary. The applicant is expected to attend all meetings of commissions and committees to which you are assigned. The applicant may be asked to attend additional meetings outside of the Board of Managers meetings in conjunction with committee/task forces involvement.

WHAT EXPENSES ARE PAID FOR BY THE CALIFORNIA STATE PTA?

The California State PTA pays for the following expenses.

- Hotel (paid directly by the California State PTA)
- Meals
- Transportation to/from the meetings
- Other expenses as requested/approved by commission/committee assignment.

ADDITIONAL CONSIDERATIONS:

- The applicant should be familiar with the Purposes of the PTA, the Mission Statement of the California State PTA and basic information.
- The applicant should recognize that the work of the California State PTA Board of Managers is quite different from that of a unit PTA/PTSA. You should understand the amount of time and type of involvement required as a member of the California State PTA Board of Managers.
- The applicant must feel comfortable interacting with adults. It may be necessary for you to share a hotel room with an adult board member.



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STUDENTS, You are Invited to Apply to be a Student Member on the California State PTA Board of Managers!

For over half a century, the California State PTA has invited students to serve on its Board of Managers to accomplish common goals and support the California State PTA's mission.

Student members of the Board of Managers:

- collaborate with adults in a large nationally recognized volunteer organization—with the opportunity to acquire life-long skills.
- must be at least 16 years of age by the beginning of their term (July 1); the maximum age is 21.
- can participate on committees and commissions, including:
 - Communications
 - Programs and Member Services
 - Membership
 - Community Concerns
 - Education
 - Health
 - Parent Involvement

The student board member position is a one-year term. Students may re-apply for additional terms, as long as all qualifications continue to be met.

How to apply:

Application forms are available from the Thirty-Third District PTA president or online at <http://www.capta.org/sections/membership/student-rep.cfm>.

All applications must be accompanied by three (3) letters of recommendation – one from each of the following people:

- A counselor, school administrator or teacher with knowledge of your involvement, abilities and achievements at school;
- The PTA/PTSA unit president where you are a member.
- An individual with knowledge of your abilities and achievements, specifically achievements in the business community, volunteer involvement and/or religious affiliated activities.

If the applicant is in high school, he or she must supply a letter from his or her principal or school district authorizing release time from class and school assignments.

Prior to mailing the application and all attachments, each applicant must be interviewed by the Thirty-Third District PTA president, who will then fill out a recommendation form on the applicant's behalf.

Deadlines:

- **March 1:** Interview with Thirty-Third District PTA president completed. All paperwork must be prepared and ready prior to your interview with the Thirty-Third District PTA president. The interview must be arranged and completed BEFORE March 1.
- **March 15:** Completed application must be received at the California State PTA office. After the interview, all paperwork must be mailed and received by the California State PTA office by the March 15 deadline (postmarks not accepted).

Being a student board member on the California State PTA is an exciting volunteer opportunity that allows you to make a significant contribution to an organization, introduces you to many life-long skills and enhances any college or employment résumé.

If you are interested in applying, please contact the Thirty-Third District PTA president, Vera Johnson, at president@33rdpta.org.

Guidelines for Serving as a Student Representative on the California State PTA Board of Managers

The California State PTA Board of Managers is composed of elected officers, parliamentarian, director of legislation, immediate past president, chairmen of standing committees, commissioners, legislation advocates, district presidents, and all National PTA board members residing in California. Student board members serve a one-year term on the California State PTA Board of Managers.

1. You must be a member of a PTA/PTSA in California. You should be familiar with the Purposes of the PTA, the Mission Statement of the California State PTA, and basic information.
2. You should recognize that the work of the California State PTA Board of Managers is quite different from that of a unit PTA/PTSA. You should understand the amount of time and type of involvement required as a member of the California State PTA Board of Managers.

Student Involvement on the California State PTA Board of Managers

As a student board member of the California State PTA Board of Managers, you are expected to participate in all board business and activities and be a full participating member of the state board. You can play a valuable role by:

- Sharing student perspectives with adults who work on behalf of young people;
- Providing student views on current issues and concerns;
- Accepting commission and committee assignments (e.g., writing articles, helping to prepare materials) and following through in a timely manner;
- Helping other young people to understand the operation and the structure of a large, statewide, nonprofit organization; and
- Informing students at the unit level of the goals and activities of the California State PTA

Student Attendance/Participation

The California State PTA Board of Managers meets in July, October, January, February/March and April/May. Due to hotel and conference availability, the days of the week sometimes vary. You could be asked to attend additional meetings outside of the Board of Managers meetings in conjunction with committees/task forces involvement. You are expected to attend all meetings of commissions and committees to which you are assigned.

Student Expenses

Members of the California State PTA Board of Managers are reimbursed for expenses for all Board of Managers meetings. Hotel accommodations are paid directly by the California State PTA.

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- Transportation to/from the meetings by car (mileage), train, air and shuttle service
- Meals (a per diem).

Expenses are paid before the meeting by submitting a "Request for Advance" form to the California State PTA office with documentation to be provided after actual expenditures of the advanced funds, or following the meeting by submitting as "Expense Statement" form to the California State PTA, Attn: Cindy McCain with attached receipts and documentation.

Additional Considerations

You must feel comfortable in interactions with adults. It may be necessary for you to share a hotel room with an adult board member.