

GUIDELINES FOR SERVING AS A STUDENT BOARD MEMBER ON 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. Student board members serve a one-year term on the California State PTA Board of Managers.

- 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.
- 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 committee/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. Reimbursable expenses include:

- transportation to/from the meetings by car, train, air and shuttle service; and
- 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 an "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.