

COUNCIL ANNUAL REPORT
REPORTING PERIOD: JULY 1 to JUNE 30

Instructions

1. District PTA number/name
2. Complete this form (front and back) and make ONE copy for Council Historian's procedure book.
3. Send report to your District PTA Historian or President WITH UNIT REPORTS ATTACHED.

District PTA Address _____

City _____ Zip _____

Council Report due to District PTA by: _____

District PTA Report due in California State PTA office no later than June 1.

**DO NOT SEND
THIS REPORT TO
THE CALIFORNIA
STATE PTA OFFICE –
SEND THROUGH
PTA CHANNELS**

COUNCIL INFORMATION

STATE PTA IDENTIFICATION # _____
(Number on label of mailings from California State PTA)

NAME OF COUNCIL _____

HISTORIAN, or person making report _____

COUNCIL PRESIDENT'S NAME _____

Address of above _____

COUNCIL PRESIDENT'S SIGNATURE _____

City, Zip _____

Telephone/Fax _____

E-mail _____

TOTAL NUMBER AS OF DATE OF REPORT

TOTAL VOLUNTEER HOURS REPORTED

Units in Council _____

UNIT _____

Units Reporting _____ (_____%)

COUNCIL _____

GRAND TOTAL OF VOLUNTEER HOURS REPORTED _____

The California State PTA requires filing of annual reports in accordance with unit, council and district PTA bylaws. Information on this report is used for advocacy and program planning purposes. Please total your council's volunteer hours (which should be projected through June 30). These should include participation in school and community service or activities benefiting children, unit, council, district, state and National PTA programs, projects, training, and PTA-related travel, phone, meetings, paperwork time. Then complete the back side of this report.

Please check all appropriate items.

Briefly describe the most outstanding program or project. Use an additional sheet if needed.

Set at least 3 goals for each year and periodically reviewed them

Observed Founders Day with an event

Conducted at least one outstanding program/project
 advocacy parenting health
 safety welfare other

Participated in HSA Program (presented PTA Awards)

Membership growth promoted to units

Provided leadership training/instruction to member units

Used PTA publications in workshops, programs, training (other than the *California State PTA Toolkit*) such as:

- Parents Empowering Parents (Pep) Manual*
- Pocket Pals
- Promotional PTA Brochures
- Insurance & Loss Prevention Guide*
- Other

Communicated with units via
 newsletter telephone tree other

Participated regularly at district level - meetings, events

Communicated and worked with
 School Districts
 Allied Agencies
 Community Groups

Participation by council or units in PTA scholarship and grant program

Actively supported legislation at any level (local to federal)

Promoted bylaws review/revision to units

Promoted unit participation in legislative activity

Conducted bylaws training for units

Promoted and/or publicized the Mission Statement of the California State PTA

_____ Year council bylaws last revised
