

Region 5 Fall Conference

**Thursday August 16th 2007 5-9 pm
Emerald Ridge High School
12405 184th St E Puyallup, WA 98374**

This conference is held to give Local Units and Councils within Region 5 additional training opportunities. Fall Conference offers leaders support, resources and opportunities for growth.

Dinner will include:
Spaghetti by Casa Mia
Salad
Garlic Bread
Desert
Water

Tentative Agenda:
5 pm Registration-leadership packets
5:15 pm- Dinner Served
5:45-6:15 pm Welcome/ Simple Majority
6:30-7:30 pm Class Session #1
7:45-8:45 pm Class Session #2
8:45-9:00 pm Wrap-Up/ Door Prizes

Registration due: August 9th 2007

Cost:

\$35.00 per PTA for up to 5 persons * \$8.00 for each additional person

Late Fees: (after August 9th)

\$60.00 per PTA for up to 5 persons * \$8.00 for each additional person

**Pre-Registration must be postmarked by Thursday August 9th, 2007
Checks payable to Washington State PTA**

Mail to: Cheryl Child
512 16th St SE Puyallup WA 98372
Email- ptareg5@wastatepta.org

Vendors will be on hand for you to visit with.

Class Description

Money Matters- Financial management o your PTA is the responsibility of the entire board of directors. This workshop will be a fun filled hour of Questions & Answers.

Membership- This class will have everything you need to kick off a great membership campaign. Learn everything from how to enter membership information online, to where your membership payment gets sent.

Leading the Team- Learn the key elements of leading and being a member of responsible, professional board of directors. Topics include team dynamics, legal requirements, and pest practices for running board meetings. Focuses on roles of president/vice president and all board members.

For the Record- Call all Secretaries! This class will touch on all the aspects of being a successful secretary. Learn the what, how and whys of keeping records, what does and does NOT go into minutes, and how to assist preparing and agenda.

Legislative- This class shows you the importance of having a legislative chair in your local unit/council. The how, what and whys of using your legislative voice. Highly recommended to all.

Reflections- Learn about the PTA Reflection Program and how to run a successful program.

Nominating Committee- Learn the importance of the Nominating Committee. How they should be elected and when their job really starts.

Newsletter- How to effectively create a newsletter. This class will cover all bases

Conflict Management- Learn new ways to be proactive before conflict rears its head and how to handle it once it does.

Engaging Volunteers- This class discusses engaging volunteers so that they will be effective leaders. Learn strategies for recruiting and retaining volunteers and qualities of an effective program.

Return this section with registration
Due date: **August 9th, 2007**

Unit /Council Name _____ Unit/Council # 5. ____ . ____
How many attending _____

Contact Person:

Name _____ Phone # _____ Position _____

Email _____ Address: _____

There are 2 class sessions with 5 classes each session. Please indicate how many from your PTA will attend each class:

Class Session 1-- 6:30-7:30 pm

Money Matters _____

Leading the Team _____

For the Record _____

Membership _____

Nominating Committee _____

Class Session 2—7:45-8:45 pm

Newsletter _____

Magic of Conflict _____

Reflections _____

Engaging Volunteers _____

Legislative Basics _____