



# WSPTA Region 9 Spring Conference

Saturday March 17, 2011

Saghalie Middle School - 33914 19th Avenue SW, Federal Way, WA 98023



<b>8:30 – 8:55 a.m. Registration</b>	<b>9:00 – 9:15 a.m. Welcome</b>
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<b>Session 1 9:20 – 10:30</b>	<b>Session 2 10:35 – 11:50</b>
<b>Smooth Transitions</b>	<b>Budget &amp; Financial Review</b>
Having a smooth transition between the outgoing and incoming leadership is crucial to the health of a PTA. Discuss communication, procedure notebooks, transition meetings, and how to help everyone feel valued in the process. Recommended for all PTA board members.	Building a budget based on goals, is key to success of all PTAs. Learn how to assess the financial management practices your PTA is currently using, and how to build, develop, and amend budgets. Discuss who, what, when, where and why of financial reviews.
<b>Convention Preparation</b>	<b>Nominating Committee</b>
Learn about how to maximize the potential of the annual WSPTA Convention to inspire and motivate your leadership team.	The Nominating Committee is the most important committee in PTA. Learn how to elect a nominating committee, ways to encourage nominations, and all the procedures around electing the next officers of your PTA. Recommended for interested board members.
<b>Managing Your Reserves</b>	<b>Legislative Update</b>
Learn about reserves and restricted funds. Find out how much is too much, how much is enough and how to manage your reserves.	Learn more about the Supreme Court ruling and current legislative actions. Take important information back to your local unit members.

**Make checks payable to WSPTA**  
**E-mail or mail your registration to Sharon Pfeiffer - [ptareg9conf@gmail.com](mailto:ptareg9conf@gmail.com) – 9623 S. 248th St. #E12, Kent, WA 98030**  
**Cost \$40.00 if registered by March 1<sup>st</sup> Late payment will be \$65.00 per unit, final registration March 12<sup>th</sup>.**

**Registration information is to include:**  
 Local Unit Name \_\_\_\_\_ LU number \_\_\_\_\_ Phone number: \_\_\_\_\_  
 Contact Person \_\_\_\_\_ Email \_\_\_\_\_

Name – Please Print	Session 1 Class #	Session 2 Class #	Contact information (Phone & email)