

Hillsborough County Council PTA/PTSA Executive Board

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*Honoring our Legacy of
Serving Children for 90 years.*

Our Purpose

To promote the welfare of children and youth in home, school, community, and place of worship.

To raise the standard of home life.

To secure adequate laws for the care and protection of children and youth.

To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth.

To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

Goal of the HCC PTA/PTSA

To strengthen communication and participation between HCCPTA/PTSA, local PTA/PTSA units, and Hillsborough County Public Schools.



HCC PTA/PTSA
c/o Palm River Elementary
805 Maydell Drive
Tampa, FL 33619
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HILLSBOROUGH COUNTY COUNCIL

PTA/PTSA



Established in 1924 and organized under the authority of the Florida PTA, the Hillsborough County Council of PTA/PTSA is a team of volunteers dedicated to strengthening local PTAs and PTSAs in Hillsborough County, helping them to work more effectively on behalf of the children in their schools and communities.

Local PTAs and PTSAs join the Council as self-governing bodies, paying dues as prescribed in the Council Bylaws. As a local PTA or PTSA, the HCC PTA/PTSA is your direct line of support! Do not hesitate to call upon us if we can assist you in any way.

Together, we form a strong, unified voice on behalf of the children in Hillsborough County.

JOIN TEAM HILLSBOROUGH!!!!

One area that is often confusing to new Board Members is the hierarchy of PTA. You have National PTA, Florida PTA, Hillsborough County Council, and then the Local Units. That's pretty easy. It is at the Local Unit level that it can get confusing.

Your PTA is made up of three bodies: your General Membership, Executive Board, and Executive Committee. The responsibilities and who make up each of these groups is outlined in your Bylaws, and is typically as follows:

Your General Membership

Consists of anyone who has paid membership dues to your PTA this year. They must approve how you raise and spend money (i.e., your Budget), must approve your Bylaws (when they need to be renewed or amended), must elect a Nominating Committee each year to recommend officers for the next year, and must then elect the officers for the new year.

A subset of this group is your Executive Board

The Board consists of your elected officers (President, Vice Presidents, Secretaries, and

Treasurer) AND the chairpersons of your standing committees, the Principal (or designee), and may include a faculty representative, and a student representative (if you are a PTSA). It is the governing body of your PTA. It is responsible for planning the programs and services provided by your PTA, preparing the budget to be presented to the General Membership, etc.

A subset of this group is the Executive Committee

Is made up of your elected officers. The purpose of the Executive Committee is only to transact emergency business between Board meetings. If it's not an emergency, it should wait for a Board meeting.

Responsibilities of ALL Board Members

Some board members are elected; they are the officers (President, Treasurer, Vice Presidents, etc.) Other board members will be appointed to serve as chairpersons. Whether elected or appointed, all board members must understand just what their responsibilities are.

Every PTA board member has a fiduciary responsibility to the PTA membership. What exactly does that mean? Well the dictionary defines fiduciary as "of, relating to, or involving a confidence or trust." The law imposes three duties of trust: duty of care; duty of loyalty; and, duty of obedience.

All board members must discharge their duties with the care of any prudent person in a like position. They must actively participate in the management of the organization which means attending meetings, evaluating reports, and reading minutes. If a problem develops, it is a board member's duty to inquire.

Board members must give their undivided loyalty to the association/membership and cannot put

their personal interests above the interests of

MONTHS AT A GLANCE

JULY

Audit should be completed
Attend FL PTA Leadership Convention/Innisbrook
Report to HCC PTA/PTSA & Florida PTA
New & Returning Officers

AUGUST/SEPTEMBER

Prepare budget for Approval at
1st General Meeting & sent to FL PTA
Time for Reflections Programs to start
Attend HCC PTA/PTSA Fall Training

OCTOBER

Remit dues to HCC PTA/PTSA Dues by Oct. 1st
(Along with a copy of audit report and approved budget)
Attend HCC PTA/PTSA General Meeting

NOVEMBER

Complete IRS reporting Nov. 15th
PTA Play on! FIT Day
Reflections entries turn in to HCC PTA/PTSA

DECEMBER/JANUARY

Happy Holidays
HCC PTA/PTSA Reflections Ceremony

FEBRUARY

Select Nominating Committee
HCC PTA/PTSA Presidents Tea
Attend HCC PTA/PTSA General Meeting

MARCH

Submit Awards applications to HCC PTA/PTSA

APRIL/MAY

Election of New Officers
Florida/Nat'l PTA dues must be turned in by the 1st
Attend HCC PTA/PTSA Award Ceremony

JUNE

Attend HCC PTA/PTSA Spring Training
and General Meeting
Turnover of Officers
Closing of Books

REMEMBER TO REMIT DUES TO FLORIDA PTA MONTHLY!!!

