



Presidents' Kick Start

A quick review of what's needed to “kick start” your PTA year!!

Presidents' Kick Start

Working with a Board: A President's Tip Sheet



"The boss drives people; the leader coaches them. The boss depends on authority; the leader on good will. The boss inspires fear; the leader inspires enthusiasm. The boss says 'I'; the leader says 'we.' The boss fixes the blame for the breakdown; the leader fixes the breakdown. The boss says 'go'; the leader says 'let's go!'" – H. Gordon Selfridge

Congratulations! You are the chief leader among leaders who make up your board. Your job is to lead your team to achieve PTA's mission and fulfill your board's legal and ethical responsibilities. Your chief board role is to create the environment that leads to effective teamwork. Consider the following tips:

1. **Take it seriously.** Your PTA is part of the rich history and legacy of an association with more than 117 years of achievements. Ensure your board knows its legal and ethical responsibilities and understand how they fit into PTA's legacy.
2. **Embrace change.** Your board will contain change agents. Value what they bring to the table and do not view change as a threat but, instead, as inevitable.
3. **Set a professional tone.** Avoid petty issues, personality disputes, and rumor. If you stay mission-focused, your board will follow.
4. **Accept that bad things happen.** Words are uttered, people disappoint, and boards have ups and downs. No presidency is without a few bumps in the road. Don't start assuming the bumps are personal attacks or affronts. Don't let others push your buttons. Your board will mirror your behavior and your PTA will lose focus on what really matters.
5. **Leave a legacy of leadership.** Look around you. Who has talent? Potential? What does your board need to know now and for the future? Leave your board stronger than when you arrived. Make your PTA's nominating committee work hard because many qualified candidates are ready to assume leadership roles. You will create a tighter, more effective team, one that will shine for years to come.

Presidents' Kick Start

Working with a Board: A President's Tip Sheet

6. **Value individual's strengths.** Everyone has something to offer. Value the good each person brings to the board rather than concentrate on shortfalls. Identify and build on each board member's strengths.

7. **Define success.** Boards that agree on the same definition of success are focused and work well as teams. Help your board set goals together. Where does your PTA team want to go? How will you know when it's time to celebrate success together?

8. **Adjust and flex.** Recognize that everyone communicates and leads in a different manner and, to be an effective leader, you will need to adjust your style to meet the needs of your board's members. This will help create an effective team with minimal misunderstandings.

9. **Share the wealth.** What opportunities can you open to other board members? Cohesive teams share responsibility and opportunities, and grow and learn together.

10. **Keep it real.** Presidents are not royalty, surrounded by minions at their beck and call. They are servant leaders, helping membership achieve PTA mission and facilitating the board's work to serve children and families. Think of yourself as part of team, and build that team into a powerful resource for your community.

Presidents' Kick Start

10 Must-Do's for a Successful Year!

1. Arrange a meeting with your principal (have a list of prepared issues to discuss).
2. Meet as an Executive Committee (discuss what each executive member will be responsible for during the year).
3. With the help of your Executive Committee and in put from your full board prepare your annual budget.
4. Prepare a "welcome letter" to each board member (include their duties per their agreed chairmanship or responsibilities).
5. Prepare a "welcome letter" to your volunteers (include the guidelines of PTA & school).
6. Prepare and place "PTA Request Forms" in school office area for teachers & staff.
7. Have Membership table set up during registration.
8. Have "tentative" calendar of programs & events.
9. Begin discussion for fundraiser ideas.
10. Enjoy the ride as you grow and learn from each other!!

Presidents' Kick Start

National PTA School of Excellence is a recognition program that supports and celebrates partnerships between PTAs and schools to enrich the educational experience and overall well-being for all students.

As a National PTA School of Excellence, families feel welcomed and empowered to support student success, and PTA is a key partner for continuous school improvement.

The path to excellence starts with a joint commitment of PTA and school leaders to work together to achieve these National Standards.

National Standards broken down

- Standard 1: **Welcoming** all families into the school community—families are active participants in the life of the school, and feel welcomed, valued, and connected to each other, to school staff, and to what students are learning and doing in class.
- Standard 2: **Communicating** effectively with Families and school staff engage in regular, two-way, meaningful communication about student learning.
- Standard 3: **Supporting student** success—families and school staff continuously collaborate to support students learning and healthy development both at home and at school, and have regular opportunities to strengthen their knowledge and skills to do so effectively.

Presidents' Kick Start

National Standards broken down, cont'd...

- Standard 4: **Speaking up** for every child–Families are empowered to be advocates for their own and other children, to ensure that students are treated fairly and have success to learning opportunities that will support their success.
- Standard 5: **Sharing power**–Families and school staff are equal partners in decisions that effect children and families and together inform, influence, and create policies, practices, and programs.
- Standard 6: **Collaborating** with community–Families and school staff collaboration with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.