

Organizational Structure of PTA - How it all fits together

National PTA

(National Congress of Parents and Teachers) is a volunteer educational organization, founded in Washington, D.C., in 1897. Branches of the National PTA have been established in all fifty United States, the District of Columbia, U.S. Virgin Islands, Puerto Rico and in schools for American dependents in Europe and the Pacific area.



The California State PTA (California Congress of Parents, Teachers, and Students, Inc.) is a branch of the National PTA, serving as a connecting link between the national organization and its membership within the state. The California State PTA shall provide training and support for its units/councils/districts. Each unit is chartered under California State PTA.

California State PTA is a part of National PTA.

District PTAs are geographical divisions of the California State PTA, established to carry out its programs. District PTAs provide training and support for their units and councils. While the size of Thirty-Third District is small on the map, it is one of the biggest districts in the state representing 350 units. For perspective, the geographic area includes Santa Monica/Malibu to the north, continuing along the coastline to Long Beach, and stretching eastward along the 605, including La Mirada and Whittier.



Thirty-Third District PTA is a part of California State PTA.

Council PTAs are created by the California State PTA for the purpose of collaboration, leadership training, and coordination of efforts of its member units. Councils provide more individual support to units/schools and assist with the required paperwork due to California State PTA. Council PTAs generally include a school district. Long Beach Council PTA includes roughly half of all Long Beach Unified schools.



Long Beach Council PTA is a part of Thirty-Third District PTA

Unit PTAs are organized and chartered in conformity with rules and regulations as prescribed by the bylaws of the California State PTA. These units are self-governing bodies for the purpose of planning programs and activities to meet local community needs. However, they are required to observe the policies and procedures of the California State PTA and National PTA. Your school's PTA is referred to as a unit.

Your unit is a part of Long Beach Council PTA



Reaching out through the channels of PTA

Thirty-Third District PTA - Office Hours: **M-F 9:30 am to 4:30 pm**
 (PLEASE CALL THE OFFICE BEFORE VISITING TO MAKE SURE SOMEONE IS THERE).

Mailing Address: P.O. Box 1235 Lakewood, CA 90714	Office Location: (on the campus of Stephen Foster Elementary) 5629 Pearce Ave Ste. 75 Lakewood, CA 90712 (do not mail items to the physical address as the post office will not deliver them)	Email: office@33rdpta.org Phone #: (562) 804-4519 Fax#: (562) 804-5460
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Materials available at the Thirty-Third District PTA Office:



Copy of Existing Unit Bylaws	\$1.00
Roberts Rules of Order in Brief	\$8.00
Roberts Rules of Order 11 th Edition	\$14.00
A-B-C's of Parliamentary Procedures	\$1.50
PTA Logo Seals (roll of 100 small)	\$1.50
PTA Logo Seals (roll of 100 large)	\$1.75
President, Past President and other PTA Pins	Call for pricing
Treasurer's Ledger	5.00
Assorted Pins	1.00



California State PTA

Address: 2327 L. St. Sacramento, CA 95816-5014	Email: info@CAPTA.org Website: CAPTA.org	Phone #: (916) 440-1985 Fax#: (916) 440-1986
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National PTA

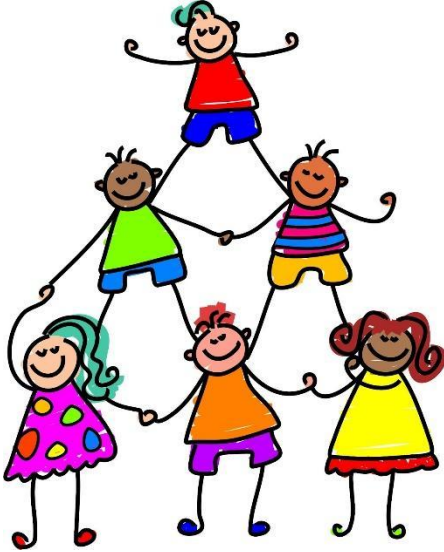
Address: 541 N. Fairbanks Ct., Ste. 1300 Chicago, IL 60611-3396	Email: info@PTA.org Website: PTA.org	Phone #: (312) 670-6782 Fax#: (312) 670-6783
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CAPTA Insurance Broker – Association Insurance Management (AIM)

Address: 8144 Walnut Hill Ln Suite 900 Dallas TX 75231	Email: capta@aim-companies.com Website: https://capta.org/pta-leaders/services/insurance/	Phone #: (800) 876-4044 Fax#: (214) 360-0802
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Publications & Resources

CAPTA Toolkit – toolkit.capta.org <i>PTA how-to information Book</i>	PTA in California – capta.org <i>CAPTA Newsletter</i>
Our Children – pta.org/home/family-resources/Our-Children-Magazine <i>National PTA Magazine</i>	In Touch – talb.org <i>Teachers Association of LB Newsletter</i>



Unit Support

Who should I contact?

As of this school year, Long Beach Council PTA is made up of 43 PTA units at schools in LBUSD. We are a large council, divided into “areas” with an advisor or mentor for each. Area Advisors collect and help keep track of unit reports and materials that are due to council. They are also available to assist unit presidents and other board members by answering questions and providing guidance.

Units with questions or concerns should follow these steps, subscribing to PTA’s notion of “going through channels”:

Step 1 Contact Area Advisor – *if further assistance is needed proceed to step 2*

Area 1 Advisor: Emma Auger aa1@longbeachcouncilpta.org
Area 2 Advisor: VACANT aa2@longbeachcouncilpta.org
Area 3 Advisor: VACANT aa3@longbeachcouncilpta.org
Area 4 Advisor: VACANT aa4@longbeachcouncilpta.org

Step 2 Contact:

LBCPTA Director of Leadership – VACANT @ leadership@longbeachcouncilpta.org or
LBCPTA President – Susana Gonzalez Edmond @ president@longbeachcouncilpta.org

BUILDING YOUR UNIT THROUGH INCLUSION & LEADERSHIP



September

- *Smile – A smile can be contagious
- *Break the ice – Start a conversation with someone new
- *Demonstrate mutual respect– Inclusion means being respectful regardless of position or title.

October

- *Say “Hello” – You could make someone’s day!
- *Say “Thank You” – Gratitude is a gift that is never too small.
- *Be a relationship builder – Seek ways to expand your network.

November

- *Be open – Try to experience new thoughts and as learning opportunities.
- *Communicate respectfully – It is not what you say, but how you say it.
- *Get someone else’s point of view – After sharing your perspective, give others a chance to share theirs.

December

- *Practice patience – Take time to get the full story.
- *Seek understanding – It is better to not fully understand than to fully misunderstand.
- *Listen – People feel respected when they know you are listening to their point of view.

January

- *Do the right thing – Be fair
- *Get involved – Make a difference. Get caught being good.
- *Lend a hand – A little help can go a long way.

February

- *Reinvent the wheel – Do something that has not already been done.
- *Be flexible – Things do not always go as planned. Adapt to changing conditions when necessary.
- *Remember, we all make mistakes – Resist the urge to point out the one’s others make.

March

- *Treat others the way they want to be treated Find out what respect means to others.
- *Be culturally competent – Differences are barriers only if we allow them to be.
- *Find common ground – Discover what you have in common.

April

- *Sweat the small stuff – It is often the small things, such as being kind and courteous that make a difference.
- *Be considerate – Your words and actions affect others.
- *Join the team – Do your part to support teamwork.

May

- *Ask – It is ok to ask when you are not sure.
- *Share your point of view – Everyone has a perspective. Let others benefit from yours.
- *Take a healthy step – Do something good for your health and encourage a friend to join you.

June

- *Lead the way – Let your inclusive behavior light a path for others.
- *Become a mentor – You, yes you can help others realize their potential.
- *Be a champion of dignity and respect – Encourage others to do the same