

The General Membership of a Council =

Each local unit has a representative to the Council. Most commonly it is the president. The Council also allows a certain number of voting delegates for each local unit. The Standing Rules of the Council will specify the number as well as voice and vote privileges.

The Board of Directors of a Council =

Similar to a local unit, the Board of Directors is defined in the Standing Rules. It includes the Executive Committee and those appointed positions specified. Councils may have positions not seen at a local unit level based on the goals of that particular Council. For example, Board positions may include:

Leadership chair—shares key mini-trainings with local unit leaders, passes on tips from the Best Practices list

School Board liaison—attends school board meetings and reports back, sets up work studies, finds partnering possibilities, gives input on community concerns

Curriculum representative—works with the district to know what curriculum adoptions are coming up and to work with them on ways to get parent feedback in the process.

Transitions chair—creates opportunities to share information about those important transitions for students from elementary to middle to high school to college. Shares information on concerns with the district. Shares information with parents in parent language not district-speak on what to expect.

The Executive Committee of a Council =

Consists of the elected officers just like a local unit. At a minimum it includes the president,, vice president, secretary and treasurer.

Creating the Board of Directors:

- Councils are representative of all local units across the district
- Every effort should be made to include volunteers on the Board that represent all levels of school (elementary, middle and high school) and all areas of the district. This may mean someone from each local unit has a role.
- Leaders at the Council level may have been local unit presidents in the past who would like a new challenge. They may be people who like the bigger picture view. They may be people that are interested in getting involved on a broader scale without a commitment to something at the State level.

The General Membership votes on the local unit fee for the Council. This is listed in the Standing Rules the General Membership votes on and is reflected in the budget.

Council dues can be assessed in a variety of ways. Examples include but are not limited to:

- A flat fee for all local units (everyone pays the same)
- A varied flat fee based on elementary, middle or high school PTA
- A varied flat fee based on membership levels (i.e. \$50 for each 50 member increment or \$50 for 20-50 members, \$100 for 51-100 members, \$150 for 101 to 150 members, etc.)
- A per member fee (e.g. 1500 members in Riverview, each local unit assessed \$0.50 per member at their unit would equal \$750.00 for the Council's budget)
- Some combination of the above examples

Some councils charge the yearly fee but if the general membership votes to take on an additional project then each local unit contributes extra money specifically for that program.

An example of a bare-bones Council budget might include:

- Administrative costs—printing, postage, misc (\$100)
- Insurance—(\$300)
- Annual Corporation Report—(\$20)
- Reflections Program—(\$60)
- Volunteer Recognition—(\$60)
- Training—(\$210)

First year expenses would be a little higher just like any local unit to cover filing fees with the Secretary of State and the IRS.