



PTA[®]
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The South San Francisco PTA Council

Presents a

Workshop for all Officers!

Date: Monday, September 14, 2009

Time: 6:30 p.m.

Location: Ponderosa Elementary School

295 Ponderosa Road, So. San Francisco

(Dinner will be provided by the South San Francisco PTA Council)

Please bring your "Toolkit" and all books pertaining to your particular office.

Name of PTA _____

Indicate with a checkmark what training you wish to take this year.

- | | |
|---|---|
| <input type="checkbox"/> President /Vice Presidents | <input type="checkbox"/> PTA 101 & Membership |
| <input type="checkbox"/> Secretary | <input type="checkbox"/> Parliamentary procedure/bylaws |
| <input type="checkbox"/> Treasurer/ Financial Secretaries | <input type="checkbox"/> Do you need translation? |
| <input type="checkbox"/> Auditor | _____ |
| <input type="checkbox"/> Historian | |

Please reply by mail by September 9, 2009 to:

Valerie Hatfield, 467 Dellbrook Ave

South San Francisco, CA 94080

You can also reach Valerie at: (650) 589-7925

Or email: valerhehe@aol.com