

17th District PTA – 2016-2017 – List of Due Dates for Unit PTAs

If in a council, send to your council to arrive by this date.

If Out-of-Council, send to 17th District PTA to arrive by this date.

Mandatory for PTA to remain in Good Standing

What		Due Date
Dues – at least 15 members per capita		Nov 1
Insurance Premium - \$221 for Unit PTA		Nov 15
Workers Comp Annual Payroll Report		Dec 15
Roster of next year's PTA Officers		May 1
Tax Returns: to IRS, FTB, RRF-1	most PTAs	Nov 15

Requested by California State PTA – send through channels

What		Due Date
Annual Financial Report		Oct 1
Final Audit of previous year		Oct 1
Annual Historian Report		May 1
Final Dues of the year		June 1
Founders Day Freewill Offering		June 1

Scholarships and Grants – send applications directly to State PTA

What		Due Date
Continuing Education Scholarships: for PTA volunteers, school nurses, credentialed teachers and counselors		Oct 15
Parent Education Grant		Oct 15
Cultural Arts Grant		Oct 15
Healthy Lifestyles Grant		Oct 15
Outreach Translation Grant		Oct 15
Graduating High School Senior Scholarship		Feb 1
Grant Report for any of above grants		June 1

Convention - send directly to State PTA

What		Due Date
Draft Resolution & Convention Action Cover Sheet		Nov 1
Final Resolution & Convention Action Cover Sheet		Jan 5
Registration Information Available Online	January	
Registration Accepted	Feb-Apr	
Convention in San Jose, Apr 28 – 30, 2017		

Membership Awards – send per capita dues through channels

What		Due Date
Ready, Set, Remit – 30 memberships		Sept 30
Membership Challenge – Do Good Things (complete 3 requirements + 4 options from list)	Apply to State PTA	March 10

Awards – send award applications directly to State PTA

What		Due Date
Spotlight Awards for Unit + Council PTAs: 1. Leadership Development 2. Student Achievement: 3. Environmental 4. Family Involvement 5. Membership And Outreach 6. Collaboration 7. Advocacy 8. Student Involvement		Feb 1

Reflections Art Contest (Check with your council about your due date.)

– Student entries due to 17th District PTA on Monday, Dec 5

– Reflections Theme: What is Your Story?

Website: www.17thdistrictpta.org