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**Principals and PTA Presidents - Partners in Education**

What does it mean for the principal and the PTA to work as partners? It means that each group understands his or her responsibilities, as well as the others’. It means setting goals and working cooperatively to achieve them. It means respecting each other’s opinions. It is through the principal’s support, motivation and leadership in collaboration with the PTA that a school community can promote strong family-school-community partnerships to help our youth reach their potential.

**The PTA President(s) Support for the School**

* Plans with – and works through-the principal, not around him/her.
* Encourage the principal to speak openly about his or her goals, concerns and School Improvement Plan (SIP).
* Always includes the principal (and a representative) in meetings.
* Raises PTA and parent concerns to the principal, developing a forum for frank and open discussion.
* Consider programs that would support School Improvement Plan (SIP).
* Cultivates a welcoming climate at the school site for all stakeholders in the community.
* Understands the school’s policies and procedures.
* Interprets the school to the community.
* Considers school and district-wide schedules when planning PTA activities.
* Responds to requests for help.
* Helps foster good home-school relationships.
* Keep things seen or heard at school confidential. Encourages all volunteers to honor the ethical considerations and legal responsibilities regarding the privacy of students and their records.
* Provides opportunities for more family engagement in the school community.
* Encourages staff participation in PTA planning.

**Principal’s Support for the PTA**

* Regular attendance at PTA board and general membership meetings is another way to ensure open communication with the PTA and its members. It will also provide the principal with opportunities for input into the decisions made by the PTA.
* The principal should be aware of information disseminated to the general membership. In that way, the principal is able to direct any questions or concerns to the appropriate person.
* It is suggested that the principal have input into the budget process by means of suggestions, observations, and sharing the educational goals for the coming year so that goals and activities planned by the PTA do not conflict but instead compliment the educational direction.
* Cooperates with the PTA in the use of school facilities.
* Helps promote PTA events and programs in principal/school communications.
* Makes the PTA feel welcome and an important part of the school.
* Encourages staff to join the PTA, help with program planning and participate in PTA activities.
* Stresses the value of staff attending PTA meetings and socializing with families.
* Informs staff of the importance of sending PTA notices home with the students.
* Joins PTA 😊

The Principal and the PTA President(s)

* Although schedules are very busy, it is suggested that the principal and the president(s) meet monthly to evaluate goals, achievements and concerns. The principal should feel comfortable bringing problems and concerns to the PTA for resolutions. Open 2-way communication strengthens the relationship.
* The principal and PTA president should meet prior to the end of the year so that the principal has input into the coming year’s calendar as to insure no scheduling conflicts that would inhibit regular instructional periods or conflict with school-wide testing.

**Additional Resources & Information**

**Bellevue PTSA Council**

* Serves as a resource in which both the Principal and the PTA leaders can call upon for communication problems/conflicts/concerns
* Serves as a resource through which the PTAs of an area can together attach problems beyond the scope of a single PTA working alone;
* Strengthens each unit, enabling it to work more effectively in its own school and community
* Enables PTA officers and leaders to exchange ideas and plans to benefit from each other’s experiences in PTA work, to learn new techniques of leadership, and to receive training for their specific responsibilities through conference and workshop;
* Acts as a channel of communication by relaying information, instruction, and news from the district, state and national;
* Develops leaders, engages in worthwhile community service projects, and broadens public understanding of home-school cooperation.

**Bellevue Special Needs PTA**

The Bellevue Special Needs PTA is a Bellevue School District wide PTA unit committed to helping every child with special needs in Bellevue schools succeed and reach their full potential. <http://www.bellevuespecialneedspta.com/>

**PTA Staff Liaison**

**The PTA Staff Liaison is selected by the principal or staff and acts as a resource between the staff and the PTA. This representative brings requests and suggestions from the staff to the PTA for consideration. They are also responsible for keeping the staff informed** about PTA decisions, events and activities.

Responsibilities

* Attends PTA Meetings. During these meetings let the PTA know of any concerns staff might have regarding procedures or programs that the PTA is sponsoring.
* Gives advice to the PTA about issues or ideas that PTA may want to work on in the school
* Encourages staff to join the PTA
* Keeps the faculty informed about any decisions, activities and/or requests made by the PTA
* Encourages a partnership between the staff and families by supporting PTA's activities
* Is a strong advocate of the PTA and encourage staff members to be positive with parent volunteers that participate in school activities and complimentary of all the service they give to the community.
* Join as a PTA member 😊

**Looking forward to a great school year!**

For any questions, please contact your local PTA President(s) or Amy Lenox, 2019-2020 Bellevue PTSA Council President bellevueptsacouncil@gmail.com