

SEVENTEENA is the eNewsletter from the 17th District PTA for all PTAs and PTSAs in San Mateo County

August "Jump Back into PTA" 2026 Topics:

Next 17th District PTA Board Meeting – Mark Your Calendar
Save the date – California State PTA August Leadership Zoom
Registration for the 2026-2027 Reflections Program is Now Open!
It's Time for Year-end Financial Reviews of Each Account
PTA/PTSA Budgeting
Membership Challenges + How Can People Join Your PTA/PTSA?
Rosters of 2026-2027 PTA/PTSA Boards PAST DUE!
Bad News in the PTA Mailbox?
Enrollment is Open for the 2026-2027 School of Excellence Program

Next 17th District PTA Board Meeting – Mark Your Calendar

The first district board meeting of the 2026-2027 PTA year is scheduled for **Wednesday, August 12th** at **7 PM** on Zoom. The link to join will be forthcoming. **PTA Council Presidents** are members of the 17th District board and are expected to attend to get information to share with unit PTAs and to report on conditions at their Council. **Out-of-council units** are also invited to attend and report on what's happening at their schools.



Save the Date – California State PTA August Leadership Zoom Call

The first Leadership Call of the 2026-2027 PTA year will be on **Thursday, August 13, 2026** at **7:00 pm**. The Leadership Services Commissioners will be covering a variety of important topics to help you start the year strong, including:

- Hosting your first General Association Meeting
- PTA Tax Filing Requirements
- FutureFund Connect Updates and Tips
- Questions and Answers for New and Returning Leaders

Register now

Registration for the 2026-2027 PTA Reflections Program is Now Open!

Let your students' creativity shine by participating in the 2026-2027 PTA Reflections program. The theme is "What My Culture Means to Me." **We invite you to explore this year's theme and register to participate at PTA.org/Reflections.**

Register now

California State PTA Reflections orientation Zoom sessions for units (specific instructions for California's PTA units):
Jumpstart Your Reflections Program! - August 12 at 7:00 PM - Zoom Registration Link
How to use the Reflections Virtual Form - August 26 at 7:00 PM - Zoom Registration Link

It's Time for Year-End Financial Reviews of Each Account

All PTA/PTSAs should have their Financial Reviews completed promptly after the end of the Fiscal Year. After the Financial Review, the records are ready to hand over to the treasurer for a clean start. Instructions on how to do a Financial Review are in the online PTA Toolkit: https://toolkit.capta.org/finance/pta-financial-review/
The Financial Review ensures that all the loose ends are tied up **before filing the tax returns** (IRS, FTB, RCT) for the 2025-26 fiscal year. Make sure to file well before the November 15 due date. There are filing support instructions here: https://capta.org/tax-filing-what-to-file/

PTA/PTSA Budgeting

The budget is a financial representation of the goals, activities and operations a PTA/PTSA expects to conduct during a specified time period. The budget estimates income and expenses for the year and must be presented at the first association meeting of the fiscal year for PTA/PTSA members to vote their approval, which is recorded in the association minutes. The budget must coincide with the term of office, which is usually also the association's fiscal year.

Information on developing the budget, recommended line items, identifying funds not belonging to the unit, approving/amending the budget, and protecting PTA's tax-exempt status can be found at: https://toolkit.capta.org/finance/budgeting/

Membership Challenges + How Can People Join Your PTA/PTSA?

Looking for creative ideas? California State PTA's 2026-2027 Membership Challenges are your launchpad - five opportunities to grow your community, strengthen your voice, and show what PTA can do when it reaches for the stars! View the challenges here:
https://capta.org/membership/membership-challenges/
If your families join by paper forms and checks or cash, then order Membership Envelopes now for delivery in a few weeks – 500 for $15 from our Membership VP Juanita Flores at jflores@17thdistrictpta.org
If your families like to use credit cards on their cell phones, and you like posters with QR codes, then the Totem electronic membership system is the way to go:
https://capta.org/pta-leaders/run-your-pta/membership/electronic-membership-system/
Your PTA/PTSA may already be set up with Totem, which distributes the dues automatically across your PTA/PTSA, the Council, 17th District, California State, and National PTA.
See great Membership resources from National PTA here:
https://www.pta.org/home/run-your-pta/membership-resources
Remember to invite everyone in your school community and even neighboring businesses to support your PTA/PTSA.

Rosters of 2026-2027 PTA/PTSA Boards Past Due!

If you have sent in your PTA/PTSA roster information – thank you!

As of July 31st, we are missing contact information for one council and the PTAs/PTSAs listed below:

Burlingame Council of PTAs (missing council info)
Burlingame Intermediate PTA
McKinley Elementary PTA

Jefferson Council of PTAs
Benjamin Franklin Intermediate PTSA
Susan B. Anthony PTA
Westmoor High School PTSA
Wildcats PTA (Woodrow Wilson)

Out-of-Council
Henry Ford Elementary School PTA
Woodside Elementary PTA

San Mateo-Foster City PTA Council
Beach Park Elementary PTA
Foster City Elementary PTA
Laurel Elementary PTA

LEAD Elementary PTA
Parkside Montessori PTA
Sunnybrae PTA

South San Francisco Council of PTAs
Alta Loma Middle PTA
Los Cerritos Elementary PTA
Parkway Heights Middle School PTSA
Skyline Elementary PTA
Spruce Elementary PTA
Sunshine Gardens Elementary PTA

Enter the contact information (name, PTA position, email, postal/home mailing address, and phone number) for **at least** the incoming President, Treasurer, and Secretary online using your PTA/PTSA account at Connect.FutureFund.com.

If you do not have access to your PTA/PTSA's FutureFund account, then please email your officer rosters with the complete information above to communications@17thdistrictpta.org so we can enter it for you.

If officer information for the three required PTA officers above is not entered by October 31st, California State PTA will consider that council or PTA "not in good standing" and pull (terminate) the charter. *PTA charter termination* means State PTA would terminate your council or PTA: no non-profit status, no fundraising, no use of the PTA name, and the PTA bank account(s) would be closed and funds unavailable if (or until) the PTA or council is re-chartered after a mandatory, one-year waiting period.

PTA contact information is not sold or shared. Hard-copy resource mailings (Summer Service Mailing, Insurance Mailing, Convention Chronicle) are still sent from the PTA office. 17th District uses the information to contact PTA leaders about upcoming training opportunities, events, and awards.

FutureFund Connect

Bad News in the PTA Mailbox?

If any PTA/PTSA entity gets a penalty letter from the IRS, FTB, or CA Dept of Justice/OAG, please contact taxinfo@capta.org, the California State PTA tax helper who has liaisons to the government offices. Do not ignore it and hope it will be OK. Do not spend hours trying to reach the IRS. Especially check any mail that may have piled up during the summer break while the school office was closed.

Enrollment is Open for the 2026-2027 School of Excellence Program

Want to build a stronger school community? National PTA's School of Excellence program equips local PTAs and schools with a proven framework for deepening family-school partnerships and improving outcomes for every student. **Visit PTA.org/Excellence to get started.**

Register now

Watch your email for information about 17th District's upcoming Fall Leadership Training

Please ask us your PTA/PTSA questions! Help is an email away!
Email secretary@17thdistrictpta.org
-or-
communications@17thdistrictpta.org