



December Checklist

- Complete November check list
- Submit dues to VA PTA and VA Beach Council of PTAs by December 1st
- Hold a board "function" - celebrate success & volunteer work
- Newsletter - watch for Gifted Application Dates /Guidance Dates for 2012
- Thank and honor the Reflections Chairperson for a job well done
- Submit application for Phoebe Apperson Hearst Award by December 16th deadline
- Submit Principles of American Citizenship Nomination - pony to Salem HS
- Enjoy the Holidays

January Checklist

- Complete December Checklist
- Gather scholarship information and post on Scholarship Central (vbschools.com)
- Update Council on any changes in officers
- Begin to update Procedure Books
- Hold Board meeting to finalize spring plans
- Make plans to attend PTA Day at the General Assembly, January 22-23, 2012 in Richmond
- Middle & High Schools, promote CITIZENSHIP ESSAY PROJECT...2011-2012 THEME: "Community Responsibility". (check vapta.org for details)
- Submit Principles of American Citizenship Nomination - pony to Salem HS