

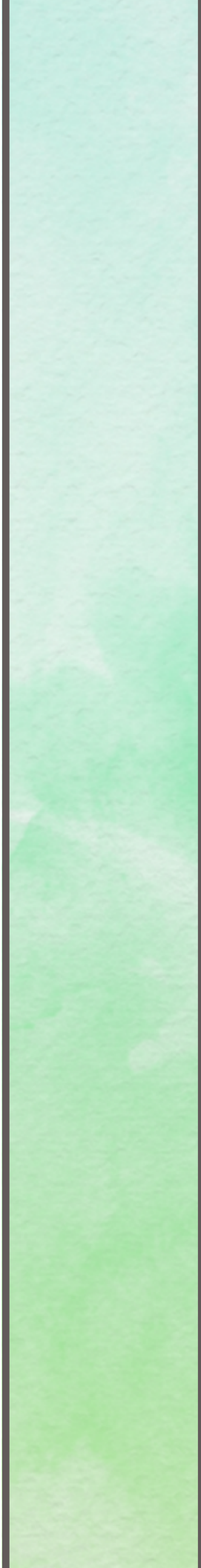
The image shows the cover of a binder. It has a green, marbled background. In the center is a large white oval. Inside the oval, the text "PTA Leader Binder" is written in a green, bold, rounded font. The text is arranged in three lines: "PTA" on the top line, "Leader" on the middle line, and "Binder" on the bottom line.

PTA Leader Binder

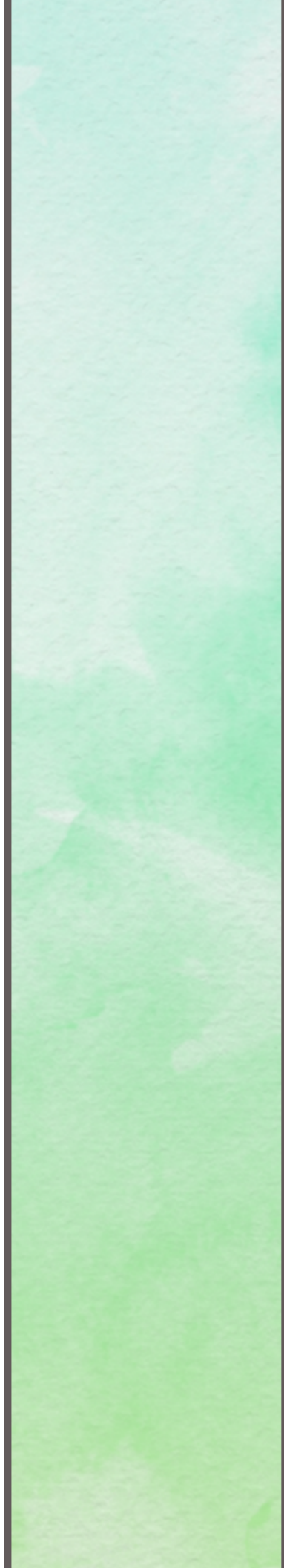
1 INCH SPINE



1 & 1/2 INCH SPINE



2 INCH SPINE



3 INCH SPINE



Weekly To Do List

SUNDAY

[illegible]

MONDAY

[illegible]

TUESDAY

[illegible]

WEDNESDAY

This image shows a full page of primary-ruled paper. It features ten evenly spaced horizontal dashed lines across the entire page, providing a guide for handwriting practice. The background is white, and the lines are black. There are no margins, text, or other markings on the page.

THURSDAY

[illegible]

FRIDAY

[illegible]

SATURDAY

[illegible]

NOTES

Annual Planner

JANUARY

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FEBRUARY

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NOVEMBER

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DECEMBER

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Monthly Reminders

Month:

Mon Tue Wed Thu Fri Sat Sun

Reminder:

Board Member Contacts

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Committee Chair Contacts

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Volunteer Contacts

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Vendor Contacts

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Officer & Committee Chair Contacts

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Meeting Notes

Attendees

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Action Items

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Agenda

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Updates

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Meeting Agenda

DATE

LOCATION

PROJECTS

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DISCUSSION

ATTENDEES

NOTES

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PRIORITY

Summer Planning Notes

Important Dates

Goals

Activities

Notes

Event Planner

Date & Time

Event Overview

Event:

Theme:

Schedule

Location

Notes

Event Supply

[illegible]

Event Tool Kit Checklist

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Event Budget Planner

[illegible]

Expense Tracker

[illegible]

Event Summary Form

Event & Date:

Event Description or Purpose

Highlights & Successes

Expenses

Attendance Feedback

Challenges & Lessons Learned

**Recommendations for
Improvement**

Event Volunteer Sign Up

[illegible]

Event Brainstorm

Event & Date:

Event Objective or Purpose

Theme or Topic

Ideas and Suggestions

*Categories or Topics to
Consider*

Account & Passwords Tracker

WEBSITE:
USERNAME:
PASSWORD:
NOTES:

WEBSITE:
USERNAME:
PASSWORD:
NOTES:

WEBSITE:
USERNAME:
PASSWORD:
NOTES:

WEBSITE:
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WEBSITE:
USERNAME:
PASSWORD:
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WEBSITE:
USERNAME:
PASSWORD:
NOTES:

[illegible]

Board Summary Form

Date & Time:

Attendees

Meeting Objectives

Previous Meeting Follow-Up

Financial Overview

Strategic Updates

Board Resolutions

Committee Summary Form

Date & Time:

Meeting Objective/Agenda

Follow-Up Plan

Minutes of the Meeting

Action Items

Conclusion

Program Ideas

Program Idea List

Description

Action Steps

Timeline

Program Priority/Feasibility

Budget Considerations

Assembly Ideas

Assembly Idea

Description

Proposed Date

Resources Needed

Responsible Person/Group

Budget Considerations

PTA Membership Form

PERSONAL INFORMATION

Full Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Phone Number: _____

CHILDREN'S INFORMATION

Child's Full Name: _____ Grade: _____

Child's Full Name: _____ Grade: _____

Membership Type: _____

VOLUNTEER OPPORTUNITIES

☐ Event Planning and
Coordination

☐ School Trips and
Excursions

☐ Fundraising

☐ Sports and
Extracurricular Activities

☐ Classroom Assistance

☐ Other (Please specify)

PTA Calendar

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

Birthdays

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

Monthly Dashboard

This Month

Task List

Next Month

Celebrations

Membership Goals

Note

Meeting Minutes

Attendees

Agenda

Previous Meeting Update

Meeting Notes

Monthly Overview

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

PTA Meeting Sign In

[illegible]

PTA Newsletter

Month:

Updates/Announcements

Upcoming Events

Birthdays

Summer Planning

Goals for Next Year

Annual Budget

Fundraising Goals

Fundraising Plans

[illegible]

Weekly Social Media Posting Planner

	POSTS	STORIES	REELS
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

[illegible]

PTA Reflections Form

PERSONAL INFORMATION

Parent's Name: _____

Email: _____

Contact #: _____

Children's Name: _____

Phone Number: _____

Feedback on PTA Events and Activities

Volunteering and Involvement

Future Involvement and Events

Note to Future President

A large, empty rectangular box with a thin black border, intended for writing a note to the future president.

Fall Fundraising Ideas

Fundraising Idea

Estimated Budget

Resources Needed

Event Duration and Timing

Benefits and Impact

Note

Winter Fundraising Ideas

Fundraising Idea

Estimated Budget

Resources Needed

Event Duration and Timing

Benefits and Impact

Note

Spring Fundraising Ideas

Fundraising Idea

Estimated Budget

Resources Needed

Event Duration and Timing

Benefits and Impact

Note

Supply Request Form

NAME	
ADDRESS	
PHONE	
E-MAIL	

ITEM	DESCRIPTION	QTY	PRICE	AMOUNT
TOTAL				

NOTES

Committee Sign Up Form

PERSONAL INFORMATION

Parent's Name: _____

Email: _____

Contact #: _____

Children's Name: _____

Phone Number: _____

Preferred Committee(s)

Skills and Interests

Availability

Previous Experience

Donation Form

[illegible]