

23rd District PTA 2022-2023 Calendar

Meeting Location:
Teleconference

or

Riverside Office of Education - Murrieta
38670 Sky Canyon Dr #200, Office #202 Murrieta, CA 92563
[Locations are tentative and subject to change]

Office Hours

- By Appointment

<u>July</u>	1 – Term Begins! You're On Your Way! 11 – 15 – 23rd District Leadership Training 2.0 (Virtual)! [Hosted via Zoom][Registration Required] 14 – 23rd District Executive Board Meeting [Zoom] [7:00 P.M.] 30 – 23rd District Training Leadership Training 3.0 [LIVE!]! [Riverside – Central Middle School][Registration Required]
<u>August</u>	18 – 23rd District General Financial Training [Hosted via Zoom] [5:00 P.M.] 18 – 23rd District General Association Meeting [Hosted via Zoom] [7:00 P.M.]★
<u>September</u>	1 – 23rd District Executive Board Meeting [Hosted via Zoom] [7:00 P.M.] TBD – CAPTA Regional Leadership Conference [Location TBD] 15 – Membership Remittances [Minimum of 15 members] Due for Early Bird
<u>October</u>	1 – CALIFORNIA STATE: Raffle Report Deadline! Don't forget to file! 6 – 23rd District Executive Board Meeting [Hosted via Zoom] [7:00 P.M.] TBD – [CAPTA Assist] 23rd District Tax Filing Assistance Workshop [Hosted via Zoom]
<u>November</u>	3 – 23rd District Executive Board Meeting [Hosted via Zoom] [7:00 P.M.] [NC Elected – District ONLY] 15 – TAXES/RRF-1 FILING DEADLINE! Don't forget to file! 15 – Membership Remittances [Minimum of 15 members] Due for Good Standing
<u>December</u>	1 – 23rd District General Financial Training [LIVE/IN-PERSON: Murrieta Valley USD] [5:00 P.M.] 1 – 23rd District General Association Meeting [LIVE: Murrieta Valley USD] [7:00 P.M.] ★ 1 – Reflections Entries DUE to 23rd District [LIVE/IN-PERSON: RCOE-Murrieta] [7:00 P.M.]
<u>January</u>	12 – 23rd District Executive Board Meeting [Hosted via Zoom] [7:00 P.M.] TBD – 23rd District Mid-Year Leadership Training [Location TBD] TBD – California State PTA Legislation Conference [Sacramento] 31 – WORKER COMPENSATION FORM DUE TO AIM (Direct File)! Don't forget to report!
<u>February</u>	17 – Founders Day 28 – 23rd District General Financial Training [Hosted via Zoom] [5:00 P.M.] 28 – 23rd District General Association Meeting [Hosted via Zoom][7:00 P.M.] [Elections – DISTRICT ONLY]★
<u>March</u>	17 – 23rd District Reflections Showcase and Awards [Temecula Valley High Golden Bear Theater] TBD – 23rd District Convention Orientation [Location: TBD] [Time TBD]
<u>April</u>	6 – 23rd District Executive Board Meeting [Hosted via Zoom] [7:00 P.M.] 18 – 23 – California State PTA Annual Convention [Sacramento] TBD – 23rd District Convention Evening Event [Location TBD] [Time TBD]
<u>May</u>	18 – 23rd District General Association Meeting [Hosted via Zoom] [7:00 P.M.]★ TBD – 23rd District Awards Event/Installation of 2023-2025 Officers [TBD]
<u>June</u>	1 – ALL OFFICERS-ELECT MUST BE SUBMITTED TO DISTRICT/ENTERED IN PTAEZ! 1 – 23rd District Executive Board Meeting [Hosted via Zoom] [7:00 P.M.] 30 – Term Complete! Congratulations! You Made It!

Checklist 1 [July – November]: Council and OOC Unit Leader Checklist

Submit each completed checklist to Help@23rdDistrict.org to receive #MagicMaker recognition for 2022 – 2023!

Month	Day		Subject	Send Via	STATUS
Monthly		<input type="checkbox"/>	Remit Dues: August <input type="checkbox"/> September <input type="checkbox"/> October <input type="checkbox"/> November <input type="checkbox"/>	Channels/Totem	Required
Monthly		<input type="checkbox"/>	CAPTA Webinar Opportunities: Aug <input type="checkbox"/> Sep <input type="checkbox"/> Oct <input type="checkbox"/> Nov <input type="checkbox"/>	Virtual	Recommended
First Association Meeting		<input type="checkbox"/>	Did You: <input type="checkbox"/> Present: Annual Report <input type="checkbox"/> Adopt: Audit/Budget/Calendar/Fundraisers/Programs	Upload to MyPTEZ or Send Via Channels	Required
July		<input type="checkbox"/>	Did You: <input type="checkbox"/> Attend the 23 rd District Board Meeting? <input type="checkbox"/> Attend Training? <input type="checkbox"/> Confirm all officer contact information is in MyPTEZ? (For your units and your council!) <input type="checkbox"/> Update unit leaders in TOTEM? <input type="checkbox"/> Review bylaws with the board? <input type="checkbox"/> Submit financial records for year-end audit? <input type="checkbox"/> Launch a Membership Campaign?		
August		<input type="checkbox"/>	Did You: <input type="checkbox"/> Attend the 23 rd District General Association Meeting? <input type="checkbox"/> Encourage your units to attend? <input type="checkbox"/> Participate in 23 rd District PTA membership challenges?		
September		<input type="checkbox"/>	Did You: <input type="checkbox"/> Attend the 23 rd District Board Meeting? <input type="checkbox"/> Participate in 23 rd District PTA membership challenges? <input type="checkbox"/> Receive and share information on 23 rd District PTA programs? [Grant opportunities, etc.] <input type="checkbox"/> Submit for California State PTA grant opportunities?		
October		<input type="checkbox"/>	Did You: <input type="checkbox"/> Attend the 23 rd District Board Meeting? <input type="checkbox"/> Connect with 23 rd District for help and support as needed? <input type="checkbox"/> Confirm all units have leadership/membership (15 memberships minimum) in your Council? <input type="checkbox"/> Submit a Raffle Report Form (if necessary) (Deadline: October 1) <input type="checkbox"/> Apply for a California State PTA scholarship? (Deadline: October 15)		
November		<input type="checkbox"/>	Did You: <input type="checkbox"/> Attend the 23 rd District Board Meeting? <input type="checkbox"/> Confirm all units have leadership/membership (15 memberships minimum) in your Council?		

Upcoming Events: November 1 – Deadline for CAPTA Resolution Drafts; **November 15** – Deadline for Tax Filing (199/199N; 990/990N; RRF-1; TR-1 (If applicable));
December 1 – Reflections entries due to 23rd District PTA
INSURANCE PREMIUMS DUE AND PAYABLE TO AIM INSURANCE DIRECTLY!