Dear South Carolina PTA/PTSA Officers,

October 1st is right around the corner and we have compiled a list of the required documents that need to be submitted.

- October 1st membership payment* (done in MemberHub)
- Financial Review* (done in MemberHub)
- Financial Checklist* (done in MemberHub)
- Current year budget (18-19) with minutes that approved the budget* (done in MemberHub)
- Submit 10 day count & total faculty HERE.

*These items are to be submitted and completed through MemberHub. Follow directions on the Hub Page for each category CAREFULLY! (i.e. complete step one form, step two upload, step three upload)

PLEASE do not mail many documents to the office as they will be returned and you will not meet the required deadline!

Click here to upload your Membership EXCEL list - EXCEL LIST MUST BE NAMED AS follows:

SCHOOL NAME + District + October 1

ONLY IF YOU DID NOT INPUT INTO MEMBERHUB ALREADY!
NO PDFs or Word documents will be accepted!

A special thank you for all your comments and suggestions and especially your patience as we work towards building a communication program that will allow us to grow as an organization and provide effective records and communication tools for ALL our local units.

Amber Yost, VP of Membership and Field Services at ayost@scpta.org or DeVane Trigiani, President-Elect at presidentelect@scpta.org.

We look forward to helping support you. Thanks for all you do for children in South Carolina!

www.scpta.org

Sincerely,
DeVane Trigiani
President-Elect

SCPTA Office
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STAY CONNECTED: