

Local Leader Responsibilities for a Community Engagement Commissioner

- Become knowledgeable about PTA policies and current issues.
- Know the key people and organizations that relate to your commission.
- Act as a resource on commission issues. Disseminate information and material pertaining to commission concerns to parents, teachers and community.
- Serve on council and/or region commission if one is organized.
- Be an active, participating member of the local PTA board of directors.
- Serve on PTA and community committees as assigned by the PTA president or board.
- Organize your commission with teachers, students, parents and community members.
- Develop and implement programs that relate to commission concerns.
- Keep a record of number of hours spent in PTA work including

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|---------------------------|-------------------------------------|---------------|
| Travel | Babysitting | Computer time |
| Telephone | PTA events | Home projects |
| PTA meetings and training | Classroom time that is PTA involved | |
- Keep a procedure book to be passed on.
- Advocate for children on commission-related issues.
- Attend appropriate meetings, including:
 - Local board of director meetings and general membership meetings
 - Training sessions conducted by Utah PTA, Region PTA and Council PTA
 - Utah PTA convention

Community Engagement Commission Areas of Focus

- Business and Community Sponsorships and Partnerships
- Educating Family and Community Groups about PTA
- Education Foundations
- Lifelong Education/Community Education
- Diversity and Inclusion Involvement and Leadership Development
- Male Engagement and Leadership Development
- National Standards for Family-School Partnerships and School of Excellence Program
- Parent/Community/Public Involvement Events
- Teacher Appreciation
- Volunteer Coordination and Appreciation