

## Council Legislative Vice President

Each council should have a board member responsible for legislative activity. The council plays a vital role in relaying information to local PTAs and in assisting both the region and local PTAs in legislative activities.

1. [Submit](#) a legislative budget to your board for approval as part of the yearly budget (see page 24) <sup>Ⓔ</sup>
2. Be well informed in order to educate your board and assist local PTAs. Make arrangements with your council president to receive legislative information in a timely way.
3. Attend legislative trainings at:
  - i. Utah PTA Advocacy Conference
  - ii. PTA Day at the Capitol
  - iii. Utah PTA Leadership Convention
  - iv. Region and council meetings
4. Study legislative information at the council, region, state, and national levels
  - a. 3. Follow issues in the media
  - b. 4. Use [Utah PTA Legislative Bill Sheets](#) This page is updated weekly during the Utah legislative session.
  - c. Join the [Utah PTA Legislative Advocacy Committee](#)
  - d. 5. Join [Utah PTA Take Action](#) network
  - e. Study the [Utah PTA Resolutions](#) to gain an understanding of areas of Utah PTA advocacy.
5. Attend local school board meetings
6. Communicate legislative information to your board of directors and local Legislative Vice President.
  - a. Request time at each council PTA board meeting to train and educate your PTA board members and locals concerning PTA issues and legislative work. Be well prepared, brief, and to the point
  - b. Relay current legislative information and information received in trainings and communications
7. Encourage each board member to sign up for the [Utah PTA Take Action Network](#).

8. Present information on current political issues and Utah PTA positions and priorities
  - a. Request assistance of your board and membership with “Meet the Candidates Nights”, and other local legislative activities
  - b. Compile a list of local Legislative Vice Presidents in your council - share with all locals in your council
  - c. Provide training to local PTAs who are not able to attend Utah PTA trainings and/or to provide additional assistance
9. Encourage communication with policy makers.
  - a. Provide information to contact legislators and school board members—phone numbers and addresses. Your county clerk can provide the information
10. Maintain a positive working relationship with policy makers in your area.
  - a. Legislators
  - b. Superintendents
  - c. School board members
  - d. Administrators
  - e. Attend or serve on your school community council
  - f. A member of the council board should attend school board meetings at least once a month to provide PTA input to the board and relay information to the council and local PTAs

#### Resources

- [Utah PTA President Handbook](#), legislative section
- Annual Resources for PTAs, National PTA, legislative section
- Our Children (National PTA Magazine)
- [Utah PTA website](#)
- [National PTA website](#)