

Local Legislative Vice President

Each local PTA should have a board member responsible for legislative activity to coordinate with the council and region legislative contacts to implement Utah PTA programs.

1. [Submit](#) a legislative budget for approval by your board to be included in the yearly budget (see page 24)
2. Be well informed in order to educate your local board and local membership. Make arrangements with your president to receive legislative information in a timely way.
3. Attend legislative trainings at:
 - a. Utah PTA Advocacy Conference
 - b. PTA Day at the Capitol
 - c. Utah PTA Leadership Convention
 - d. Region and council legislative meetings
4. Study legislative information at the council, region, state, and national levels
 - a. Follow issues in the media
 - b. Use the [Utah PTA Legislative Bill Sheets](#). This page is updated weekly during the Utah legislative session.
 - c. Join the [Utah PTA Legislative Advocacy Committee](#)
 - d. Study the [Utah PTA Resolutions](#) to gain an understanding of areas of Utah PTA advocacy.
5. Join [Utah PTA Take Action](#) network
6. Attend local school board meetings
7. Attend school community council meetings
8. Communicate regularly with your local board of directors and local membership
 - a. Request a time at each local PTA board meeting to train and educate your board members. Be well prepared, brief, and to the point
 - b. Inform your local board about legislative activities and legislative issues
 - c. Present information on current political issues and Utah PTA positions and priorities
 - d. Encourage each board member to sign up for the [Utah PTA Take Action Network](#).

9. Meet with other local Legislative Vice Presidents in your council to plan legislative activities
 - a. Obtain a list of local Legislative Vice Presidents in your council
 - b. Attend council and region meetings as requested
 - c. Communicate with your council legislative contact to decide how best to plan for your area, remembering that some activities may work best on a region basis
 - d. Attend a Meet the Candidates Night
 - e. Attend other legislative activities in your region or council
10. Maintain a positive working relationship with policy makers in your school district and city
 - a. Legislators
 - b. Superintendents
 - c. Administrators
 - d. School board members
 - e. Community Council members
 - f. Mayors and city officials

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](#)