

2022 – 2023 Calendar
San Mateo-Foster City PTA Council

PTA Council Meetings 7:00 pm – 9:00 pm
 Location: Zoom (all meetings virtual until further notice)
 SMFC School District Office 1170 Chess Drive, Foster City, CA 94404

2022 – 2023 PTA Council Association Meetings and Events

Monday, September 19 th	7:00 pm – 9:00 pm	Association Meeting (teleconference available) <ul style="list-style-type: none"> ■ Approve 2022-2023 PTA Council budget ■ Approve 2022-2023 PTA Council calendar ■ Treasurer’s report: Release funds, ratify checks, etc.
October ???		PTA Member Education Night
Monday, January 9th, 2023	7:00 pm – 9:00 pm	Association Meeting (teleconference available) <ul style="list-style-type: none"> ■ Elect nominating committee
TBD	Multiple see notes -->	CAPTA Legislation Conference
Monday, March 20th, 2023	7:00 pm – 9:00 pm	Association Meeting (teleconference available) <ul style="list-style-type: none"> ■ Elections
April TBD	TBD	PTA Member Education Night Topic TBD
TBD	Various	CAPTA Convention
May 8 2023?	TBD	Founders’ Day Event and Board Installation (with Executive Board meeting, if needed)
June	TBD	17th District PTA’s Officer Workshop
Monday, June 12 th	7:00 pm – 9:00 pm	Association Meeting (teleconference available) <ul style="list-style-type: none"> ■ Welcome new Board members ■ Approve budget draft (so payments can be made over the summer)

2022 – 2023 PTA Council Executive Board Meetings (teleconference optional)

Monday, November 14 th	7:00 pm – 9:00 pm	Executive Board Meeting
Monday, February 6 th	7:00 pm – 9:00 pm	Executive Board Meeting
Monday, May 8 th	7:00 pm – 9:00 pm	Executive Board Meeting (if needed, during Founders’ Day Luncheon)

2022 – 2023 Calendar
San Mateo-Foster City PTA Council

PTA Council Meetings 7:00 pm – 9:00 pm
Location: Zoom (all meetings virtual until further notice)
SMFC School District Office 1170 Chess Drive, Foster City, CA 94404

2022 – 2023 PTA Council Executive Committee Meetings (teleconference optional)

Monday, August 22 th	8:00 pm – 9:00 pm	Executive Committee Meeting
Monday, December 5 th	7:00 pm – 9:00 pm	Executive Committee Meeting
Monday, March 6 th	7:00 pm – 9:00 pm	Executive Committee Meeting
Monday, June 5 th	7:00 pm – 9:00 pm	Executive Committee Meeting

2022 – 2023 Calendar
San Mateo-Foster City PTA Council

PTA Council Meetings

7:00 pm – 9:00 pm

Location: Zoom (all meetings virtual until further notice)

SMFC School District Office

1170 Chess Drive, Foster City, CA 94404

Who comes to what meeting?

- **Association Meetings** (quorum: 16 voting members representing 10 Associations) – Officers of the Council, Committee Chairpersons, Association Presidents or their Representatives, the Superintendent of Schools or their Representative*
- **Executive Board Meetings** (quorum: 5 voting members) – Officers of the Council, Committee Chairpersons, and Association Presidents or their Representatives
- **Executive Committee Meetings** (quorum: 3 voting members) – Officers of the Council

**Per our Bylaws, we do not include additional Representatives from each Association beyond the President or their Representative.*

Who does what in the SMFC PTA Council?

Association

- Approves the year's proposed calendar, budget, and programs (1st meeting)
- Ratifies payment of council bills within budget limits
- Ratifies payment of other unbudgeted council bills up to a total of \$1,000
- Elects next year's board

Executive Board

- Transacts all business between meetings
- Authorizes payment of council bills within budget limits
- Authorizes payment of other unbudgeted council bills up to a total of \$1,000
- Creates committees as deemed necessary
- Fills Board vacancies

Executive Committee

- Same as Executive Board