

2011–2012 Official PTA Back to School Kit FAQs

What: The 2011–2012 Official PTA Kit

The National PTA Official Back to School Kit contains resources to help PTA leaders serve their communities and run their local units: easy-to-use primers for the president, treasurer, membership chair, and programs chair; membership and marketing tools; program and advocacy resources; and special offers from national partners.

When and Who: Delivery

Starting July 1, kits will automatically be sent to:

- National officers, board members, and committee members
- State PTA offices, presidents, presidents-elect, membership chairs, and extension chairs
- Active Local PTA Units (details below)

The online kit registration form is available now through September 16 at PTA.org/OfficialKit. Starting July 1, kits will be shipped to local units, based on their online orders. When registering online units must provide their unit ID number, select their preferred shipping date and confirm or change the shipping address for the kit. Individuals registering for the kit must agree to terms acknowledging that they are authorized to order/receive the kit for the 2011–2012 school year.

Units can also call the National PTA Information Center at (800) 307-4782 ext. 3098 to order the kit by phone.

Kit shipments will occur weekly from July 1 to September 16. Units that have not registered by September 16 will have a kit sent in late September, to the address on file with the National PTA office.

Online Kit Contents

The online version of the kit at PTA.org/OfficialKit will be available Monday, June 27, 2011. It will include downloadable versions of all resources from the kit.

Kit Reminders & Notices

Notices/reminders about the kit will include:

- Regular e-newsletter articles in *PTA Partners in Leadership* and *PTA Local Leader News*.
- Follow-up e-mails and e-blasts throughout the kit registration period.

Questions?

- Emails regarding the kit should be sent to info@pta.org. Please include “PTA Kit” in the subject line.
- Please call (800) 307-4782 ext 3098 with questions or issues regarding the kit.

Local Leaders FAQs

Q: I can't find any information on the 2011 PTA Kit. Is there a kit this year?

A: The PTA Kit is now *The National PTA Official Back to School Kit*. The kit still contains valuable resources to help PTA leaders serve their communities and run their local units: easy-to-use primers for the president, treasurer, membership chair, and programs chair; membership and marketing tools, and program and advocacy resources; and special offers from national partners. Go to PTA.org/OfficialKit for more information about this year's kit.

Q: Why do units have to register to receive a kit?

A: National PTA wants to make sure the kit reaches the right leaders at the right time—and thinks no one can better provide that information than the leaders themselves. By registering for the kit, units tell us when and where to send the kit, helping us service them most effectively.

Q: How soon will units be able to request and receive a kit?

A: The kit order form will be available through 11:59 p.m. EDT, Friday, September 16. Kits will start shipping weekly to local PTAs on July 1 based on units' requested shipping date and date of order.

If units prefer to order over the phone, they may call the National PTA Information Center at (800) 307-4782 ext. 3098 now through Friday, September 16.

Q: How do I register to receive my unit's kit?

A: The person registering for the kit must be a PTA leader authorized to order/receive the kit for the 2011–2012 school year. To access the kit order form, go to PTA.org/OfficialKit through September 16. To order the kit over the phone, you may contact the National PTA Information Center at (800) 307-4782 ext. 3098. You will need your unit ID number. Kits are available exclusively to PTAs in good standing.

Q: I've registered to receive my kit. Do I have to do anything else to update my records?

A: You still need to update the records of your PTA's 2011–2012 leaders with your state PTA office to get National PTA materials throughout the year. The form for the *Official PTA Kit* provides the shipping information for the kit only and does not update your information organization wide.

Q: Do I have to pay for the kit?

A: Each PTA unit in good standing will receive one kit at no cost. We are asking you to register for your kit to ensure it reaches the right person at the right time.

Q: Can we receive more than one kit?

A: Each unit receives one free kit. For additional copies of materials, visit PTA.org/OfficialKit. The 2011–2012 kit resources will be posted online on Monday, June 27, 2011.

Q: How quickly will I get my kit?

A: The kits ship weekly through September 16 based on the requested shipping date and date of order. Please allow up to 7 days for delivery.

Q: What is the deadline for registering to receive a kit?

A: The online kit order form will be available until 11:59 p.m. EDT, Friday, September 16, 2011. Phone orders must be placed with the National PTA Information Center by 5:00 p.m. EDT, Friday, September 16, 2011. Units that have not registered for the kit by September 16 will receive a kit in late September at the address on file with the National PTA office.

We recommend ordering the kit as soon as your 2011–2012 PTA leadership is determined so you have the kit for the start of the new PTA year.

Q: When I tried to register for my kit, I got a message that the status of my PTA is “inactive.” What does that mean? Can I still get a kit?

A: Most often, the status of a PTA is “inactive” because the PTA did not pay PTA dues during the National PTA membership year (April 1, 2010–March 31, 2011.) Your PTA might also have been put on inactive status by your state PTA because it has not met the state’s criteria to be considered a unit in good standing. Please contact your state PTA if your PTA is currently showing as inactive. Once you fulfill any requirements necessary to become an active unit, your state PTA will change your status to active and you will be able to register for your kit.

Q: How can I order additional materials from the kit?

A: All materials from the kit, including the *PTA Quick-Reference Guides*, are available for download on the National PTA website at PTA.org/OfficialKit.

Q: When will the 2011–2012 kit resources be available online?

A: All materials from the 2011–2012 kit will be available online at PTA.org/OfficialKit starting on Monday, June 27, 2011.

Q: I can’t find the kit survey. Is there one?

A: The kit survey will be available at PTA.org/KitSurvey September 20 to October 29. We would like to give you time to use the materials in your kit before responding.