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ANNUAL COUNCIL HISTORIAN REPORT FORM

REPORTING PERIOD: JULY 1 to JUNE 30, _____

Instructions

1. District PTA number/name _____
2. Complete this form (front and back) and make ONE copy for council Historian's procedure book.
3. Send report to your District PTA Historian or President WITH UNIT REPORTS ATTACHED.

District PTA Address _____

City _____ Zip _____

Council Report due to District PTA by: _____

District PTA Report due in California State PTA office no later than June 1.

**DO NOT SEND
THIS REPORT TO
THE CALIFORNIA
STATE PTA OFFICE –
SEND THROUGH
PTA CHANNELS**

COUNCIL INFORMATION

STATE PTA IDENTIFICATION # _____
(Number on label of mailings from California State PTA)

NAME OF COUNCIL _____

HISTORIAN, or person making report _____

COUNCIL PRESIDENT'S NAME _____

Address of above _____

COUNCIL PRESIDENT'S SIGNATURE _____

City, Zip _____

DATE _____

Telephone/Fax _____

E-mail _____

TOTAL NUMBER AS OF DATE OF REPORT

TOTAL VOLUNTEER HOURS REPORTED

Units in Council _____

UNIT _____

Units Reporting _____ (_____ %)

COUNCIL _____

GRAND TOTAL OF VOLUNTEER HOURS REPORTED _____

The California State PTA requires filing of annual reports in accordance with unit, council and district PTA bylaws. Information on this report is used for advocacy and program planning purposes. Please total your council's volunteer hours (which should be projected through June 30). These should include participation in school and community service or activities benefiting children, unit, council, district, state and National PTA programs, projects, training, and PTA-related travel, phone, meetings, paperwork time. Then complete the back side of this report. Provide Secretary with a copy.

09/2010

