

Distributing Membership Cards at Secondary Schools

The distribution of membership cards at middle school and high school can be a challenge.

Here are some ideas for distributing membership cards:

- ❖ Plan ahead - have cards available to give out when people join during registration days or at school and PTA events.
- ❖ Have cards available at all functions where people might join PTA.
- ❖ Attach cards to a directory, a welcome packet or one of the brochures you can order from California State PTA or National PTA.
- ❖ Have cards available at parent-teacher conference days where parents can pick them up along with their student's schedule or report card.
- ❖ Place cards in addressed envelopes. Place these in a box and ask the school secretary if people can pick them up in the school office.
- ❖ Attach them to a PTA or school newsletter (if allowed).
- ❖ Ensure that board members have some blank cards so when they personally extend an invitation to join PTA, they can immediately provide a membership card.
- ❖ Provide a contact person's name and phone number in the newsletter or website indicating from whom people can request/pick up their card.
- ❖ Think about including a "thank you" note, a bookmark, a PTA brochure, school magnet or calendar of school events when you distribute membership cards.

Every member needs to have a Membership Card!