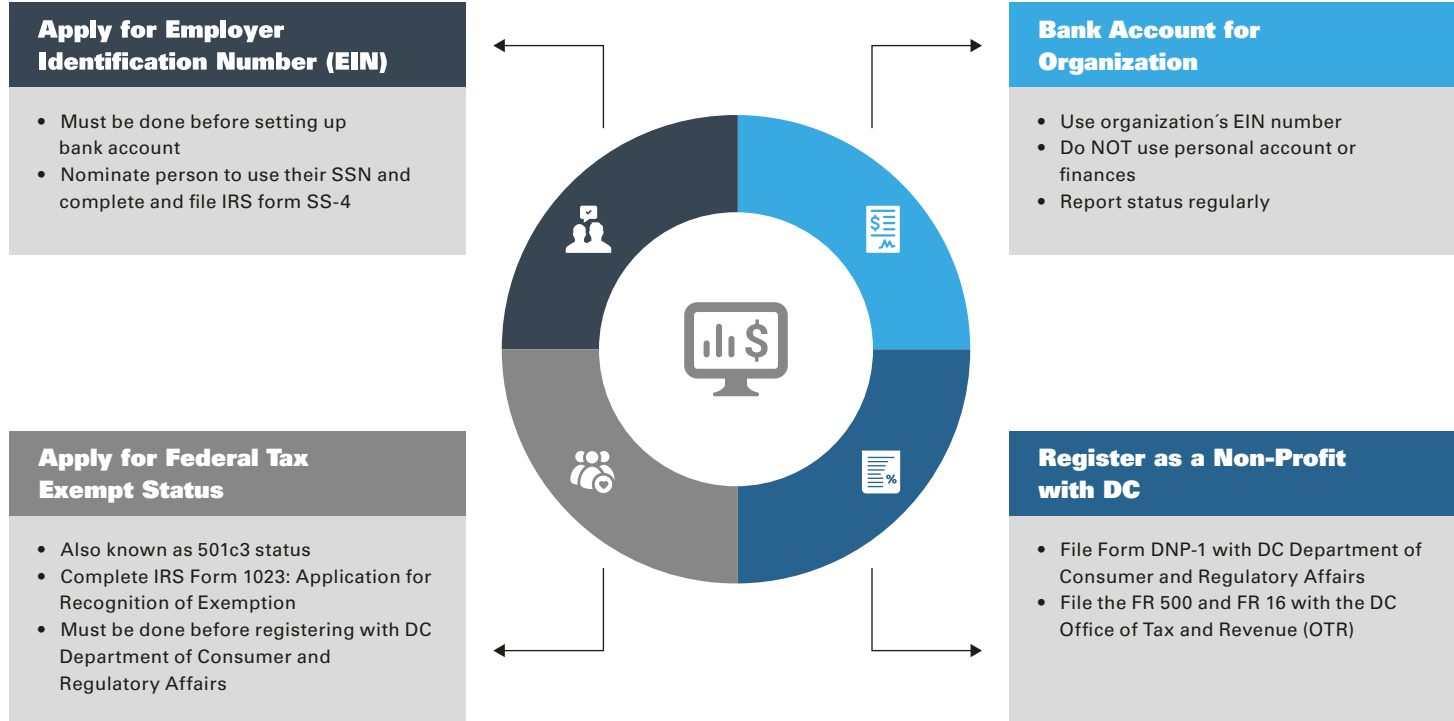


# STEP 5: ESTABLISH FINANCIAL AND TAX STRUCTURE



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

# STEPS FOR CREATING A PARENT ORGANIZATION



- DO:** Reach out to the Office of Family and Public Engagement if assistance is needed.
- DO:** Be patient during this process and continue organization business while waiting.
- DON'T:** Raise funds over \$500 and neglect this step.



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

We recognize that this guide is just a start.  
Contact the Office of Family and Public Engagement for more information.

1200 First Street, NE, Washington, DC 20002 | 202.719.6613 | ofpe.info@dc.gov

@dcpublicschools | /dcpublicschools | @dcpublicschools

A PARENT ORGANIZATION IS ONE WAY OF GETTING PARENTS INVOLVED.  
REGARDLESS OF BACKGROUND OR INCOME,  
STUDENTS WITH INVOLVED PARENTS ARE MORE LIKELY TO:



Be promoted, pass their classes, and earn credits



Earn higher grades and test scores



Attend school regularly

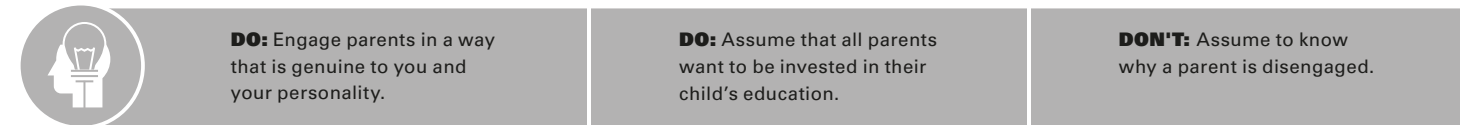
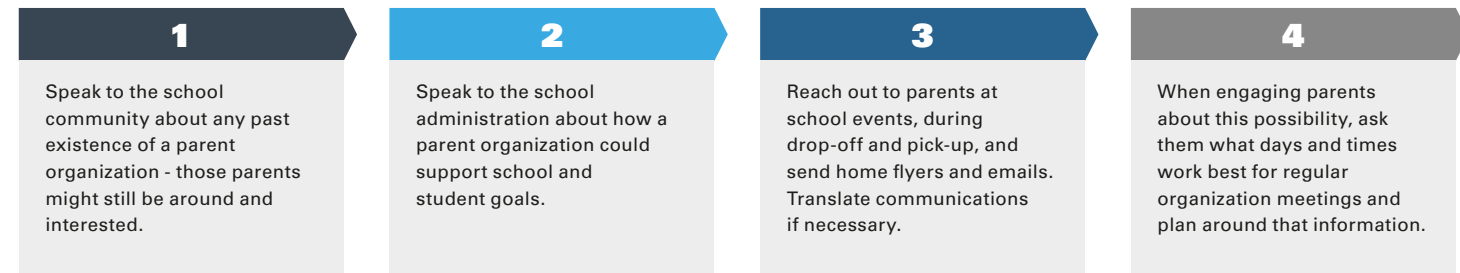


Graduate and go on to post-secondary education

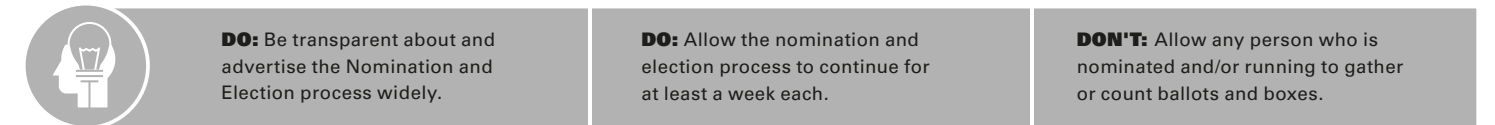
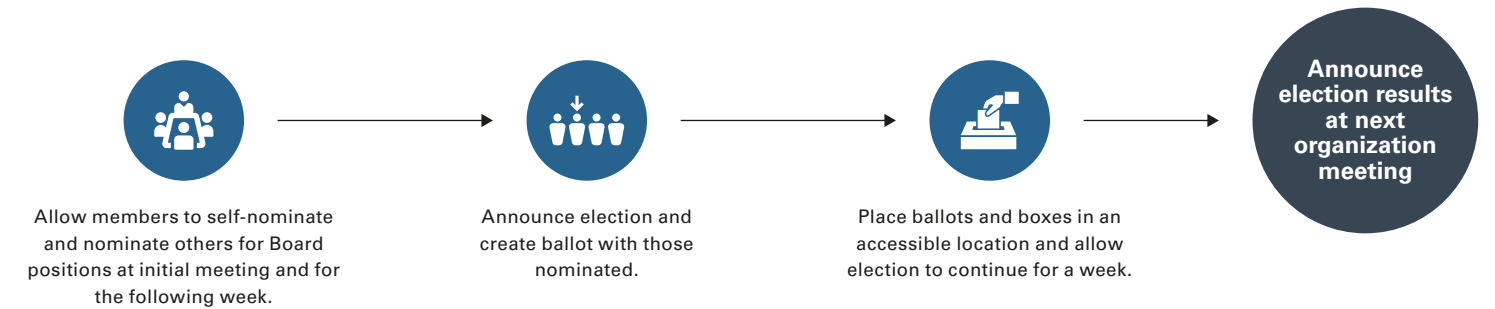


Have better social skills, show improved behavior, and adapt well to school

## STEP 1: BEGIN RECRUITING INTERESTED PARENTS



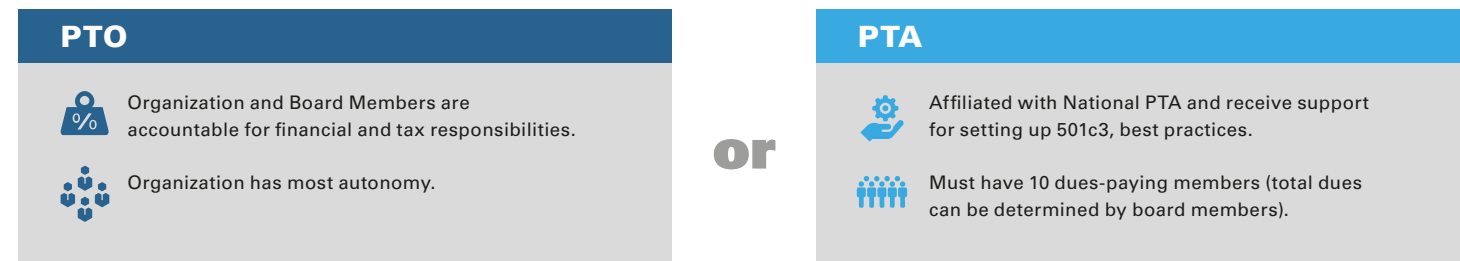
## STEP 3: ELECTIONS AND NOMINATIONS



## STEP 2: INITIAL MEETING AND ORGANIZATION SET UP

### DETERMINE ORGANIZATION TYPE

Do you want to be affiliated with the National PTA?



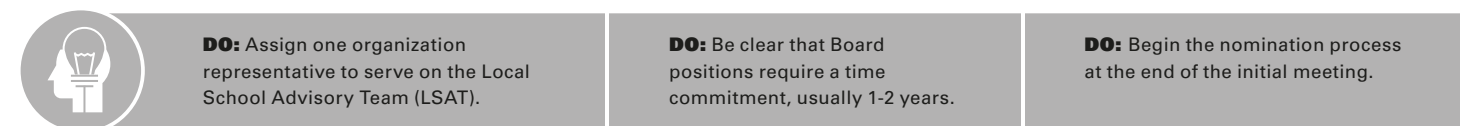
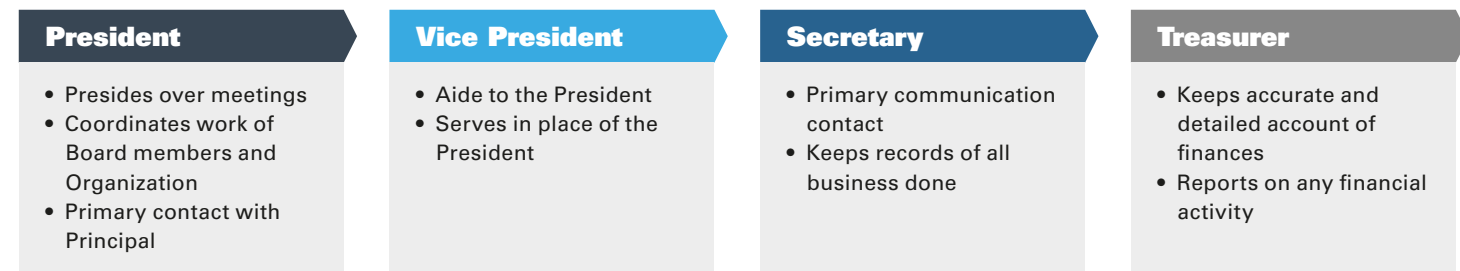
### DETERMINE ONE OR TWO ORGANIZATION OBJECTIVES

What does your organization want to do to support student learning and achievement?



### DISCUSS BOARD ROLES

Who will be responsible for organizational business?



## STEP 4: CREATE ORGANIZATIONAL PRACTICES

