

Standards of Affiliation Checklist **2022-23** (July 1-June 30)

PTA NAME _____ PTA REGION # _____

PRESIDENT _____

STANDARDS OF AFFILIATION	REQUIRED INDICATORS	DATE DUE	COMPLETED (Pres Initials)
President, Officers and Chair Names and Contact Information	<i>List uploaded to Memberhub</i>	July 15	
Volunteer Hours	Service, legislative and fundraising hours sent to office@ohiopta.org	June 30	
990N/990EZ/990 Filed	Copy of IRS or file990.org receipt in treasurer files	November 15	
Charitable Solicitation Act Report	Receipt from Ohio AG office in treasurer files	November 15	
National/State Membership Dues	Dues submitted to Ohio PTA <i>via Memberhub</i>	November 30	
Financial Review Completed	Copy in Unit/Council treasurer files	November 30	
Bonding Insurance	Certificate of coverage in treasurer files	November 30	
Code of Ethics	Membership approval of code of ethics policy	November 30	
Conflict of Interest Policy	Membership approval of conflict of interest policy	November 30	
Updated Bylaws	Updated bylaws on file with Ohio PTA	Every 3 years	
SOA Checklist	Completed Checklist uploaded to Memberhub	November 30	
<p>OPTIONAL SUCCESS STORY: Brag about a fall program or event for students or families that was a success for your unit/council.</p>			