



CADDO DISTRICT PTA

Margie Rayburn, President
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Important: Summer Inservice - August 9, 2008

To: Principals & PTA Leaders
From: Margie Rayburn, President
Caddo District PTA
Date: July 9, 2008
Re: Summer Inservice, August 2008
Caddo Parish School Board Offices

Please forward this to the 2008-2009 PTA President and other officers for the upcoming year. Thanks to those who have already submitted the new president's information!

It is **urgent** that we receive the incoming president's name, mailing address, email, and phone numbers immediately for distribution of all correspondence. The *New President's Information Form* may be found and completed from the Caddo District PTA website, www.caddodistrictpta.org. Submit information to **Margie Rayburn**, lapta@comcast.net and to **Diana May**, 2510 Williamson Way, Shreveport, 71118, or dianamay@bellsouth.net

At this time we have not received your registration for our training session on Saturday, August 9, 2008, at the Caddo Parish School Board Building. We have special sessions for presidents, treasurers and membership chairs. There will be plenty of time to visit with vendors who will be available with information about fund-raising products and services, as well as your PTA friends. Registration is only \$5.00 per person and includes a mid-morning snack. This low cost should enable each local unit to send several members to gather the needed PTA information. Dr. Gerald Dawkins, our new superintendent of schools for Caddo Parish, has been invited and we hope to be updated on the plans for this school year.

The calendar for the year will be distributed along with other very important dates for you to remember. Additionally, you will receive your procedure book with updated and useful treasurer and membership information. Your attendance at this meeting is vital.

A tentative schedule is listed below:

Saturday, August 9, 2008
Registration 8:00– 8:45 AM
Time to Visit Vendors
Opening Session 8:45 AM
Details on All Programs (Contests) 9:00 – 9:30 AM
(Break and Refreshments) Visit with Vendors 9:30-10:00 AM
Workshops (Important for Presidents, Treasurers & Membership Chairs) 10:00 – 11:30 AM
(Break) Visits with Vendors 11:30 – 12:00 PM
Question and Answer Time & District Information 12:00 – 12:30 PM
Door Prizes 12:30 PM

Make this day a high priority. It will be a fun, lively, and informational meeting.

cc: Dr. Gerald Dawkins, CPSB Superintendent
Wanda Gunn
Cluster Directors

Registration
Caddo District PTA Summer Inservice
August 9, 2008

Local PTA Unit _____

Names: _____ cost per person \$5.00

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

Total Enclosed: \$ _____

 Cut here & save bottom portion for reference.....

Deadline: August 1, 2008

Make checks payable to Caddo District PTA

Mail to: Ann Wolf, 700 Martinique Ct., Shreveport, LA 71115

Caddo District PTA Inservice - Saturday, August 9, 2008

Registration: 8:15 - 9:00 AM

Meeting begins promptly at 9:00 AM

**Location of meeting: Caddo Parish School Board
1961 Midway
Shreveport, LA**