

From: Harford County Council of PTA no-reply@user.givebacks.com
Subject: HCCPTA Top 5 (Focusing on IRS and State Submissions)
Date: October 10, 2025 at 5:04 PM
To: [REDACTED]



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The IRS 990 Form is due on November 15.

The MD Charitable Renewal is due December 31.

HCCPTA Zoom Mini-Session: [Preparing for the IRS 990 & MD Charitable Renewal Submissions](#)

October 16th from 7:00-8:30!

Why wait until the deadline when you can complete these submissions now?

Upcoming through the rest of the year!

November: Using Givebacks

December: Agendas, Minutes, and Recording the Vote

January: Navigating School Budget discussions

February: Bylaws

March: Personal Property

April: PTA Budget Tracking Using Excel/Google Sheets

May: Best Practices & Leadership Transitions

2

Student self-expression can be nurtured through the PTA Reflections Program! Is your PTA thinking about participating?



To learn more about the Reflections program, visit our [website](https://pta.org/reflections)!

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FREE STATE PTA

MEMBERSHIP

Training

WEDNESDAY
OCTOBER 22, 2025

7:00 PM



[Register Here](#)
or
<http://bit.ly/4gZOYa9>



Questions?
Send a message to info@fspta.org

Register for the October 22 training!



PTA and Community Information

HCPS BOE Volunteer Policy: A new HCPS volunteer policy has been posted to the website.

[Access the HCPS Volunteer Policy](#)

HCPS Mentorship Alliance: HCPS is introducing the mentorship alliance. In talking with Dr. Davis, the HCPS Mentorship Alliance could be an opportunity for PTA to participate. Read more and consider whether your PTA community would be interested in engaging:

[HCPS Mentorship Alliance](#)

Engage for Education Listening Session Dates:

Tuesday, September 30, 2025
5:30 – 7:30 p.m.
C. Milton Wright High School Auditorium

Wednesday, December 3, 2025
5:30 – 7:30 p.m.
Joppatowne High School Auditorium

Wednesday, February 4, 2026
5:30 – 7:30 p.m.
Fallston High School Auditorium

Wednesday, February 25, 2026 - *HCPS Students Only*
5:30 – 7:30 p.m.
Board Room, A.A. Roberty Building

Wednesday, April 22, 2026
5:30 – 7:30 p.m.
Aberdeen High School Auditorium

[Learn More About Engage for Education!](#)

Board of Education Meeting (September 22, 2025) Live Stream:

[Watch the BoE Livestream - 6 October 2025](#)

2026-2027 School Calendar Public Comment (Now - November 23, 2025)

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HCCPTA 2025-2026 Schedule of Events (Updated):

Board of Directors Meetings (Virtual):

November 4, 2025*

December 2, 2025

January 6, 2026

February 3, 2026

March 3, 2026

April 7, 2026

May 5, 2026

June 2, 2026

*Note: There will be a board vote to fill the vacant VP Membership position.

HCCPTA Board of Directors Meeting Registration

General Membership Meetings (anticipated to be in-person):

January 22, 2026*

April 23, 2026 **

(*) Training modules will be included

(**) Includes Reflections Ceremony

All Day Financial Training (anticipated to be held in-person pending participation):

May 16, 2026

End of Year Closeout Training (anticipated to be in-person):

May 18, 2026

PTA Standards of Affiliation Compliance Items:

SOA Event	Status Tracker	Next Steps
Insurance	Your PTA/PTSA should have paid for 2025-2026 as of 1 July 2025. If that didn't occur, please complete immediately.	Submit your COI in Givebacks.
Financial Review	Your PTA/PTSA financial review committee should be in the process of completing their annual review of the records. If that hasn't started, you can reference our financial review template and guideline.	Present financial review at your next general membership meeting. Once accepted by membership, submit in Givebacks.
Officer Contact Roster	Free State PTA bylaws require that an updated officer contact roster be submitted. If that hasn't occurred, please complete immediately.	Submit in Givebacks.
IRS 990	Your PTA/PTSA's annual 990, 990-N, or 990-EZ can be filed anytime between 1 July 2025 and 15 November 2025 with IRS.gov. The type of 990 form will depend on how much your PTA/PTSA received in the last FY. We recommend completing before 15 November 2025.	Submit your accepted 990 submission in Givebacks.
Maryland Charitable Renewal	Your PTA/PTSA's annual Maryland Charitable Renewal can be filed anytime between 1 July 2025 and 15 November 2025 with Maryland One Stop.	Submit your MD Charitable Renewal acceptance in Givebacks.
Pay Dues	Submit dues monthly to Free State PTA and Harford County Council of PTA.	You can pay via check or through Givebacks!
Bylaws	Are your Bylaws about to be 3-years old? If they are, it's time for a refresh!	Download the latest local unit template. Determine with your Board if any changes are required.
Treasurer's Training	Required for Presidents and Treasurers	Be on the lookout for meeting announcements from Free State PTA. HCCPTA will also post these trainings through our Givebacks newsletters.
Boardsmanship Training	Required for Presidents and one other officer.	
Maryland Personal Property Return	This cannot be completed until the new calendar year (2026).	No action is required at this time.

Check out our website for more information!

Thank you for what you do! Know that it matters!

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[Unsubscribe](#)

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