

# Council Delegate Report Form

**This form is to be completed by local unit delegates reporting council activities.**

Please report this information at a board and/or general meeting of your PTA. After giving the report, turn the form in to your local unit president to be filed with the secretary.

1. Council meeting date:

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2. Council meeting location:

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3. Were any issues voted on? If so, what were they and what was the vote?

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4. Were any matters referred to local units? If so, what were they? (Be accurate and specific.)

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5. Give a brief synopsis of information presented at the council meeting:

A. Superintendent's (or representative's) report

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B. Speaker(s)

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C. Program

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6. Were there any announcements regarding the next council meeting, leadership training opportunities, workshops or special meetings of any kind?

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